The Regular Monthly Meeting of the Board of Cooperative Educational Services, Sole Supervisory District, Madison and Oneida counties, was held Wednesday, July 10, 2019, in the Board Room of the District Offices building on the BOCES campus, Verona, New York. The meeting was called to order at 5:05 p.m. by President John J. Costello, Sr. There was no public participation.


Absent: Patrick Baron – VVS

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

Board President John J. Costello, Sr. took a moment to congratulate Board Member Douglas Gustin on his recent marriage. He also thanked Board Member Suzanne Carvelli for her dedicated service and time in serving as Board President for the past school year.

2019/20-048 A motion was made by Gustin and seconded by Isbell to amend the agenda to include updated personnel reports. There were 7 ayes and 0 nays. The motion carried.

2019/20-049 A motion was made by Carvelli and seconded by Engelbrecht to approve the minutes of the Regular Monthly meeting held on June 6, 2019. There were 7 ayes and 0 nays. The motion carried.

2019/20-050 A motion was made by Gustin and seconded by Engelbrecht to approve the May 2019 Treasurer's Report as attached to the official minutes. There were 7 ayes and 0 nays. The motion carried.

2019/20-051 A motion was made by Engelbrecht and seconded by Isbell to approve the monthly Claims Audit Report as attached to the official minutes. There were 7 ayes and 0 nays. The motion carried.

2019/20-052 A motion was made by Carvelli and seconded by Engelbrecht to award the Cafeteria Groceries & Meats bid #19-06-001, on a line-by-line basis, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that the bid from Nardone Bros. Bakery was rejected for failure to submit all required documentation. Several items were rejected from Renzi Foodservice and Ginsberg’s Foods, Inc. for failure to conform to bid specifications for size, item or source. There were 7 ayes and 0 nays. The motion carried.
2019/20-053 A motion was made by Carvelli and seconded by Engelbrecht to award the Cafeteria Paper bid #19-06-002 to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that that item #11073 from Hummels Office Plus and W.B. Mason Co., Inc.; item #11127 from Hill & Markes, Inc.; and item #11056 from W.B. Mason Co., Inc. were rejected for failure to meet specifications for incorrect item or size. There were 7 ayes and 0 nays. The motion carried.

2019/20-054 A motion was made by Carvelli and seconded by Engelbrecht to award the Gasoline, Diesel Fuel, Fuel Oil & Propane bid #19-06-004 on line-by-line basis to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that all fixed price bids from Reinhardt Corp. were rejected for failure to comply with bid specs; does not adhere to the 5% fixed price option. The bid from AmeriGas Propane LP was rejected for failure to comply with bid specs; deviations/exceptions are not acceptable There were 7 ayes and 0 nays. The motion carried.

2019/20-055 A motion was made by Carvelli and seconded by Engelbrecht to declare the equipment list, as attached to the official minutes, as excess or obsolete. There were 7 ayes and 0 nays. The motion carried.

2019/20-056 A motion was made by Carvelli and seconded by Engelbrecht to approve a contract addendum with Kids Oneida. This addendum includes language in the contract which meets NYS Education Law 2d (Student Data) requirements. There were 7 ayes and 0 nays. The motion carried.

2019/20-057 A motion was made by Carvelli and seconded by Engelbrecht to approve a two-year (2019-2021) agreement with the Herkimer-Oneida-Madison Workforce Development Board for the Madison-Oneida BOCES to operate a WIOA One-Stop Operator in the region. There were 7 ayes and 0 nays. The motion carried.

2019/20-058 A motion was made by Carvelli and seconded by Engelbrecht to approve an Assignment Agreement between Coca Cola Northern New England (CCNE) and Servomation Refreshments, Inc. CNNE transferred the Cold Beverage Vending Service Assignment to Servomation, who will now provide that service to the BOCES. There were 7 ayes and 0 nays. The motion carried.
A motion was made by Carvelli and seconded by Engelbrecht to award the financing of Installment Purchase Contracts to Bank of America as a result of a joint RFP issued for the 2019-20 school year by OCM BOCES. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Carvelli and seconded by Engelbrecht to approve a licensing agreement with Oak Tree Ventures to provide the athletic software application, ScheduleGalaxy, used in participating RIC K-12 school districts. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Carvelli and seconded by Engelbrecht to approve the agreement with the Clinton Central School District for a multi-year (CoSer 505) request as attached to the official minutes. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Carvelli and seconded by Engelbrecht to approve the agreement with the Herkimer Central School District for a multi-year (CoSer 505 & CoSer 602) request as attached to the official minutes. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Carvelli and seconded by Engelbrecht to approve the agreement with the South Jefferson Central School District for a multi-year (CoSer 505) request as attached to the official minutes. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Carvelli and seconded by Engelbrecht to approve the agreement with the Whitesboro Central School District for a multi-year (CoSer 602) request as attached to the official minutes. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Engelbrecht and seconded by Gustin to approve the recommended resignations as attached to the official minutes. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Engelbrecht and seconded by Gustin to approve the recommended leaves of absence as attached to the official minutes. There were 7 ayes and 0 nays. The motion carried.

Upon the recommendation of District Superintendent Starks, a motion was made by Engelbrecht and seconded by Gustin to approve the recommended professional appointments as attached to the official minutes. There were 7 ayes and 0 nays. The motion carried.
2019/20-068 Upon the recommendation of District Superintendent Starks, a motion was made by Engelbrecht and seconded by Gustin to approve the recommended civil service appointments as attached to the official minutes. There were 7 ayes and 0 nays. The motion carried.

2019/20-069 A motion was made by Engelbrecht and seconded by Gustin to approve the recommended continuing education appointments as attached to the official minutes. There were 7 ayes and 0 nays. The motion carried.

2019/20-070 A motion was made by Engelbrecht and seconded by Gustin to approve the recommended miscellaneous appointments as attached to the official minutes. There were 7 ayes and 0 nays. The motion carried.

2019/20-071 A motion was made by Engelbrecht and seconded by Gustin to approve the recommended summer school appointments as attached to the official minutes. There were 7 ayes and 0 nays. The motion carried.

2019/20-072 A motion was made by Engelbrecht and seconded by Gustin to approve the recommended consultants as attached to the official minutes. There were 7 ayes and 0 nays. The motion carried.

2019/20-073 A motion was made by Engelbrecht and seconded by Gustin to approve the recommended performing arts contracts as attached to the official minutes. There were 7 ayes and 0 nays. The motion carried.

2019/20-074 A motion was made by Engelbrecht and seconded by Gustin to approve the recommended internship/field work experience as attached to the official minutes. There were 7 ayes and 0 nays. The motion carried.

2019/20-075 Upon the recommendation of District Superintendent Starks, a motion was made by Engelbrecht and seconded by Isbell to grant tenure to Erin Noto, Principal – Career & Technical Education, effective September 1, 2019, upon satisfactory completion of her probationary period. There were 7 ayes and 0 nays. The motion carried.

2019/20-076 Upon the recommendation of District Superintendent Starks, a motion was made by Gustin and seconded by Carvelli to grant tenure to Karen Murphy, Teacher, Health Related Careers – Career & Technical Education, effective September 1, 2019, upon satisfactory completion of her probationary period. There were 7 ayes and 0 nays. The motion carried.
2019/20-077 Upon the recommendation of District Superintendent Starks, a motion was made by Isbell and seconded by Engelbrecht to grant tenure to Jill Kelly, Teacher, Health Related Careers – Career & Technical Education, effective September 1, 2019, upon satisfactory completion of her probationary period. There were 7 ayes and 0 nays. The motion carried.

2019/20-078 Upon the recommendation of District Superintendent Starks, a motion was made by Gustin and seconded by Isbell to grant tenure to Jean Thompson, Teacher, Community Based Occupational Education – Career & Technical Education, effective September 1, 2019, upon satisfactory completion of her probationary period. There were 7 ayes and 0 nays. The motion carried.

2019/20-079 Upon the recommendation of District Superintendent Starks, a motion was made by Engelbrecht and seconded by Carvelli to grant tenure to Michael Harrigan, Teacher, Graphic Design Technology – Career & Technical Education, effective September 1, 2019, upon satisfactory completion of his probationary period. There were 7 ayes and 0 nays. The motion carried.

2019/20-080 Upon the recommendation of District Superintendent Starks, a motion was made by Gustin to grant tenure to James Goldsmith, Teaching Assistant, effective September 1, 2019, upon satisfactory completion of his probationary period. There were 7 ayes and 0 nays. The motion carried.

2019/20-081 Upon the recommendation of District Superintendent Starks, a motion was made by Gustin to grant tenure to Brittany Coleman, Teaching Assistant, effective September 1, 2019, upon satisfactory completion of her probationary period. There were 7 ayes and 0 nays. The motion carried.

2019/20-082 Upon the recommendation of District Superintendent Starks, a motion was made by Carvelli and seconded by Isbell to grant tenure to Holly Blair, Teaching Assistant, effective September 1, 2019, upon satisfactory completion of her probationary period. There were 7 ayes and 0 nays. The motion carried.

2019/20-083 Upon the recommendation of District Superintendent Starks, a motion was made by Isbell and seconded by Carvelli to grant tenure to Teri Burns, Teacher – Alternative & Special Education, effective September 1, 2019, upon satisfactory completion of her probationary period. There were 7 ayes and 0 nays. The motion carried.
Upon the recommendation of District Superintendent Starks, a motion was made by Isbell and seconded by Carvelli to grant tenure to Danielle Suydam, Teacher – Alternative & Special Education, effective September 1, 2019, upon satisfactory completion of her probationary period. There were 7 ayes and 0 nays. The motion carried.

Upon the recommendation of District Superintendent Starks, a motion was made by Isbell and seconded by Engelbrecht to grant tenure to Mark Maina, Teacher, ENL/ESL Itinerant – Alternative & Special Education, effective September 28, 2019, upon satisfactory completion of his probationary period. There were 7 ayes and 0 nays. The motion carried.

Upon the recommendation of District Superintendent Starks, a motion was made by Engelbrecht and seconded by Sherwood to grant tenure to Tina Hoyt, Teacher – Alternative & Special Education, effective September 22, 2019, upon satisfactory completion of her probationary period. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Gustin and seconded by Carvelli to grant tenure to Ashley DeBella, Special Education Teacher – Alternative & Special Education, effective September 1, 2019, upon satisfactory completion of her probationary period. There were 7 ayes and 0 nays. The motion carried.

The Board conducted the first reading of Policy 4402 – Procurement: Uniform Grant Guidance for Federal Awards. There was no action taken at this time.

A motion was made by Gustin and seconded by Engelbrecht to approve Policy 5046 – Transportation of Students, as revised. There were 7 ayes and 0 nays. The motion carried.

The Board conducted the first reading of Policy 7046 – Immunizations and Dental Health of Students. There was no action taken at this time.

The Board moved to the Assistant Superintendent for Instruction Report. The following was discussed: 2019-20 Professional Learning Plan (PLP), Leadership Forum (Information), Support Staff Forum (Information) and National SkillsUSA Results (Information).

A motion was made by Gustin and seconded by Isbell to approve the members of the 2019-20 Professional Learning Team as recommended and listed in the 2019-20 Professional Learning Plan. There were 7 ayes and 0 nays. The motion carried.
A motion was made by Engelbrecht and seconded by Carvelli to approve the 2019-20 Professional Learning Plan as presented and submittal to the New York State Education Department for approval. There were 7 ayes and 0 nays. The motion carried.

The Board moved to the Assistant Superintendent for Administrative Services Report. The following was discussed: Rossetti Security Project Bid Results, Intermunicipal Agreements: Afton CSD, DCMO BOCES, HFHO BOCES, Madison CSD, New York Mills CSD, Oneida CSD, Poland CSD, Sherburne-Earlville CSD, Stockbridge Valley CSD, Unatego CSD, Utica CSD, VVS CSD, Whitesboro CSD; Public Hearing: 2019-20 BOCES Wide School Safety Plan (Review Only).

A motion was made by Isbell and seconded by Carvelli to reject all submitted bids for the Rossetti Security Project – SED #25-90-00-00-0-002-018 due to the aggregate total of the bids received exceeding the available project budget. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Gustin and seconded by Sherwood to approve an Intermunicipal Agreement with the Afton CSD to provide legal services for the 2019-20 school year. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Gustin and seconded by Sherwood to approve an Intermunicipal Agreement with the Delaware-Chenango-Madison-Otsego BOCES to provide legal services for the 2019-20 school year. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Gustin and seconded by Sherwood to approve an Intermunicipal Agreement with the Herkimer-Fulton-Hamilton-Otsego BOCES to provide legal services for the 2019-20 school year. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Gustin and seconded by Sherwood to approve an Intermunicipal Agreement with the Madison CSD to provide legal services for the 2019-20 school year. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Gustin and seconded by Sherwood to approve an Intermunicipal Agreement with the New York Mills Union Free School District to provide legal services for the 2019-20 school year. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Gustin and seconded by Sherwood to approve an Intermunicipal Agreement with the Oneida CSD to provide legal services for the 2019-20 school year. There were 7 ayes and 0 nays. The motion carried.
A motion was made by Gustin and seconded by Sherwood to approve an Intermunicipal Agreement with the Poland CSD to provide legal services for the 2019-20 school year. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Gustin and seconded by Sherwood to approve an Intermunicipal Agreement with the Sherburne-Earlville CSD to provide legal services for the 2019-20 school year. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Gustin and seconded by Sherwood to approve an Intermunicipal Agreement with the Stockbridge Valley CSD to provide legal services for the 2019-20 school year. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Gustin and seconded by Sherwood to approve an Intermunicipal Agreement with the Unatego CSD to provide legal services for the 2019-20 school year. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Gustin and seconded by Sherwood to approve an Intermunicipal Agreement with the Utica CSD to provide legal services for the 2019-20 school year. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Gustin and seconded by Sherwood to approve an Intermunicipal Agreement with the Vernon-Verona-Sherrill CSD to provide legal services for the 2019-20 school year. There were 7 ayes and 0 nays. The motion carried.

A motion was made by Gustin and seconded by Sherwood to approve an Intermunicipal Agreement with the Whitesboro CSD to provide legal services for the 2019-20 school year. There were 7 ayes and 0 nays. The motion carried.

The Board conducted the first reading of the 2019-20 Madison-Oneida BOCES-Wide Safety Plan. No action was taken at this time.

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

The President returned to regular session.
2019/20-111 A motion was made by Carvelli and seconded by Engelbrecht to ratify the Teacher Aide tentative agreement dated June 19, 2019 resulting in a contract for the period of 2015-2022. There were 7 ayes and 0 nays. The motion carried.

2019/20-112 A motion was made by Isbell and seconded by Sherwood to approve the 2019-20 employment agreement with Patricia Vacca, Assistant Superintendent for Curriculum & Instruction, to include a $6,942 increase in salary, effective July 1, 2019, as attached to the official minutes. There were 7 ayes and 0 nays. The motion carried.

2019/20-113 A motion was made by Gustin and seconded by Engelbrecht to approve the 2019-20 employment agreement with Scott Budelmann, Assistant Superintendent for Administrative Services, to include a $6,942 increase in salary, effective July 1, 2019, as attached to the official minutes. There were 7 ayes and 0 nays. The motion carried.

2019/20-114 The Board moved to the District Superintendent's Report. The following was discussed: Meetings & Events, Updated 2019-20 SBI Calendar of Meetings, Board Planning Day Agenda, Albany Update – MOBOCES Survey Process (information), Rural Schools Association June 2019 Newsletter and Hinman Straub Reports.

2019/20-115 The Board moved to Board Items. The following was discussed: FYI’s, Audit Committee Update (information), and Board Expense Report. Doug Gustin took a moment to share his experiences and updates from the Rural Schools Conference. He noted that there were three MOBOCES staff presentations this year.

2019/20-116 A motion was made by Isbell and seconded by Engelbrecht to adjourn the meeting at 7:22 pm. There were 7 ayes and 0 nays. The motion carried.

Respectfully Submitted,

[Signature]

Catherine M. Quinn, Clerk of the Board