

MINUTES OF THE REGULAR MONTHLY MEETING
THURSDAY, DECEMBER 3, 2020

The Regular Monthly Meeting of the Board of Cooperative Educational Services, Sole Supervisory District, Madison and Oneida counties, was held Thursday, December 3, 2020 in the 2nd Floor Conference Room of the John J. Costello, Sr. Transportation Center, located at 1136 Freedom Drive, Oneida, New York. The meeting was called to order at 5:05 p.m. by President Patrick J. Baron. There was no public participation.

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

Absent: Suzanne Carvelli – Rome

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

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| 2020/21-320 | Katie Allen, Director of Career and Technical Education and her team (Erin Noto, Paula Orr, Jay Day and Rachel Helmer) were present at the meeting. Their presentation reviewed their prior and current goals, enrollment, the new CTE mission, vision and values, innovative ways to deliver CTE instruction due to COVID, as well as other divisional initiatives. They answered board questions during and after the presentation. | PROGRAM
PRESENTATION:
CAREER & TECHNICAL
EDUCATION |
| 2020/21-321 | A motion was made by Engelbrecht and seconded by Sherwood to amend the agenda to include updated personnel reports and CTE Donation. There were 8 ayes and 0 nays. The motion carried. | AMEND AGENDA |
| 2020/21-322 | A motion was made by Isbell and seconded by Monfiletto to approve the minutes of the regular monthly meeting held on November 5, 2020. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
MINUTES OF 11/5/20
REGULAR MONTHLY
MEETING |
| 2020/21-323 | A motion was made by Gustin and seconded by Engelbrecht to approve the Treasurer’s Report ending October 31, 2020. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
TREASURER’S REPORT
ENDING OCTOBER 31,
2020 |
| 2020/21-324 | A motion was made by Gustin and seconded by Sherwood 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 |
| 2020/21-325 | 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 8 ayes and 0 nays. The motion carried. | EXCESS/OBSOLETE
EQUIPMENT |

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| 2020/21-326 | A motion was made by Gustin and seconded by Isbell to create the position of Head Automotive Mechanic – Bus Maintenance. This will be a 12-month civil service position. There were 8 ayes and 0 nays. The motion carried. | POSITION CREATION:
HEAD AUTOMOTIVE
MECHANIC |
| 2020/21-327 | A motion was made by Gustin and seconded by Isbell to approve the recommended resignations as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
RESIGNATIONS |
| 2020/21-328 | A motion was made by Gustin and seconded by Isbell 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 |
| 2020/21-329 | Upon the recommendation of District Superintendent Budelmann, a motion was made by Gustin and seconded by Isbell to appoint Elizabeth Wise to a probationary position of Instructional Computing Specialist – Regional Information Center in the tenure area of ISS: Integration of Technology into Instructional Practices with a probationary service commencing on December 28, 2020 and expiring December 27, 2024 at a salary of \$60,000. There were 8 ayes and 0 nays. The motion carried. | PROFESSIONAL
APPOINTMENT:
ELIZABETH WISE |
| 2020/21-330 | Upon the recommendation of District Superintendent Budelmann, a motion was made by Gustin and seconded by Isbell to appoint Michael Jewell to a term substitute position of Teacher, Special Education – Special Programs effective November 9, 2020 through January 3, 2021 at a salary of \$53,985. Mr. Jewel is certified in the area of SWD 1-6. There were 8 ayes and 0 nays. The motion carried. | PROFESSIONAL
APPOINTMENT:
MICHAEL JEWELL |
| 2020/21-331 | Upon the recommendation of District Superintendent Budelmann, a motion was made by Gustin and seconded by Isbell to appoint Jeannette Burghardt to a part-time position of Behavioral Specialist (40%) – Regional Information Center effective November 18, 2020 through June 30, 2021 at a salary of \$15,600. Ms. Burghardt is certified in the area of ELA. There were 8 ayes and 0 nays. The motion carried. | PROFESSIONAL
APPOINTMENT:
JEANNETTE BURGHARDT |
| 2020/21-332 | Upon the recommendation of District Superintendent Budelmann, a motion was made by Gustin and seconded by Isbell to appoint Brittany Lynch to a probationary position of Instructional Computing Specialist – Regional Information Center in the tenure area of ISS: Integration of Technology into Instructional Practices with a probationary service commencing on January 4, 2021 and expiring January 3, 2025 at a salary of \$64,500. There were 8 ayes and 0 nays. The motion carried. | PROFESSIONAL
APPOINTMENT:
BRITTANY LYNCH |

- 2020/21-333 Upon the recommendation of District Superintendent Budelmann, a motion was made by Gustin and seconded by Isbell to appoint Monica Furry to a probationary position of 1:1 Teacher Aide – Special Programs, effective November 16, 2020 through June 30, 2021 at a salary of \$13.00/hour. There were 8 ayes and 0 nays. The motion carried. CIVIL SERVICE APPOINTMENT: MONICA FURRY
- 2020/21-334 Upon the recommendation of District Superintendent Budelmann, a motion was made by Gustin and seconded by Isbell to appoint Karen Smith to a part-time position of Food Service Helper – Cafeteria Management, effective November 19, 2020 at a salary of \$12.00/hour. There were 8 ayes and 0 nays. The motion carried. CIVIL SERVICE APPOINTMENT: KAREN SMITH
- 2020/21-335 Upon the recommendation of District Superintendent Budelmann, a motion was made by Gustin and seconded by Isbell to appoint Michael Schoen to a provisional position of Sr. Building Maintenance Mechanic – Building Services, effective November 23, 2020 at a salary of \$46,700. There were 8 ayes and 0 nays. The motion carried. CIVIL SERVICE APPOINTMENT: MICHAEL SCHOEN
- 2020/21-336 Upon the recommendation of District Superintendent Budelmann, a motion was made by Gustin and seconded by Isbell to appoint Connor Passalacqua to a term sub position of Physical Therapist – Special Programs, effective November 30, 2020 through January 1, 2021 at a salary of \$59,069. There were 8 ayes and 0 nays. The motion carried. CIVIL SERVICE APPOINTMENT: CONNOR PASSALACQUA
- 2020/21-337 Upon the recommendation of District Superintendent Budelmann, a motion was made by Gustin and seconded by Isbell to appoint Iain Conley to a provisional position of Assistant Purchasing Agent – Business Office, effective December 7, 2020 at a salary of \$44,000. There were 8 ayes and 0 nays. The motion carried. CIVIL SERVICE APPOINTMENT: IAIN CONLEY
- 2020/21-338 Upon the recommendation of District Superintendent Budelmann, a motion was made by Gustin and seconded by Isbell to appoint Kendra Snell to a probationary position of Teacher Aide – Special Programs, effective December 2, 2020 at a salary of \$15,031. There were 8 ayes and 0 nays. The motion carried. CIVIL SERVICE APPOINTMENT: KENDRA SNELL
- 2020/21-339 A motion was made by Gustin and seconded by Isbell to approve the recommended continuing education appointments as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried. APPROVE: CONTINUING EDUCATION APPOINTMENTS
- 2020/21-340 A motion was made by Gustin and seconded by Isbell 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

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| 2020/21-341 | A motion was made by Gustin and seconded by Isbell to approve the recommended internship / fieldwork experience as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
INTERNSHIP /
FIELDWORK
EXPERIENCE |
| 2020/21-342 | A motion was made by Gustin and seconded by Isbell to approve the consultants as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
CONSULTANTS |
| 2020/21-343 | Upon the recommendation of District Superintendent Budelmann, a motion was made by Isbell and seconded by Costello to grant tenure to Denise Smith, in the tenure area of Coordinator, Health Occupations, effective February 3, 2021. The Board has been advised by the District Superintendent that Denise Smith holds appropriate certification for the tenure area, and has satisfied any applicable requirements related to annual professional performance review ratings. There were 8 ayes and 0 nays. The motion carried. | APPOINTMENT TO
TENURE:
DENISE SMITH |
| 2020/21-344 | The Board moved to the Assistant Superintendent for Curriculum & Instruction Report. The following was discussed: Capital Region BOCES Dream Consortium & CTE Auto Collision Program Donation - Welder. | ASSISTANT
SUPERINTENDENT FOR
CURRICULUM &
INSTRUCTION REPORT |
| 2020/21-345 | A motion was made by Gustin and seconded by Costello to approve resolution, as attached to the official minutes, for membership into the Capital Region BOCES DREAM Consortium for the 2021-2022 school year. The resolution authorizes Capital Region BOCES to negotiate contracts for SLS educational software and database access on behalf of the Consortium. There were 8 ayes and 0 nays. The motion carried. | RESOLUTION:
CAPITAL REGION
BOCES DREAM
CONSORTIUM
MEMBERSHIP |
| 2020/21-346 | A motion was made by Sherwood and seconded by Isbell to approve a donation of a Pro Spot i4 Inverter Resistance Spot Welder from Jon Davidson, the owner of CARSTAR Davidson Collision Center in Rome, NY. This donation is a valuable instructional tool that will provide hands-on experience for students enrolled in the automotive collision program. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
CTE AUTO COLLISION
PROGRAM DONATION -
WELDER |
| 2020/21-347 | The Board moved to the Deputy Superintendent for Finance & Operations Report. The following was discussed: Facilities Update, Change Order Summary, Appointments. | DEPUTY
SUPERINTENDENT FOR
FINANCE &
OPERATIONS REPORT |
| 2020/21-348 | A motion was made by Isbell and seconded by Engelbrecht to approve the change order summary for the Rossetti Security Project as presented. There were 8 ayes and 0 nays. The motion carried. | ROSSETTI SECURITY
PROJECT - CHANGE
ORDER SUMMARY |

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| 2020/21-349 | A motion was made by Sherwood and seconded by Engelbrecht to appoint Tara Pawlowski, Director of Business Services, as Purchasing Agent for the 2020-2021 school year, effective December 4, 2020. There were 8 ayes and 0 nays. The motion carried. | APPOINTMENT:
PURCHASING AGENT |
| 2020/21-350 | A motion was made by Sherwood and seconded by Engelbrecht to appoint Tara Pawlowski, Director of Business Services, as Alternate for the Madison-Oneida-Herkimer Health Care Consortium for the 2020-2021 school year, effective December 4, 2020. There were 8 ayes and 0 nays. The motion carried. | APPOINTMENT:
MADISON-ONEIDA-
HERKIMER HEALTH
CARE CONSORTIUM
ALTERNATE
REPRESENTATIVE |
| 2020/21-351 | A motion was made by Sherwood and seconded by Engelbrecht to appoint Tara Pawlowski, Director of Business Services, as Alternate for the Madison-Oneida-Herkimer Workers Compensation Consortium for the 2020-2021 school year, effective December 4, 2020. There were 8 ayes and 0 nays. The motion carried. | APPOINTMENT:
MADISON-ONEIDA-
HERKIMER HEALTH
WORKER'S
COMPENSATION
CONSORTIUM
ALTERNATE
REPRESENTATIVE |
| 2020/21-352 | A motion was made by Sherwood and seconded by Engelbrecht to add Tara Pawlowski, Director of Business Services as an additional authorized card holder/user of the BOCES credit card for the 2020-2021 school year, effective December 4, 2020. There were 8 ayes and 0 nays. The motion carried. | AUTHORIZED CREDIT
CARD USER |
| 2020/21-353 | A motion was made by Sherwood and seconded by Engelbrecht to authorize Tara Pawlowski, Director of Business Services to approve budget transfers for the 2020-2021 school year, effective December 4, 2020. There were 8 ayes and 0 nays. The motion carried. | AUTHORIZATION FOR
APPROVAL OF BUDGET
TRANSFERS |
| 2020/21-354 | A motion was made by Isbell and seconded by Sherwood to move to Executive Session for the purposes of discussing specific matters of personnel.

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

The President returned to regular session. | EXECUTIVE SESSION |
| 2020/21-355 | A motion was made by Engelbrecht and seconded by Isbell to approve the following resolution:

WHEREAS the following job titles share a sufficient community of interest to constitute an appropriate bargaining unit for purposes of Section 207 of the New York Civil Service Law:

Director - Career & Technical Education
Director - Special Education | RECOGNITION OF
INSTRUCTIONAL
PROFESSIONALS'
ASSOCIATION
BARGAINING UNIT |

Director - Staff & Curriculum Development
 Director - Adult & Continuing Education
 Director - Early Childhood & Community Services
 Principal - Career & Technical Education
 Principal - Special Education
 Senior Coordinator - Adult & Continuing Education
 Education Coordinator
 Coordinator - Center for Instructional Support
 Coordinator - Career & Technical Education
 Coordinator - Health Occupations
 Coordinator - Corporate & Community Education
 Coordinator - Special Education
 Outreach Specialist - Career & Technical Education
 Behavioral Specialist
 Special Education Trainer
 Special Education Literacy Specialist
 Staff Development & Curriculum Specialist; and

WHEREAS there is sufficient evidence that a majority of the employees in those job titles have expressed an interest in being represented by the Instructional Professionals' Association for purposes of collective bargaining pursuant to Sections 200 et seq. of the New York Civil Service Law; and

WHEREAS the Instructional Professionals' Association has affirmed that it does not assert the right to strike against any government, to assist or participate in any such strike, or to impose an obligation to conduct, assist, or participate in such a strike; now, therefore

BE IT RESOLVED that the Board of Cooperative Educational Services of Madison and Oneida Counties, acting pursuant to Section 207 of the New York Civil Service Law, recognizes the Instructional Professionals' Association as the representative of a bargaining unit composed of full-time employees in those job titles listed in the first Whereas clause of this Resolution, and excluding all other employees, for purposes of Section 200 et seq. of the New York Civil Rights Law.

There were 7 ayes a 1 nay (Sherwood). The motion carried.

2020/21-356 A motion was made by Engelbrecht and seconded by Costello that, an Opinion and Award having been received from the duly appointed Hearing Officer in the Matter of Disciplinary Charges Against Irene Michaels pursuant to Section 3020-a of the Education Law, and the Hearing Officer having determined that the teacher did engage in certain acts of improper conduct, the District Superintendent shall oversee the administrative actions necessary to implement the disciplinary penalty deemed appropriate by the Hearing Officer. There were 8 ayes and 0 nays. The motion carried.

**DIRECTING DISTRICT
 SUPERINTENDENT TO
 OVERSEE CERTAIN
 ADMINISTRATIVE
 ACTIONS**

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| 2020/21-357 | The Board moved to the District Superintendent's Report. The following was discussed: Albany and other updates; COVID crisis; special education instructional challenges; new attendance reporting requirement; diversity, equity; anticipated testing and scoring (RIC); Future labor market (teachers); budget, federal relief; graduation measures/ standards/readiness – postponed until fall 2021; Legislative bill for internet access for in school communities; Meetings & Events, DiNapoli Article, November 2020 Rural Schools Newsletter. | DISTRICT
SUPERINTENDENT'S
REPORT |
| 2020/21-358 | The Board moved to Board Items. The following was discussed: Board Expense Report. | BOARD ITEMS |
| 2020/21-359 | A motion was made by Isbell and seconded by Sherwood to adjourn the meeting at 7:28pm. There were 8 ayes and 0 nays. The motion carried. | ADJOURNMENT |

Respectfully Submitted,

Catherine M. Quinn

Catherine M. Quinn, Clerk of the Board