

**MINUTES OF THE REGULAR MONTHLY MEETING
THURSDAY, AUGUST 1, 2019**

The Regular Monthly Meeting of the Board of Cooperative Educational Services, Sole Supervisory District, Madison and Oneida counties, was held Thursday, August 1, 2019, in the Conference Room of the Mohawk Valley Edge Office, 584 Phoenix Rd., Rome, New York. The meeting was called to order at 3:05 p.m. by President John J. Costello, Sr. There was no public participation.

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

- | | | |
|-------------|---|---|
| 2019/20-117 | A motion was made by Engelbrecht and seconded by Sherwood to appoint Stephanie Fadale as the Hamilton Representative to the Board of Cooperative Educational Services. She will fill the unexpired term vacated by Paul Lehmann, through June 30, 2021. There were 8 ayes and 0 nays. The motion carried. | APPOINT HAMILTON
BOARD
REPRESENTATIVE |
| 2019/20-118 | A motion was made by Engelbrecht and seconded by Carvelli to approve the minutes of the Organizational meeting held on July 10, 2019. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
MINUTES OF 7/10/19
ORGANIZATIONAL
MEETING |
| 2019/20-119 | A motion was made by Isbell and seconded by Sherwood to approve the minutes of the Regular Monthly meeting held on July 10, 2019. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
MINUTES OF 7/10/19
REGULAR MEETING |
| 2019/20-120 | 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 9 ayes and 0 nays. The motion carried. | MONTHLY CLAIMS
AUDIT REPORT |
| 2019/20-121 | A motion was made by Engelbrecht and seconded by Carvelli to award the Equine & Animal Science Facility Rental bid #19-07-004, 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:
EQUINE & ANIMAL
SCIENCE FACILITY
RENTAL |
| 2019/20-122 | A motion was made by Engelbrecht and seconded by Carvelli 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 |

- | | | |
|-------------|---|--|
| 2019/20-123 | A motion was made by Engelbrecht and seconded by Carvelli to approve a contract with Utica School of Insurance to provide a series of Pre-Licensure and continuing education courses for insurance agents and brokers, as well as other business workshops. There were 9 ayes and 0 nays. The motion carried. | APPROVE CONTRACT :
UTICA SCHOOL OF
INSURANCE |
| 2019/20-124 | A motion was made by Engelbrecht and seconded by Carvelli approve participation in a joint agreements managed by Erie 1 BOCES for distance learning contracts for the 2019-20 school year, as per the resolution attached to the official minutes. There were 9 ayes and 0 nays. The motion carried. | PARTICIPATION IN
JOINT AGREEMENTS
FOR DISTANCE
LEARNING CONTRACTS |
| 2019/20-125 | A motion was made by Engelbrecht and seconded by Carvelli approve participation in NYSITCC joint agreements managed by Erie 1 BOCES for professional development, on-line curriculum and software that supports students in developing typing skills for the 2019-20 school year, as per the resolution attached to the official minutes. There were 9 ayes and 0 nays. The motion carried. | PARTICIPATION IN
NYSITCC JOINT
AGREEMENTS |
| 2019/20-126 | A motion was made by Engelbrecht and seconded by Carvelli to approve an Equine & Animal Science Facility Rental Contract with Alexis C. Peters and Scott V. Kullman, located at 6457 Rock Road, Verona, to provide space for the Equine & Animal Science Program for the 2019-20 school years. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
EQUINE & ANIMAL
SCIENCE FACILITY
RENTAL CONTRACT |
| 2019/20-127 | A motion was made by Engelbrecht and seconded by Carvelli to approve a license agreement with Madison County for classroom and office space to be used for the CTE New Visions Law, Government & Public Administration program for the 201-20 school year. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
LICENSE AGREEMENT –
MADISON COUNTY |
| 2019/20-128 | A motion was made by Carvelli and seconded by Engelbrecht to approve the recommended resignations as attached to the official minutes. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
RESIGNATIONS |
| 2019/20-129 | A motion was made by Carvelli and seconded by Engelbrecht 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 |
| 2019/20-130 | Upon the recommendation of District Superintendent Starks, a motion was made by Carvelli and seconded by Engelbrecht 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 |

- | | | |
|-------------|--|---|
| 2019/20-131 | Upon the recommendation of District Superintendent Starks, a motion was made by Carvelli and seconded by Engelbrecht 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 |
| 2019/20-132 | A motion was made by Carvelli and seconded by Engelbrecht 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 |
| 2019/20-133 | A motion was made by Carvelli and seconded by Engelbrecht 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 |
| 2019/20-134 | A motion was made by Carvelli and seconded by Engelbrecht to approve the recommended summer school appointments as attached to the official minutes. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
SUMMER SCHOOL
APPOINTMENTS |
| 2019/20-135 | A motion was made by Carvelli and seconded by Engelbrecht to approve the recommended consultants as attached to the official minutes. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
CONSULTANTS |
| 2019/20-136 | Upon the recommendation of District Superintendent Starks, a motion was made by Baron and seconded by Isbell to grant tenure to Wendy Roberts, Teacher – Alternative & Special Education, effective October 8, 2019, upon satisfactory completion of her probationary period. There were 9 ayes and 0 nays. The motion carried. | APPOINTMENT TO
TENURE:
WENDY ROBERTS |
| 2019/20-137 | Upon the recommendation of District Superintendent Starks, a motion was made by Isbell and seconded by Sherwood to grant tenure to Tricia Colmey, Teaching Assistant, effective October 22, 2019, upon satisfactory completion of her probationary period. There were 9 ayes and 0 nays. The motion carried. | APPOINTMENT TO
TENURE:
TRICIA COLMEY |
| 2019/20-138 | Upon the recommendation of District Superintendent Starks, a motion was made by Carvelli and seconded by Sherwood to grant tenure to Steven Schoen, Teacher, Alternative & Special Education, effective October 23, 2019, upon satisfactory completion of her probationary period. There were 9 ayes and 0 nays. The motion carried. | APPOINTMENT TO
TENURE:
STEVEN SCHOEN |
| 2019/20-139 | The Board conducted the first reading of Policy 4301 – Reserve Funds. There was no action taken at this time. | FIRST READING:
POLICY 4301 |

- | | | |
|-------------|--|--|
| 2019/20-140 | A motion was made by Baron and seconded by Monfiletto to approve new Policy 4402 – Procurement: Uniform Grant Guidance for Federal Awards. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
POLICY 4402 |
| 2019/20-141 | A motion was made by Isbell and seconded by Carvelli to approve Policy 7046 – Immunizations and Dental Health of Students, as revised. There were 9 ayes and 0 nays. The motion carried. | FIRST READING:
POLICY 7046 |
| 2019/20-142 | The Board moved to the Assistant Superintendent for Instruction Report. The following was discussed: School Violence Index Update (Information) and Summer Conference (Information). | ASSISTANT
SUPERINTENDENT FOR
INSTRUCTION REPORT |
| 2019/20-143 | The Board moved to the Assistant Superintendent for Administrative Services Report. The following was discussed: Intermunicipal Agreements: Hamilton CSD, Herkimer CSD, Holland Patent CSD, Morrisville-Eaton CSD, New Hartford CSD, Rome CSD, Waterville CSD; 2019-20 BOCES Wide School Safety Plan, Facilities Update (Information), Employee Assistance Program (Information), Farm to School Implementation Grant (Information). | ASSISTANT
SUPERINTENDENT FOR
ADMINISTRATIVE
SERVICES REPORT |
| 2019/20-144 | A motion was made by Isbell and seconded by Baron to approve an Intermunicipal Agreement with the Hamilton CSD to provide legal services for the 2019-20 school year. There were 9 ayes and 0 nays. The motion carried. | INTERMUNICIPAL
AGREEMENT:
HAMILTON CSD |
| 2019/20-145 | A motion was made by Isbell and seconded by Baron to approve an Intermunicipal Agreement with the Herkimer CSD to provide legal services for the 2019-20 school year. There were 9 ayes and 0 nays. The motion carried. | INTERMUNICIPAL
AGREEMENT:
HERKIMER CSD |
| 2019/20-146 | A motion was made by Isbell and seconded by Baron to approve an Intermunicipal Agreement with the Holland Patent CSD to provide legal services for the 2019-20 school year. There were 9 ayes and 0 nays. The motion carried. | INTERMUNICIPAL
AGREEMENT:
HOLLAND PATENT CSD |
| 2019/20-147 | A motion was made by Isbell and seconded by Baron to approve an Intermunicipal Agreement with the Morrisville-Eaton CSD to provide legal services for the 2019-20 school year. There were 9 ayes and 0 nays. The motion carried. | INTERMUNICIPAL
AGREEMENT:
MORRISVILLE-EATON
CSD |
| 2019/20-148 | A motion was made by Isbell and seconded by Baron to approve an Intermunicipal Agreement with the New Hartford CSD to provide legal services for the 2019-20 school year. There were 9 ayes and 0 nays. The motion carried. | INTERMUNICIPAL
AGREEMENT:
NEW HARTFORD CSD |

- 2019/20-149 A motion was made by Isbell and seconded by Baron to approve an Intermunicipal Agreement with the Rome CSD to provide legal services for the 2019-20 school year. There were 9 ayes and 0 nays. The motion carried. INTERMUNICIPAL AGREEMENT: ROME CSD
- 2019/20-150 A motion was made by Isbell and seconded by Baron to approve an Intermunicipal Agreement with the Waterville CSD to provide legal services for the 2019-20 school year. There were 9 ayes and 0 nays. The motion carried. INTERMUNICIPAL AGREEMENT: WATERTVILLE CSD
- 2019/20-151 A motion was made by Costello and seconded by Engelbrecht to approve the 2019-20 Madison-Oneida BOCES Wide School Safety Plan as presented. There were 9 ayes and 0 nays. The motion carried. APPROVE: 2019-20 MADISON-ONEIDA BOCES SCHOOL SAFETY PLAN
- 2019/20-152 A motion was made by Costello and seconded by Engelbrecht to approve the 2019-20 Madison-Oneida BOCES Building Level Safety Plans as presented. There were 9 ayes and 0 nays. The motion carried. APPROVE: 2019-20 MADISON-ONEIDA BOCES BUILDING LEVEL SAFETY PLANS
- 2019/20-153 A motion was made by Isbell and seconded by Engelbrecht to move to Executive Session for the purposes of discussing confidential personnel matters. There were 9 ayes and 0 nays. The motion carried. EXECUTIVE SESSION
- The President returned to regular session.
- 2019/20-154 A motion was made by Isbell and seconded by Carvelli to extend the probationary period of Calie Smith, Teacher – Special Education, according to the signed Juul agreement, through August 31, 2020. There were 9 ayes and 0 nays. The motion carried. EXTENSION OF PROBATIONARY PERIOD
- 2019/20-155 Upon the recommendation of District Superintendent Starks, a motion was made by Engelbrecht and seconded by Baron to approve the recommended 2018-19 merit stipends to Non-Negotiating Administrative & Support staff as attached to the official minutes. There were 9 ayes and 0 nays. The motion carried. APPROVE: 2018-19 MERIT STIPENDS
- 2019/20-156 The Board moved to the District Superintendent’s Report. The following was discussed: Meetings & Events, Albany Update – Resignation, Commissioner of Education; Interim Commissioner Appointment, Cyber Attack/Ransomware, BOCES Survey Response, 2019-20 Management Plans and Hinman Straub Reports. DISTRICT SUPERINTENDENT’S REPORT
- 2019/20-157 The Board moved to Board Items. The following was discussed: FYI’s and Board Expense Report. BOARD ITEMS

2019/20-158 A motion was made by Isbell and seconded by Sherwood to adjourn the meeting at 4:20pm. There were 9 ayes and 0 nays. The motion carried.

ADJOURNMENT

Respectfully Submitted,

Catherine M. Quinn

Catherine M. Quinn, Clerk of the Board