

MINUTES OF THE REGULAR MONTHLY MEETING
JUNE 4, 2020

The Regular Monthly Meeting of the Board of Cooperative Educational Services, Sole Supervisory District, Madison and Oneida counties, was held Thursday, June 4, 2020, via WebEx due to the current COVID 19 virus pandemic in accordance with the Governor's Executive Orders. The meeting was called to order at 5:07 p.m. by Board President John Costello, Sr. The Board recited the pledge of allegiance. There was no public participation.

Present: Sally Sherwood – Camden, 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.

Absent: Douglas Gustin – Canastota

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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| 2019/20-546 | A motion was made by Isbell and seconded by Engelbrecht to amend the agenda to include updates/additional personnel reports, revised ICAN agreement and facilities update. There were 8 ayes and 0 nays. The motion carried. | AMEND BOARD
MEETING AGENDA |
| 2019/20-547 | A motion was made by Baron and seconded by Monfiletto to approve the minutes of the Regular Monthly meeting held on May 7, 2020. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
MINUTES OF 5/7/2020
REGULAR MEETING |
| 2019/20-548 | A motion was made by Engelbrecht and seconded by Isbell to approve the Treasurer's Report ending April 30, 2020 as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
TREASURER'S REPORT
ENDING
APRIL 30, 2020 |
| 2019/20-549 | A motion was made by Baron and seconded by Engelbrecht 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 |
| 2019/20-550 | A motion was made by Isbell and seconded by Engelbrecht to award the Desktop Laser Printers bid #20-03-006, 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:
DESKTOP LASER
PRINTERS |
| 2019/20-551 | A motion was made by Isbell and seconded by Engelbrecht to award the Cafeteria Bread & Pizza bid #20-04-002, by category, 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:
CAFETERIA BREAD &
PIZZA |

- 2019/20-552 A motion was made by Isbell and seconded by Engelbrecht to award the Cafeteria Commodity Processing bid 20-04-010, 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:
CAFETERIA
COMMODITY
PROCESSING**
- 2019/20-553 A motion was made by Isbell and seconded by Engelbrecht to award the Custodial & Floor Care Supplies bid 20-02-003, on a line-by-line basis, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that various items from several vendors were rejected for failure to comply with bid specifications for not meeting quality expectations, incorrect item or incorrect size. There were 8 ayes and 0 nays. The motion carried. **BID:
CUSTODIAL & FLOOR
CARE SUPPLIES**
- 2019/20-554 A motion was made by Isbell and seconded by Engelbrecht to award the Science Supplies bid 20-03-008, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that the following items were rejected for failure to comply with bid specifications: item #52112 from Ward's Science for incorrect items; items #52274, 52112, 52691 from Fisher Scientific for incorrect items; and #52077, 52097, 52210, 52226 for incorrect size. There were 8 ayes and 0 nays. The motion carried. **BID:
SCIENCE SUPPLIES**
- 2019/20-555 A motion was made by Isbell and seconded by Engelbrecht to award the Building Trades Supplies & Tools 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 items #42319, 44005 and 44031 from Tifco Industries were rejected for failure to comply with bid specifications for incorrect size. There were 8 ayes and 0 nays. The motion carried. **BID:
BUILDING TRADES
SUPPLIES & TOOLS**
- 2019/20-556 A motion was made by Isbell and seconded by Engelbrecht to award the Furniture bid #20-04-006, on a line-by-line basis, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that various items from several vendors were rejected for failure to comply with bid specifications for incorrect item, incorrect manufacturer or incorrect size. There were 8 ayes and 0 nays. The motion carried. **BID:
FURNITURE**
- 2019/20-557 A motion was made by Isbell and seconded by Engelbrecht to award the Shop Supplies bid #20-04-011, on 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 Tifco Industries was rejected for failure to comply with bid specifications for failure to submit all required documentation properly completed. Items #54089, 54214, **BID:
SHOP SUPPLIES**

54215, 54332 from Trackside Auto Parts, Inc. and Volo's Auto Supply were rejected for incorrect size or incorrect item; \$54038, 54062 from United Auto Supply was rejected for incorrect item and 54435 from RH Crown, Inc. was rejected for incorrect size. There were 9 ayes and 0 nays. The motion carried.

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| 2019/20-558 | A motion was made by Isbell and seconded by Engelbrecht 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. | EXCESS/OBSOLETE
EQUIPMENT |
| 2019/20-559 | A motion was made by Isbell and seconded by Engelbrecht to approve a resolution, as attached to the official minutes; that authorizes the MORIC to participate in the NYS Distance Learning Contract Consortium on behalf of the 50 component school districts in the region and allowing Erie 1 BOCES to negotiate contracts on our behalf. There were 8 ayes and 0 nays. The motion carried. | 2020-2021 DISTANCE
LEARNING STATEWIDE
AGREEMENTS |
| 2019/20-560 | A motion was made by Isbell and seconded by Engelbrecht to approve a contract with Integrated Community Alternatives Network (ICAN) for the 2020-2021 school year to maintain a supportive service program for specialized classrooms designated for students that exhibit intensive behavioral health needs. There were 8 ayes and 0 nays. The motion carried. | 2020-2021 ICAN
AGREEMENT |
| 2019/20-561 | A motion was made by Isbell and seconded by Engelbrecht to approve a resolution, as attached to the official minutes; that authorizes Erie 1 BOCES to negotiate contracts for the licensing of specified software/learning packages. There were 8 ayes and 0 nays. The motion carried. | 2020-2021
INSTRUCTIONAL
TECHNOLOGY
STATEWIDE
AGREEMENTS |
| 2019/20-562 | A motion was made by Isbell and seconded by Engelbrecht to approve the agreement with Herff Jones, LLC, to provide virtual graduation services to the MORIC component districts. There were 8 ayes and 0 nays. The motion carried. | AGREEMENT:
HERFF JONES, LLC |
| 2019/20-563 | A motion was made by Isbell and seconded by Engelbrecht 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 8 ayes and 0 nays. The motion carried. | EDUCATION
AFFILIATION
AGREEMENTS |
| 2019/20-564 | A motion was made by Isbell and seconded by Engelbrecht to approve the agreement with Madison County to allow the New Visions Law & Government instructor and students utilize training space at the Madison County Complex. There were 8 ayes and 0 nays. | AGREEMENT:
MADISON COUNTY |

The motion carried.

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| 2019/20-565 | A motion was made by Isbell and seconded by Engelbrecht to approve an Agreement for Professional Services with Dr. Daniel Ratnarajah; allowing BOCES bus drives to receive their annual bus driver physical. The agreement is effective July 1, 2020 through June 30, 2021. There were 8 ayes and 0 nays. The motion carried. | AGREEMENT FOR
PROFESSIONAL
SERVICES |
| 2019/20-566 | A motion was made by Isbell and seconded by Engelbrecht to approve to approve the 2020-2021 Single Year Lease Agreements with school districts, as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
2020-2021 SINGLE
YEAR LEASES |
| 2019/20-567 | A motion was made by Isbell and seconded by Engelbrecht to approve the 2020-2021 Vehicle Lease Agreements with Oneida City School District, Sherrill City School District (VVS) and Canastota Central School District to be used for courier services. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
2020-2021 VEHICLE
LEASE AGREEMENTS |
| 2019/20-568 | A motion was made by Isbell and seconded by Engelbrecht to approve the agreement with Agile Sports Technologies Contract, to make educational sports software (Hudl) available to our component districts. There were 8 ayes and 0 nays. The motion carried. | AGREEMENT:
AGILE SPORTS
TECHNOLOGIES
CONTRACT |
| 2019/20-569 | A motion was made by Isbell and seconded by Engelbrecht to approve the agreement with the Watertown City 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. | INSTALLMENT
PURCHASE
AGREEMENT:
WATERTOWN CSD |
| 2019/20-570 | A motion was made by Isbell and seconded by Engelbrecht to approve a resolution, as attached to the official minutes; that authorizes Erie 1 BOCES to negotiate contracts for the licensing of administrative software packages. There were 8 ayes and 0 nays. The motion carried. | 2020-2021
ADMINISTRATIVE
TECHNOLOGY
STATEWIDE
AGREEMENTS |
| 2019/20-571 | A motion was made by Monfiletto and seconded by Engelbrecht to approve the recommended resignations as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
RESIGNATIONS |
| 2019/20-572 | A motion was made by Monfiletto and seconded by Engelbrecht to approve the recommended leaves of absence as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
LEAVES OF ABSENCE |
| 2019/20-573 | Upon the recommendation of District Superintendent Budelmann, a motion was made by Monfiletto and seconded by Engelbrecht to approve the recommended civil appointments as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
CIVIL SERVICE
APPOINTMENTS |

2019/20-574	A motion was made by Monfiletto and seconded by Engelbrecht to approve the recommended miscellaneous appointments as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.	APPROVE: MISCELLANEOUS APPOINTMENTS
2019/20-575	A motion was made by Monfiletto and seconded by Engelbrecht to approve the recommended consultants as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.	APPROVE: PERFORMING ARTS CONTRACTS
2019/20-576	A motion was made by Monfiletto and seconded by Engelbrecht to approve the recommended performing arts contracts as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.	APPROVE: PERFORMING ARTS CONTRACTS
2019/20-577	Upon the recommendation of District Superintendent Budelmann, a motion was made by Baron and seconded by Isbell to grant tenure to Emma Ward, Teaching Assistant, effective September 1, 2020, upon satisfactory completion of her probationary period. There were 8 ayes and 0 nays. The motion carried.	APPOINTMENT TO TENURE: EMMA WARD
2019/20-578	Upon the recommendation of District Superintendent Budelmann, a motion was made by Engelbrecht and seconded by Isbell to grant tenure to Kim Handzel, Teacher – Special Education, effective September 1, 2020, upon satisfactory completion of her probationary period. There were 8 ayes and 0 nays. The motion carried.	APPOINTMENT TO TENURE: KIM HANDZEL
2019/20-579	Upon the recommendation of District Superintendent Budelmann, a motion was made by Engelbrecht and seconded by Monfiletto to grant tenure to Tami Mesagna, Teaching Assistant, effective September 1, 2020, upon satisfactory completion of her probationary period. There were 8 ayes and 0 nays. The motion carried.	APPOINTMENT TO TENURE: TAMI MESAGNA
2019/20-580	Upon the recommendation of District Superintendent Budelmann, a motion was made by Isbell and seconded by Baron to grant tenure to Mike Winkler, Teacher – Special Education, effective September 1, 2020, upon satisfactory completion of his probationary period. There were 8 ayes and 0 nays. The motion carried.	APPOINTMENT TO TENURE: MIKE WINKLER
2019/20-581	A motion was made by Monfiletto and seconded by Isbell to approve Policy 1011 – Code of Conduct for the Maintenance of Public Order on School Property and at School Functions as revised. There were 8 ayes and 0 nays. The motion carried.	ACTION: POLICY 1011 – CODE OF CONDUCT
2019/20-582	The Board moved to the Assistant Superintendent for Instruction Services Report. The following was discussed: End of Year Events; Teacher interactions with students.	ASSISTANT SUPERINTENDENT FOR INSTRUCTION REPORT

2019/20-583	The Board moved to the Deputy Superintendent for Finance & Operations Report. The following was discussed: Vehicle Inventory Report, annual Merit Stipends, 2020-2021 Revenue Anticipation Note, Resolution to Amend BOCES Section 125 Flexible Spending Plan, 2020-2021 Official BOCES Budget and Facilities Update.	DEPUTY SUPERINTENDENT FOR FINANCE & OPERATIONS REPORT
2019/20-584	A motion was made by Baron and seconded by Isbell to approve the Madison-Oneida BOCES 2020-2021 Vehicle Inventory Report, as presented. There were 8 ayes and 0 nays. The motion carried.	APPROVE: 2020-21 VEHICLE INVENTORY REPORT
2019/20-585	A motion was made by Engelbrecht and seconded by Monfiletto to approve the annual merit stipend allotment by division as presented and recommended. There were 8 ayes and 0 nays. The motion carried.	APPROVE: MERIT STIPEND ALLOTMENT RECOMMENDATION
2019/20-586	A motion was made by Isbell and seconded by Baron to approve the 2020-2021 Revenue Anticipation Note Resolution as attached to the official minutes. There were 8 ayes and 0 nays (roll call vote). The motion carried.	APPROVE: 2020-2021 REVENUE ANTICIPATION NOTE
2019/20-587	A motion was made by Baron and seconded by Sherwood to approve the resolution, as attached to the official minutes, to amend the BOCES Flexible Spending Plan to allow BOCES employees to contribute a maximum of \$2,750 for the flex medical account for unreimbursed medical expenses for the 2020-2021 plan year. There were 8 ayes and 0 nays. The motion carried.	BOCES FLEXIBLE SPENDING PLAN
2019/20-588	A motion was made by Isbell and seconded by Carvelli to approve the 2020-2021 Official Madison-Oneida BOCES Budget as presented. There were 8 ayes and 0 nays. The motion carried.	2020-2021 OFFICIAL BOCES BUDGET
2019/20-589	The Board moved to the District Superintendent's Report. The following was discussed: Meetings & Events, 2019-2020 Student Program Calendar Amendment, Budget Update, Reopening of School Plans, OHM School Board Institute Update and Rural Schools Association May 2020 Newsletter.	DISTRICT SUPERINTENDENT'S REPORT
2019/20-590	A motion was made by Isbell and seconded by Baron to approve the amended 2019-2020 Student Program Calendar as presented. There were 8 ayes and 0 nays. The motion carried.	APPROVE: AMENDED 2019-2020 STUDENT PROGRAM CALENDAR
2019/20-591	The Board moved to Board Items. The following was discussed: NYSSBA Board Member Recognition (Douglas Gustin), Board Expense Report.	BOARD ITEMS
2019/20-592	A motion was made by Engelbrecht and seconded by Isbell to recognize and congratulate Douglas Gustin, Board Member representing the Canastota Central School District, on receiving a NYSSBA Level 4 Board Lifetime	BOARD MEMBER RECOGNITION: DOUGLAS GUSTIN

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

2019/20-593 A motion was made by Isbell and seconded by Engelbrecht to move to Executive Session for the purposes of discussing the employment history of a particular individual. There were 8 ayes and 0 nays. The motion carried. EXECUTIVE SESSION

The President returned to regular session.

2019/20-594 A motion was made by Isbell and seconded by Baron to designate Veteran's Day as a BOCES holiday for all staff (non-instructional) who currently report to work on that day. There were 8 ayes and 0 nays. The motion carried. BOCES HOLIDAY:
VETERAN'S DAY

2019/20-595 A motion was made by Baron and seconded by Engelbrecht 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. CATEGORIZED SALARY
RANGES FOR
NON-NEGOTIATING
EMPLOYEES

2019/20-596 The Board discussed and decided to postpone the Board Planning/Goal Setting session for the upcoming school year. This will be added to the agenda of the August 6th Board Planning Day. The platform and/or location of that meeting is TBD. BOARD PLANNING/
GOAL SETTING SESSION

2019/20-597 A motion was made by Isbell and seconded by Engelbrecht to adjourn the meeting at 7:12pm. There were 8 ayes and 0 nays. The motion carried. ADJOURNMENT

Respectfully Submitted,



Catherine M. Quinn, Clerk of the Board