

**MINUTES OF THE REGULAR MONTHLY MEETING
APRIL 1, 2020**

The Regular Monthly Meeting of the Board of Cooperative Educational Services, Sole Supervisory District, Madison and Oneida counties, was held Wednesday, April 1, 2020, via phone conference due to the current COVID 19 virus pandemic in accordance with the Governor's Executive Orders. The meeting was called to order at 5:00 p.m. by Board President John Costello, Sr. There was no public participation. The Board recited the pledge of allegiance.

Present: Sally Sherwood – Camden, Douglas Gustin – Canastota, Stephanie Fadale – Hamilton, Richard Engelbrecht – Madison, Donna Isbell – Morrisville-Eaton, John Costello, Sr. – Oneida, Suzanne Carvelli – Rome, Joseph Monfiletto – Stockbridge Valley and Patrick Baron – VVS.

Also Present: Scott Budelmann – District Superintendent, Patricia Vacca, Assistant Superintendent for Instruction, Lisa Decker, Deputy Superintendent for Finance & Operations and Catherine M. Quinn – District Clerk.

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| 2019/20-435 | A motion was made by Gustin and seconded by Monfiletto to amend the agenda to include an Additional and Updated Personnel Reports. There were 9 ayes and 0 nays. The motion carried. | AMEND BOARD
MEETING AGENDA |
| 2019/20-436 | A motion was made by Engelbrecht and seconded by Isbell to approve the minutes of the Regular Monthly meeting held on March 5, 2020. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
MINUTES OF 3/5/2020
REGULAR MEETING |
| 2019/20-437 | A motion was made by Sherwood and seconded by Fadale to approve the amended minutes of the Special meeting held on February 10, 2020. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
AMENDED MINUTES OF
2/10/2020 SPECIAL
MEETING |
| 2019/20-438 | A motion was made by Gustin and seconded by Engelbrecht to approve the Treasurer's Report ending February 29, 2020 as attached to the official minutes. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
TREASURER'S REPORT
ENDING
FEBRUARY 29, 2020 |
| 2019/20-439 | A motion was made by Gustin and seconded by Fadale to approve the monthly Claims Audit Report as attached to the official minutes. There were 9 ayes and 0 nays. The motion carried. | MONTHLY CLAIMS
AUDIT REPORT |
| 2019/20-440 | A motion was made by Engelbrecht and seconded by Sherwood to award the Cosmetology Supplies bid #20-02-002, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. There were 9 ayes and 0 nays. The motion carried. | BID:
COSMETOLOGY
SUPPLIES |
| 2019/20-441 | A motion was made by Engelbrecht and seconded by Sherwood to award the Simulators, Operator Training bid #20-02-008, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. There were 9 ayes and 0 nays. The motion carried. | BID:
SIMULATORS,
OPERATOR TRAINING |

- 2019/20-442 A motion was made by Engelbrecht and seconded by Sherwood to award the Water Sampling & Testing Services bid 20-02-009, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. There were 9 ayes and 0 nays. The motion carried. **BID:
WATER SAMPLING &
TESTING SERVICES**
- 2019/20-443 A motion was made by Engelbrecht and seconded by Sherwood to award the Athletic & Physical Education Supplies bid 20-01-001, 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 from various vendors were rejected for failure to comply with bid specifications for incorrect brand, color and size. There were 9 ayes and 0 nays. The motion carried. **BID:
ATHLETIC & PHYSICAL
EDUCATION SUPPLIES**
- 2019/20-444 A motion was made by Engelbrecht and seconded by Sherwood to award the Health Supplies bid 20-01-003, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that several items from Medco Supply, Henry Schein Medical and Dealmed Medical Supplies, LLC were rejected for failure to comply with bid specifications for incorrect brand, color and size. There were 9 ayes and 0 nays. The motion carried. **BID:
HEALTH SUPPLIES**
- 2019/20-445 A motion was made by Engelbrecht and seconded by Sherwood to award the Food Occupations Supplies bid #20-02-005, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that several items from W.B. Mason Co, Sam Tell & Son, Inc. and Joseph Flihan Co. were rejected for failure to comply with bid specifications for incorrect size or item. There were 9 ayes and 0 nays. The motion carried. **BID:
FOOD OCCUPATIONS
SUPPLIES**
- 2019/20-446 A motion was made by Engelbrecht and seconded by Sherwood to award the Audio Visual Equipment bid #20-03-001, 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 #3076 from Hummel's Office Plus was rejected for failure to comply with bid specifications for wrong size. There were 9 ayes and 0 nays. The motion carried. **BID:
AUDIO VISUAL
EQUIPMENT**
- 2019/20-447 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 9 ayes and 0 nays. The motion carried. **EXCESS/OBSOLETE
EQUIPMENT**
- 2019/20-448 A motion was made by Engelbrecht and seconded by Sherwood to approve the agreement with the Clinton Central School District for a multi-year (CoSer 602) request as attached to the official minutes. There were 9 ayes and 0 nays. The motion carried. **INSTALLMENT
PURCHASE REQUEST –
CLINTON CSD**

2019/20-449	A motion was made by Engelbrecht and seconded by Sherwood to approve the agreement with the Thousand Islands Central School District for a multi-year (CoSer 505) request as attached to the official minutes. There were 9 ayes and 0 nays. The motion carried.	INSTALLMENT PURCHASE REQUEST – THOUSAND ISLANDS CSD
2019/20-450	A motion was made by Engelbrecht and seconded by Sherwood to approve the agreement with the West Canada Valley Central School District for a multi-year (CoSer 602) request as attached to the official minutes. There were 9 ayes and 0 nays. The motion carried.	INSTALLMENT PURCHASE REQUEST – WEST CANADA VALLEY CSD
2019/20-451	A motion was made by Engelbrecht and seconded by Sherwood to approve participation in a joint RFP for lease purchase agreements for the 2020-2021 school year as per the resolution attached to the official minutes. There were 9 ayes and 0 nays. The motion carried.	PARTICIPATION IN JOINT RFP FOR LEASE PURCHASE AGREEMENTS
2019/20-452	A motion was made by Engelbrecht and seconded by Sherwood approve participation in a joint agreements managed by Erie 1 BOCES for instructional technology, as per the resolution attached to the official minutes. There were 9 ayes and 0 nays. The motion carried.	PARTICIPATION IN JOINT AGREEMENTS FOR INSTRUCTIONAL TECHNOLOGY
2019/20-453	A motion was made by Isbell and seconded by Carvelli to abolish the position of Instructor, Pride In Work – Continuing Education, currently held by Jerome Anderson, effective March 20, 2020 due to the emergency closing of the program. There were 9 ayes and 0 nays. The motion carried.	REDUCTION IN FORCE
2019/20-454	A motion was made by Isbell and seconded by Carvelli to abolish the position of Instructor, Pride In Work – Continuing Education, currently held by Denise Gregory, effective March 20, 2020 due to the emergency closing of the program. There were 9 ayes and 0 nays. The motion carried.	REDUCTION IN FORCE
2019/20-455	A motion was made by Isbell and seconded by Carvelli to abolish the position of Instructor, Pride In Work – Continuing Education, currently held by Tania Wentworth, effective March 20, 2020 due to the emergency closing of the program. There were 9 ayes and 0 nays. The motion carried.	REDUCTION IN FORCE
2019/20-456	A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Jennelle Avery, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried.	REDUCTION IN FORCE
2019/20-457	A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Jenna Barlow, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried.	REDUCTION IN FORCE

- 2019/20-458 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Sarah Bellinger, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-459 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Kathleen Berner, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-460 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Tina Bowman, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-461 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Jennifer Carson, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-462 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Sheena Chesebro, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-463 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Timothy Closson, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-464 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Jessika Cronizer, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-465 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Paula D’Antonio, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-466 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Julie Durant, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE

- 2019/20-467 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Jodi Featherly, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-468 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Jessica Furry, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-469 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Mikayla Gadz, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-470 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Colt Herring, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-471 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Nicole Homan, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-472 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Robyn House, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-473 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Naomi Loomis, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-474 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Jamie Mazur, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-475 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Suzanne Morey, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE

- 2019/20-476 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Marilyn Morris, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-477 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Trudy Nodine, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-478 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Nola Peters, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-479 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Carrie Reynolds, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-480 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Ashley Richer, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-481 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Jennifer Salisbury, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-482 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Marissa Scherz, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-483 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Rebecca Shaw, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-484 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Tammy Shaw, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE

- 2019/20-485 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Lois Thurston, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-486 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Brenda Vogel, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-487 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Jaymee Wagner, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-488 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Tammy Wilkinson, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-489 A motion was made by Isbell and seconded by Carvelli to abolish the position of 1:1 Teacher Aide – Special Programs, currently held by Deborah Wimett, effective March 16, 2020 due to emergency school closing. There were 9 ayes and 0 nays. The motion carried. REDUCTION IN FORCE
- 2019/20-490 A motion was made by Isbell and seconded by Carvelli to approve the recommended resignations as attached to the official minutes. There were 9 ayes and 0 nays. The motion carried. APPROVE:
RESIGNATIONS
- 2019/20-491 A motion was made by Isbell and seconded by Carvelli to approve the recommended leaves of absence as attached to the official minutes. There were 9 ayes and 0 nays. The motion carried. APPROVE:
LEAVES OF ABSENCE
- 2019/20-492 Upon the recommendation of District Superintendent Budelmann, a motion was made by Isbell and seconded by Carvelli to approve the recommended professional appointments as attached to the official minutes. There were 9 ayes and 0 nays. The motion carried. APPROVE:
PROFESSIONAL
APPOINTMENTS
- 2019/20-493 Upon the recommendation of District Superintendent Budelmann, a motion was made by Isbell and seconded by Carvelli to approve the recommended civil service appointments as attached to the official minutes. There were 9 ayes and 0 nays. The motion carried. APPROVE:
CIVIL SERVICE
APPOINTMENTS

2019/20-494	A motion was made by Isbell and seconded by Carvelli to approve the recommended continuing education appointments as attached to the official minutes. There were 9 ayes and 0 nays. The motion carried.	APPROVE: CONTINUING EDUCATION APPOINTMENTS
2019/20-495	A motion was made by Isbell and seconded by Carvelli to approve the recommended miscellaneous appointments as attached to the official minutes. There were 9 ayes and 0 nays. The motion carried.	APPROVE: MISCELLANEOUS APPOINTMENTS
2019/20-496	A motion was made by Isbell and seconded by Carvelli to approve the recommended internship/fieldwork experience as attached to the official minutes. There were 9 ayes and 0 nays. The motion carried.	APPROVE: INTERNSHIP/ FIELDWORK EXPERIENCE
2019/20-497	A motion was made by Isbell and seconded by Carvelli to approve the recommended consultants as attached to the official minutes. There were 9 ayes and 0 nays. The motion carried.	APPROVE: CONSULTANTS
2019/20-498	A motion was made by Sherwood and seconded by Engelbrecht to approve the recommended performing arts contracts as attached to the official minutes. There were 9 ayes and 0 nays. The motion carried.	APPROVE: PERFORMING ARTS CONTRACTS
2019/20-499	The Board moved to the Assistant Superintendent for Instruction Services Report. The following was discussed: Donation – Conservation Utility Poles	ASSISTANT SUPERINTENDENT FOR INSTRUCTION REPORT
2019/20-500	A motion was made by Sherwood and seconded by Engelbrecht to accept a donation of two utility poles from the Oneida-Madison Electric Cooperative to be used as an educational resource in the Conservation and HVAC programs on the BOCES campus. There were 9 ayes and 0 nays. The motion carried.	ACCEPT DONATION: UTILITY POLES
2019/20-501	The Board moved to the Deputy Superintendent for Finance & Operations Report. The following was discussed: 2020-2021 Technology Plan and 2020-2021 School Safety Team.	DEPUTY SUPERINTENDENT FOR FINANCE & OPERATIONS REPORT
2019/20-502	A motion was made by Isbell and seconded by Fadale to approve the proposed Madison-Oneida BOCES 2020-2021 School Safety Team to include representatives from the board, administration, teachers, parents, students and school safety and campus personnel. There were 9 ayes and 0 nays. The motion carried.	2020-2021 MADISON- ONEIDA BOCES SCHOOL SAFETY TEAM
2019/20-503	The Board moved to the District Superintendent's Report. The following was discussed: Resolution Authorizing Continued Operations During a Public Health Emergency, Meetings & Events, End of Year Events (as of 3/23/2020), Executive Budget (information), Rural Schools Association March 2020 Newsletter.	DISTRICT SUPERINTENDENT'S REPORT

2019/20-504 A motion was made by Isbell and seconded by Monfiletto to approve the following resolution:

APPROVE RESOLUTION:
CONTINUED
OPERATIONS DURING A
PUBLIC HEALTH
EMERGENCY

RESOLVED, that the primary objective of the Madison-Oneida BOCES during this period of State-declared public health emergency is to continue to provide services and support to school districts to the fullest extent consistent with the Governor's Executive Order 202 and its subsequent related Executive Orders; and the District Superintendent is authorized to direct, assign, and compensate the BOCES staff as necessary to meet that objective, including the authorization to compensate BOCES staff for work performed from home or other remote locations during the period of declared public health emergency.

There were 9 ayes and 0 nays. The motion carried.

2019/20-505 The Board moved to Board Items. The following was discussed: FYI's, Board Expense Report.

BOARD ITEMS

2019/20-506 A motion was made by Isbell and seconded by Fadale to adjourn the meeting at 5:48pm. There were 9 ayes and 0 nays. The motion carried.

ADJOURNMENT

Respectfully Submitted,



Catherine M. Quinn, Clerk of the Board