The Regular Monthly Meeting of the Board of Cooperative Educational Services, Sole Supervisory District, Madison and Oneida counties, was held Thursday, May 2, 2019, in the Board Room of the District Offices building on the BOCES campus, Verona, New York. The meeting was called to order at 5:07 p.m. by President Suzanne Carvelli. There was no public participation.


Absent: Paul Lehmann – Hamilton

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

2018/19-463 Jackie Starks, District Superintendent, engaged the Board in a discussion about Board goals and vision of the BOCES for the 2019-20 school year.

2019-2020 BOARD GOALS & VISION

2018/19-464 A motion was made by Engelbrecht and seconded by Sherwood to amend the agenda to include updated personnel reports and Skills USA National Conference information. There were 8 ayes and 0 nays. The motion carried.

APPROVE: AMENDMENT TO AGENDA

2018/19-465 A motion was made by Gustin and seconded by Isbell to approve the minutes of the regular meeting held Thursday, April 4, 2019. There were 8 ayes and 0 nays. The motion carried.

APPROVE: MINUTES OF 4/4/19 REGULAR MEETING

2018/19-466 A motion was made by Gustin and seconded by Engelbrecht to approve the March 2019 Treasurer’s Report as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.

TREASURER’S REPORT MARCH 2019

2018/19-467 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.

MONTHLY CLAIMS AUDIT REPORT

2018/19-468 A motion was made by Engelbrecht and seconded by Costello to award the Trash and Recyclables Collection and Disposal bid #19-04-009, on a line-by-line 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: TRASH AND RECYCLABLES COLLECTION AND DISPOSAL

2018/19-469 A motion was made by Engelbrecht and seconded by Costello to award the Audio Visual Equipment bid #19-03-001, on a line by line 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: AUDIO VISUAL EQUIPMENT
offers the lowest overall cost. Note that several items were rejected for failure to meet specifications for incorrect item or size. There were 8 ayes and 0 nays. The motion carried.

2018/19-470 A motion was made by Engelbrecht and seconded by Costello to award the Audio Visual Supplies bid #19-03-002, on a line-by-line basis, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that item #4074 from Hummel’s Office Plus & Scott Electric and item #4113 from Hummel’s Office Plus were rejected for failure to meet specifications for incorrect item. There were 8 ayes and 0 nays. The motion carried.

2018/19-471 A motion was made by Engelbrecht and seconded by Costello to award the Batteries bid #19-03-003, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that items #58000, 58001, 58002, 58003, 58004, 58005, 58006, 58007, 58008 and 58009 were rejected from all bids due to requirement to purchase from Preferred Source Vendor. There were 8 ayes and 0 nays. The motion carried.

2018/19-472 A motion was made by Engelbrecht and seconded by Costello to award the Science Supplies Supplies bid #19-02-007, 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 incorrect item, color or size. There were 8 ayes and 0 nays. The motion carried.

2018/19-473 A motion was made by Engelbrecht and seconded by Costello to award the Motor Oil and Lubricants bid #19-04-008, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that item items #31027 and #31028 from Superior Lubricants Co. Inc. and R.H. Crown Co. Inc. were rejected for incorrect item. There were 8 ayes and 0 nays. The motion carried.

2018/19-474 A motion was made by Engelbrecht and seconded by Costello 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.

2018/19-475 A motion was made by Engelbrecht and seconded by Costello to approve the resolution, as attached to the official minutes, to authorize Erie 1 BOCES to negotiate distance learning statewide agreements for the 2019-20 school year. There were 8 ayes and 0 nays. The motion carried.
A motion was made by Engelbrecht and seconded by Costello to approve the resolution, as attached to the official minutes, to authorize Erie 1 BOCES to negotiate contracts for the licensing of software/learning packages for the 2019-20 school year. There were 8 ayes and 0 nays. The motion carried.

A motion was made by Engelbrecht and seconded by Costello to approve the agreement with the Canastota 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.

A motion was made by Engelbrecht and seconded by Costello to approve the Professional Services Agreement with Dr. Daniel Ratnarajah to provide annual bus driver physicals for the 2019-20 school year. There were 8 ayes and 0 nays. The motion carried.

A motion was made by Engelbrecht and seconded by Costello to approve the resolution, as attached to the official minutes, to authorize Erie 1 BOCES to negotiate new products to the RIC state-wide contracts for Mobile Device Management for the 2019-20 school year. There were 8 ayes and 0 nays. The motion carried.

A motion was made by Gustin and seconded by Sherwood to approve the recommended position creation(s) as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.

A motion was made by Gustin and seconded by Sherwood to approve the recommended resignations as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.

A motion was made by Gustin and seconded by Sherwood to approve the recommended leaves of absence as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.

Upon the recommendation of District Superintendent Starks, A motion was made by Gustin and seconded by Sherwood to approve the recommended professional appointments as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.

Upon the recommendation of District Superintendent Starks, A motion was made by Gustin and seconded by Sherwood to approve the recommended civil service appointments as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.
A motion was made by Gustin and seconded by Sherwood
the recommended continuing education appointments as
attached to the official minutes. There were 8 ayes and 0
nays. The motion carried.

A motion was made by Gustin and seconded by Sherwood
to approve the recommended miscellaneous appointments
as attached to the official minutes. There were 8 ayes and
0 nays. The motion carried.

A motion was made by Gustin and seconded by Sherwood
to approve the recommended consultants as attached to
the official minutes. There were 8 ayes and 0 nays. The
motion carried.

A motion was made by Gustin and seconded by Sherwood
to approve the recommended performing arts contracts as
attached to the official minutes. There were 8 ayes and 0
nays. The motion carried.

Upon the recommendation of District Superintendent
Starks, a motion was made by Isbell and seconded by
Baron to grant tenure to Randy Raux, Corporate &
Community Education Coordinator - Adult &
Continuing Education, effective June 30, 2019, upon
satisfactory completion of his probationary period. There
were 8 ayes and 0 nays. The motion carried.

The Board conducted the first reading of Policy 7044 –
Student Medications. No action was taken at this time.

The Board moved to the Assistant Superintendent for
Instruction Report. The following was discussed:
Instructional Summer Curriculum Work Proposals, Skills
USA National Conference, Spring Fling (information) and
Administrative Planning Day (information).

A motion was made by Costello and seconded by Isbell to
approve and support the recommendation from
Alternative & Special Education and Career & Technical
Education for summer curriculum work for instructional
staff at an estimated cost of $48,724.00. There were 8 ayes
and 0 nays. The motion carried.

A motion was made by Isbell and seconded by Engelbrecht to approve an overnight field trip request for
two (2) students and two faculty advisors to attend the
Skills USA National Conference being held June 24-29,
2019, in Louisville, Kentucky, at a total cost of $7,607.00.
There were 8 ayes and 0 nays. The motion carried.

The Board moved to the Assistant Superintendent for
Administrative Services Report. The following was
discussed: Rossetti MORIC Emergency Power Project Bid
2018/19-495 A motion was made by Costello and seconded by Isbell to award the Rossetti MORIC Emergency Power Project Bid to MEC Electric, Inc. as the lowest responsible bidder meeting specifications and thresholds and offers the lowest overall cost. The Board authorizes District Superintendent Jacklin Starks to sign the vendor contract award letter on behalf of the Board. There were 8 ayes and 0 nays. The motion carried.

2018/19-496 A motion was made by Gustin and seconded by Isbell to establish a Retirement Contribution Reserve Sub-Fund as per the resolution attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.

2018/19-497 A motion was made by Gustin and seconded by Costello to approve the recommended maximum limits to the following Reserves: Unemployment Insurance ($450,000); Employee Benefit Accrued Liability ($1,500,000); Legal Liability ($150,000); CTE Equipment ($280,000) and ERS Retirement Contribution ($5,400,000) as proposed by the Board Audit Committee. There were 8 ayes and 0 nays. The motion carried.

2018/19-498 A motion was made by Isbell and seconded by Engelbrecht to approve the Madison-Oneida BOCES 2019-20 Official Budget as presented. There were 8 ayes and 0 nays. The motion carried.

2018/19-499 A motion was made by Gustin and seconded by Engelbrecht to approve the Madison-Oneida BOCES 2019-20 Technology Plan, as presented. There were 8 ayes and 0 nays. The motion carried.

2018/19-500 The Board moved to the District Superintendent’s Report. The following information items were discussed: Meetings & Events, End of Year Events & Sign Up Sheet, Proposed 2019-2020 Board Meeting Dates, Albany Update, Employee Recognition Ceremony, Rural Schools Association April 2019 Newsletter and Hinman Straub Reports.

2018/19-501 The Board moved to Board Items. The following was discussed: Nominating Committee Report, Everett R. Dyer Award Nomination, FYIs and Board Expense Report.

2018/19-502 A motion was made by Gustin and seconded by Baron to approve the following resolution:

RESOLVED, that the Madison-Oneida Board of Cooperative Educational Service hereby nominates John J. Costello, Sr. for the Everett R. Dyer Award of
Distinguished School Board Service.

There were 8 ayes and 0 nays. The motion carried.

2018/19-503 A motion was made by Isbell and seconded by Costello to move to Executive Session for the purposes of discussing confidential and personnel matters. There were 8 ayes and 0 nays. The motion carried.

The President returned to regular session.

2018/19-504 A motion was made by Engelbrecht and seconded by Isbell to amend the agenda to include compensation recommendations, amendments to the District Superintendent Contract and District Superintendent resignation. There were 8 ayes and 0 nays. The motion carried.

2018/19-505 A motion was made by Isbell and seconded by Engelbrecht to approve the 2019-20 compensation proposal for non-negotiating support staff including an increase not to exceed $140,256 for 85 positions. There were 8 ayes and 0 nays. The motion carried.

2018/19-506 A motion was made by Isbell and seconded by Engelbrecht to approve the 2019-20 compensation proposal for non-negotiating administrative and professional staff including an increase not to exceed $358,104 for 128 positions. There were 8 ayes and 0 nays. The motion carried.

2018/19-507 A motion was made by Isbell and seconded by Engelbrecht to extend the Section 105 plan for non-negotiating administrative and support staff until June 30, 2020. The BOCES 105 Plan contribution will be $300 per individual plan and $400 per family plan. There were 8 ayes and 0 nays. The motion carried.

2018-19-508 In accordance with Board Policy 3016, a motion was made by Gustin and seconded by Costello to approve the Categorized Salary Ranges for Non-Negotiating employees, as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.

2008/19-509 A motion was made by Engelbrecht and seconded by Sherwood to adopt a resolution approving an amendment to the District Superintendent’s Employment Agreement as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.
2008/19-510 A motion was made by Costello and seconded by Engelbrecht to accept, with regret, the retirement resignation of Jacklin G. Starks, District Superintendent, effective December 1, 2019. There were 8 ayes and 0 nays. The motion carried.

2018/19-511 A motion was made by Isbell and seconded by Engelbrecht to adjourn the meeting at 8:05pm. There were 8 ayes and 0 nays. The motion carried.

Respectfully Submitted,

Catherine M. Quinn

Catherine M. Quinn, Clerk of the Board