The Regular Monthly Meeting of the Board of Cooperative Educational Services, Sole Supervisory District, Madison and Oneida counties, was held Thursday, June 6, 2019, in the Board Room of the District Offices building on the BOCES campus, Verona, New York. The meeting was called to order at 5:03 p.m. by President Suzanne Carvelli. There was no public participation.


Absent: Paul Lehmann – Hamilton, Joseph Monfiletto – Stockbridge Valley

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.

2018/19-512 David Little, Executive Director of the Rural Schools Association of NYS was present at the meeting along with students and staff from the Alternative Education program. Mr. Little presented the staff and students with a framed certificate and $750 check for their submission to the Rural Schools Association Video Contest. The students were recipients of the Grand Prize Runner-Up Award for their efforts. The video submission was shown to Board Members. The students present shared their personal contributions to the video as well as their plans for after graduation.

2018/19-513 A motion was made by Isbell and seconded by Baron to amend the agenda to include updated personnel reports, CTE Summer Curriculum Work and Board Member Resignation. There were 6 ayes and 0 nays. The motion carried.

2018/19-514 A motion was made by Baron and seconded by Isbell to accept a $750 check from the Rural Schools Association for the Alternative Ed student’s submission to the Rural Schools Association Video Contest. The students were recipients of the Grand Prize Runner-Up Award. There were 6 ayes and 0 nays. The motion carried.

2018/19-515 A motion was made by Engelbrecht and seconded by Isbell to approve the minutes of the regular meeting held Thursday, May 2, 2019. There were 6 ayes and 0 nays. The motion carried.

2018/19-516 A motion was made by Gustin and seconded by Baron to approve the April 2019 Treasurer’s Report as attached to the official minutes. There were 6 ayes and 0 nays. The motion carried.
2018/19-517 A motion was made by Gustin and seconded by Engelbrecht to approve the monthly Claims Audit Report as attached to the official minutes. There were 6 ayes and 0 nays. The motion carried.

2018/19-518 A motion was made by Engelbrecht and seconded by Isbell to award the Cafeteria Bread & Pizza bid #19-04-002, by category, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. There were 6 ayes and 0 nays. The motion carried.

2018/19-519 A motion was made by Engelbrecht and seconded by Isbell to award the Cafeteria Ice Cream bid #19-04-004, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. There were 6 ayes and 0 nays. The motion carried.

2018/19-520 A motion was made by Engelbrecht and seconded by Isbell to award the Catalog Printing bid #19-04-010, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. There were 6 ayes and 0 nays. The motion carried.

2018/19-521 A motion was made by Engelbrecht and seconded by Isbell to award the Cafeteria Commodity Processing bid #19-04-011, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. There were 6 ayes and 0 nays. The motion carried.

2018/19-522 A motion was made by Engelbrecht and seconded by Isbell to award the Custodial & Floor Care Supplies bid #19-02-003, 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 from various vendors were rejected for failure to meet specifications for incorrect size, incorrect item or substandard quality. There were 6 ayes and 0 nays. The motion carried.

2018/19-523 A motion was made by Engelbrecht and seconded by Isbell to award the Shop Supplies bid #19-03-004, on a line-by-line basis, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that items 54225 and 54531 from Tifco Industries were rejected for failure to meet specifications for incorrect size. There were 6 ayes and 0 nays. The motion carried.

2018/19-524 A motion was made by Engelbrecht and seconded by Isbell to award the Welding Supplies bid #19-03-005, on a line-by-line basis, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that items 56059 and 56173 from
Airgas were rejected for failure to meet specifications for incorrect size and incorrect item, respectively. There were 6 ayes and 0 nays. The motion carried.

2018/19-525 A motion was made by Engelbrecht and seconded by Isbell to award the Building Trades Supplies & Tools bid #19-04-001, on a line-by-line basis, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that item 42294 from Paxton Patterson, LLC and Midwest technology Products was rejected for failure to meet specifications of incorrect size. Item 60059 from the Sherwin Williams Co. was rejected for failure to meet specifications for incorrect item. There were 6 ayes and 0 nays. The motion carried.

2018/19-526 A motion was made by Engelbrecht and seconded by Isbell to award the Cafeteria Chips & Snacks bid #19-04-003, on a line-by-line basis, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that items 6005 and 6096 from Renzi Foodservice for failure to meet specifications for incorrect item. There were 6 ayes and 0 nays. The motion carried.

2018/19-527 A motion was made by Engelbrecht and seconded by Isbell to award the Cafeteria Milk & Dairy bid #19-04-005, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note the bid from Renzi Foodservice was rejected for failure to comply with bid specifications: vendor does not provide coolers, nor is able to meet the requested delivery schedule. Item 10017 was rejected for failure to meet specifications for incorrect item. There were 6 ayes and 0 nays. The motion carried.

2018/19-528 A motion was made by Engelbrecht and seconded by Isbell to award the Furniture bid #19-04-006, on a line-by-line basis, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note the bid from W.B. Mason was rejected for failure to submit all required documentation. Several items were rejected from Hummel's Office Plus and Lakeshore Learning Materials for failure to meet specifications for incorrect item or size. There were 6 ayes and 0 nays. The motion carried.

2018/19-529 A motion was made by Engelbrecht and seconded by Isbell to award the School Bus Parts & Supplies bid #19-04-007, by category, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that several items from Leonard Bus Sales and Penn Power Group were rejected for failure to meet quality standards. There were 6 ayes and 0 nays.
The motion carried.

2018/19-530 A motion was made by Engelbrecht and seconded by Isbell to declare the equipment list, as attached to the official minutes, as excess or obsolete. There were 6 ayes and 0 nays. The motion carried.

2018/19-531 A motion was made by Engelbrecht and seconded by Isbell to approve to approve the 2018-19 Single Year Lease Agreements with school districts, as attached to the official minutes. There were 6 ayes and 0 nays. The motion carried.

2018/19-532 A motion was made by Engelbrecht and seconded by Isbell to approve a license agreement with Oneida Parks & Recreation to provide space for a 5-hour pre-licensing class. The term of the agreement will be July 1, 2019 through June 30, 2020. There were 6 ayes and 0 nays. The motion carried.

2018/19-533 A motion was made by Engelbrecht and seconded by Isbell to approve an agreement with the YMCA-WCC of Rome NY for classroom space to provide a 5-hour pre-licensing class. The term of the agreement will be July 1, 2019 through June 30, 2020. There were 6 ayes and 0 nays. The motion carried.

2018/19-534 A motion was made by Engelbrecht and seconded by Isbell to approve the 2019-2020 Vehicle License Agreements with Oneida City School District, Sherrill City School District (VVS) and Canastota Central School District to be used for courier services. There were 6 ayes and 0 nays. The motion carried.

2018/19-535 A motion was made by Engelbrecht and seconded by Isbell to approve the resolution attached to the official minutes authorizing Education Affiliation Agreements, and several template Affiliation Agreements to be used for Internships and Mentoring in the Career & Technical Education, Alternative & Special Education and Adult & Continuing Education. There were 6 ayes and 0 nays. The motion carried.

2018/19-536 A motion was made by Engelbrecht and seconded by Isbell to approve a contract with Herkimer-Oneida-Madison Workforce Development Board to deliver the Pride in Work program to social services clients for the period of July 1, 2019 through June 30, 2020. There were 6 ayes and 0 nays. The motion carried.

2018/19-537 A motion was made by Engelbrecht and seconded by Isbell to approve an amended agreement with Herkimer-Oneida-Madison Workforce Development Board to deliver educational services at the Oneida County Jail for
the period of July 1, 2019 through December 31, 2019. The amendment includes the term of the agreement, teacher pay increase and associated fringe. There were 6 ayes and 0 nays. The motion carried.

2018/19-538 A motion was made by Engelbrecht and seconded by Isbell to approve the agreement with the South Lewis Central School District for a multi-year (CoSer 602) request as attached to the official minutes. There were 6 ayes and 0 nays. The motion carried.

2018/19-539 A motion was made by Engelbrecht and seconded by Isbell to approve a contract with Kids Oneida for the 2019-20 school year to maintain a supportive service program for specialized 6:1:2 classrooms designated for students that exhibit intense behavioral needs. There were 6 ayes and 0 nays. The motion carried.

2018/19-540 A motion was made by Engelbrecht and seconded by Isbell to approve a contract with the Kelberman Center for the 2019-20 school year to provide consultations, trainings and behavioral services to our students and staff in our special education programs. There were 6 ayes and 0 nays. The motion carried.

2018/19-541 A motion was made by Engelbrecht and seconded by Baron to approve the recommended position creation as attached to the official minutes. There were 6 ayes and 0 nays. The motion carried.

2018/19-542 A motion was made by Engelbrecht and seconded by Baron to abolish the position of Teacher, Reading – Special Programs, currently held by Jill Anelli, effective June 30, 2019 due to lack of certification. There were 6 ayes and 0 nays. The motion carried.

2018/19-543 A motion was made by Engelbrecht and seconded by Baron to abolish the position of Teacher, Special Education – Special Programs, currently held by Stacy Atkinsi, effective June 30, 2019 due to lack of certification. There were 6 ayes and 0 nays. The motion carried.

2018/19-544 A motion was made by Engelbrecht and seconded by Baron to abolish the position of Teacher, ESL – Special Programs, currently held by Deborah Finn, effective June 30, 2019 due to lack of certification. There were 6 ayes and 0 nays. The motion carried.

2018/19-545 A motion was made by Engelbrecht and seconded by Baron to approve the recommended resignations as attached to the official minutes. There were 6 ayes and 0 nays. The motion carried.
A motion was made by Engelbrecht and seconded by Baron to approve the recommended leaves of absence as attached to the official minutes. There were 6 ayes and 0 nays. The motion carried.

Upon the recommendation of District Superintendent Starks, a motion was made by Engelbrecht and seconded by Baron to approve the recommended professional appointments as attached to the official minutes. There were 6 ayes and 0 nays. The motion carried.

Upon the recommendation of District Superintendent Starks, a motion was made by Engelbrecht and seconded by Baron to approve the recommended civil service appointments as attached to the official minutes. There were 6 ayes and 0 nays. The motion carried.

A motion was made by Engelbrecht and seconded by Baron the recommended continuing education appointments as attached to the official minutes. There were 6 ayes and 0 nays. The motion carried.

A motion was made by Engelbrecht and seconded by Baron to approve the recommended miscellaneous appointments as attached to the official minutes. There were 6 ayes and 0 nays. The motion carried.

A motion was made by Engelbrecht and seconded by Baron to approve the recommended summer school appointments as attached to the official minutes. There were 6 ayes and 0 nays. The motion carried.

A motion was made by Engelbrecht and seconded by Baron to approve the recommended consultants as attached to the official minutes. There were 6 ayes and 0 nays. The motion carried.

A motion was made by Engelbrecht and seconded by Baron to approve the recommended performing arts contracts as attached to the official minutes. There were 6 ayes and 0 nays. The motion carried.

The Board conducted the first reading of Policy 5046 – Transportation of Students. No action was taken at this time.

A motion was made by Sherwood and seconded by Baron to approve Policy 7044 – Student Medications, as revised. There were 6 ayes and 0 nays. The motion carried.

The Board moved to the Assistant Superintendent for Instruction Report. The following was discussed:
Chainsaw Donation to CTE, Monetary Donation to the Rome Access Site, Policy 1011 – Code of Conduct (review only), Youth Summit Summary of Student Projects (information) and Revised CTE Instructional Summer Curriculum Work.

2018/19-557 A motion was made by Sherwood and seconded by Gustin accept a donation of a Husqavana 52xP chainsaw to the Conservation class from Brian Sheferstein and the VVS FFA Club. The VVS FFA Club and Conservation class have been collaborating throughout the 2018-19 school year. The chainsaw will be gifted at the VVS FFA end of year banquet. There were 6 ayes and 0 nays. The motion carried.

John Costello, Sr. arrived at the meeting.

2018/19-558 A motion was made by Sherwood and seconded by Engelbrecht to accept a monetary donation in the amount of $10,000 from the Dollar General Literacy Foundation for the BOCES Consortium of Continuing Education – Rome ACCESS Site. The Foundation’s award notification states the intent of the funds is to strengthen our literacy and library programs. There were 7 ayes and 0 nays. The motion carried.

2018/19-559 The Board conducted their annual review of Policy 1011 – Code of Conduct. There were no recommended revisions at this time.

2018/19-560 A motion was made by Costello and seconded by Isbell to approve and support the revised recommendation from Career & Technical Education for summer curriculum work for instructional staff at a cost of $24,570. This is an increase of $1,820. There were 7 ayes and 0 nays. The motion carried.

2018/19-561 The Board moved to the Assistant Superintendent for Administrative Services Report. The following was discussed: Rossetti MORIC Emergency Power Project Electrical Contract, BOCES Vehicle Inventory, Annual Merit Stipends, Stipend Rates for Curriculum Work, 2019-2020 Revenue Anticipation Note (roll call vote), Intermunicipal Agreement for Shared Legal Services.

2018/19-562 A motion was made by Gustin and seconded by Engelbrecht to approve a contract with MEC Electric, Inc. for electrical work associated with the MORIC Emergency Power Project. There were 7 ayes and 0 nays. The motion carried.

2018/19-563 A motion was made by Isbell and seconded by Baron to approve the Madison-Oneida BOCES Annual Vehicle Inventory as presented. There were 7 ayes and 0 nays. The
motion carried.

2018/19-564 A motion was made by Baron and seconded by Costello to approve the annual merit stipend allotment by division as presented and recommended. There were 7 ayes and 0 nays. The motion carried.

2018/19-565 A motion was made by Gustin and seconded by Costello to approve the 2019-20 Reimbursement Rates for Curriculum Work as recommended. There were 7 ayes and 0 nays. The motion carried.

2018/19-566 A motion was made by Engelbrecht and seconded by Isbell to approve the 2019-20 Revenue Anticipation Note Resolution as attached to the official minutes. There were 7 ayes and 0 nays (roll call vote). The motion carried.

2018/19-567 A motion was made by Baron and seconded by Engelbrecht to approve an Intermunicipal Agreement with the Canastota Central School District to provide legal services effective July 1, 2019 through June 30, 2020. There were 7 ayes and 0 nays. The motion carried.

2018/19-568 A motion was made by Gustin and seconded by Baron to move to Executive Session for the purposes of discussing confidential and personnel matters. There were 7 ayes and 0 nays. The motion carried.

The President returned to regular session.

2018/19-569 A motion was made by Costello and seconded by Isbell to increase the base salary of the Assistant Superintendent for Instruction and the Assistant Superintendent for Administrative Services in the amount of $6,942 for the 2019-20 school year. There were 7 ayes and 0 nays. The motion carried.

2018/19-570 The Board moved to the District Superintendent's Report. The following information items were discussed: Meetings & Events, 2019-20 SBI Meeting Calendar, Albany Update, Board of Education Priorities & Planning (information), August Board Planning Day Agenda and Hinman Straub Reports.

2018/19-571 The Board moved to Board Items. The following was discussed: Board Member Resignation, Thank You from Sandra Ruffo, FYIs, Board Expense Report, iPad Update (information), Area 5 Director Vacancy, Oneida Greenhouse Project (John Costello), Nominating Committee Recommendation: 2019-2020 John Costello, President and Patrick Baron, Vice President; 2020-21 – Patrick Baron, President and Donna Isbell, Vice President. Special Board Meeting Date – June 19th at 7:30am.
2018/19-572  A motion was made by Isbell and seconded by Costello to accept the resignation of Paul Lehmann, Hamilton representative, effective immediately. There were 7 ayes and 0 nays. The motion carried.

2018/19-573  A motion was made by Isbell and seconded by Gustin to adjourn the meeting at 7:04pm. There were 7 ayes and 0 nays. The motion carried.

Respectfully Submitted,

[Signature]

Catherine M. Quinn, Clerk of the Board