

MINUTES OF THE REGULAR MONTHLY MEETING  
THURSDAY, JULY 1, 2021

The Regular Monthly Meeting of the Board of Cooperative Educational Services, Sole Supervisory District, Madison and Oneida counties, was held Thursday, July 1, 2021 in the 2<sup>nd</sup> 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 5:10 p.m. by President Donna Isbell. There was no public participation.

Present: Sally Sherwood – Camden, Harold Jarcho – 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, Lisa Decker – Deputy Superintendent for Finance & Operations, Matthew Williams, Assistant Superintendent for Curriculum & Instruction, Niki J. Maiura – District Clerk, and Terry Kipers-Szatko – Claims Auditor.

2021/22-050	A motion was made by Rich Engelbrecht and seconded by John Costello, Sr. to amend the agenda to include updated personnel reports. There were 8 ayes and 0 nays. The motion carried.	AMEND AGENDA
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2021/22-051	A motion was made by Pat Baron and seconded by Harry Jarcho to approve the minutes of the Regular Monthly meeting held on June 3, 2021. There were 8 ayes and 0 nays. The motion carried.	APPROVE: MINUTES OF 6/3/21 REGULAR MEETING
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2021/22-052	A motion was made by John Costello, Sr. and seconded by Sue Carvelli to approve the minutes of the Special meeting held on June 17, 2021. There were 8 ayes and 0 nays. The motion carried.	APPROVE: MINUTES OF 6/17/21 SPECIAL MEETING
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2021/22-053	A motion was made by Rich Engelbrecht and seconded by Harry Jarcho to approve the May 2021 Treasurer's Report as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.	TREASURER'S REPORT MAY 2021
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2021/22-054	Niki Maiura, former Claims Auditor was present at the meeting. She formally introduced the new Claims Auditor, Terry Kipers-Szatko who was also present at the meeting. Together they updated the board on the audit processes currently in place and the status of audits to date.	MONTHLY CLAIMS AUDIT REPORT
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A motion was made by Rich Engelbrecht and seconded by John Costello, Sr. to approve the monthly Claims Audit Report as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.

2021/22-055	A motion was made by Rich Engelbrecht and seconded by Pat Baron to award the Cafeteria Groceries & Meats bid #21-05-001, 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 GROCERIES & MEATS
2021/22-056	A motion was made by Rich Engelbrecht and seconded by Pat Baron 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/OBSELETE EQUIPMENT
2021/22-057	A motion was made by Rich Engelbrecht and seconded by Pat Baron to approve the template Affiliation Agreements There were 8 ayes and 0 nays. The motion carried.	AFFILIATION AGREEMENTS
2021/22-058	A motion was made by Rich Engelbrecht and seconded by Pat Baron to approve the Space Lease Agreement with the Utica Center for Development as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.	SPACE LEASE AGREEMENT: UTICA CENTER FOR DEVELOPMENT
2021/22-059	A motion was made by Rich Engelbrecht and seconded by Pat Baron to approve the Tecogen Maintenance Agreement Renewal as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.	TECOGEN MAINTENANCE AGREEMENT RENEWAL
2021/22-060	A motion was made by Rich Engelbrecht and seconded by Pat Baron to approve the agreement with the Town of Westmoreland for Automotive Repair Services as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.	AUTOMOTIVE REPAIR SERVICES AGREEMENT: TOWN OF WESTMORELAND
2021/22-061	A motion was made by John Costello, Sr. and seconded by Harry Jarcho to approve the recommended resignations as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.	APPROVE: RESIGNATIONS
2021/22-062	A motion was made by John Costello, Sr. and seconded by Harry Jarcho 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
2021/22-063	Upon the recommendation of District Superintendent Budelmann, a motion was made by John Costello, Sr. and seconded by Harry Jarcho to appoint Bethany Boyson to the probationary position of Teaching Assistant/Special Programs commencing on September 1, 2021 and expiring on August 31, 2024 at a salary of \$32,290. There were 8 ayes and 0 nays. The motion carried.	PROFESSIONAL APPOINTMENT: BETHANY BOYSON
2021/22-064	Upon the recommendation of District Superintendent Budelmann, a motion was made by John Costello, Sr. and seconded by Harry Jarcho to appoint Eric Day to the position of Teaching Assistant/Special Programs with a probationary period commencing on September 1, 2021	PROFESSIONAL APPOINTMENT: ERIC DAY

and expiring on September 9, 2024 at a salary of \$30,427. There were 8 ayes and 0 nays. The motion carried.

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| 2021/22-065 | Upon the recommendation of District Superintendent Budelmann, a motion was made by John Costello, Sr. and seconded by Harry Jarcho to appoint Tiffany Lerch to the probationary position of Teaching Assistant/CTE commencing on September 1, 2021 and expiring on August 31, 2025 at a salary of \$29,999. There were 8 ayes and 0 nays. The motion carried.                           | PROFESSIONAL<br>APPOINTMENT:<br>TIFFANY LERCH      |
| 2021/22-066 | Upon the recommendation of District Superintendent Budelmann, a motion was made by John Costello, Sr. and seconded by Harry Jarcho to appoint Katie Ragozzino to the position of Teacher of Animal Science (50%)/ Teaching Assistant/CTE (50%) commencing on September 1, 2021 and expiring on June 30, 2022 at a salary of \$45,931. There were 8 ayes and 0 nays. The motion carried. | PROFESSIONAL<br>APPOINTMENT:<br>KATIE RAGOZZINO    |
| 2021/22-067 | Upon the recommendation of District Superintendent Budelmann, a motion was made by John Costello, Sr. and seconded by Harry Jarcho to appoint Geoffrey Marchione to the probationary position of Teacher of Culinary Arts/CTE commencing on September 1, 2021 and expiring on August 31, 2025 at a salary of \$60,182. There were 8 ayes and 0 nays. The motion carried.                | PROFESSIONAL<br>APPOINTMENT:<br>GEOFFREY MARCHIONE |
| 2021/22-068 | Upon the recommendation of District Superintendent Budelmann, a motion was made by John Costello, Sr. and seconded by Harry Jarcho to appoint Penny Haggerty to the probationary position of Teacher of Health Occupations/CTE commencing on September 1, 2021 and expiring on August 31, 2025 at a salary of \$61,022. There were 8 ayes and 0 nays. The motion carried.               | PROFESSIONAL<br>APPOINTMENT:<br>PENNY HAGGERTY     |
| 2021/22-069 | Upon the recommendation of District Superintendent Budelmann, a motion was made by John Costello, Sr. and seconded by Harry Jarcho to appoint Tara Pawlowski to the probationary position of Director of Business Services commencing on July 1, 2021 and expiring on June 30, 2025 at a salary of \$125,145. There were 8 ayes and 0 nays. The motion carried.                         | PROFESSIONAL<br>APPOINTMENT:<br>TARA PAWLOWSKI     |
| 2021/22-070 | Upon the recommendation of District Superintendent Budelmann, a motion was made by John Costello, Sr. and seconded by Harry Jarcho to appoint Teresa Williams to the probationary position of Teacher of Pre-Kindergarten/Early Childhood commencing on September 1, 2021 and expiring on August 31, 2025 at a salary of \$60,573. There were 8 ayes and 0 nays. The motion carried.    | PROFESSIONAL<br>APPOINTMENT:<br>TERESA WILLIAMS    |

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| 2021/22-071 | Upon the recommendation of District Superintendent Budelmann, a motion was made by John Costello, Sr. and seconded by Harry Jarcho to appoint Preston Brown to a provisional position of Assistant Data Processing Coordinator – RIC, effective July 1, 2021 at a salary of \$37,000. There were 8 ayes and 0 nays. The motion carried.                 | CIVIL SERVICE<br>APPOINTMENT:<br>PRESTON BROWN      |
| 2021/22-072 | Upon the recommendation of District Superintendent Budelmann, a motion was made by John Costello, Sr. and seconded by Harry Jarcho to appoint Rodney Wilson to a probationary position of Network Administrator I – RIC, effective June 14, 2021 at a salary of \$65,000. There were 8 ayes and 0 nays. The motion carried.                             | CIVIL SERVICE<br>APPOINTMENT:<br>RODNEY WILSON      |
| 2021/22-073 | Upon the recommendation of District Superintendent Budelmann, a motion was made by John Costello, Sr. and seconded by Harry Jarcho to appoint Justin Robertello to a provisional position of Computer Service Technician – RIC, effective July 1, 2021 at a salary of \$37,500. There were 8 ayes and 0 nays. The motion carried.                       | CIVIL SERVICE<br>APPOINTMENT:<br>JUSTIN ROBERTELLO  |
| 2021/22-074 | Upon the recommendation of District Superintendent Budelmann, a motion was made by John Costello, Sr. and seconded by Harry Jarcho to appoint Oleg Verenich to a provisional position of Assistant Educational Technology Planning Specialist – RIC, effective July 12, 2021 at a salary of \$69,500. There were 8 ayes and 0 nays. The motion carried. | CIVIL SERVICE<br>APPOINTMENT:<br>OLEG VERENICH      |
| 2021/22-075 | Upon the recommendation of District Superintendent Budelmann, a motion was made by John Costello, Sr. and seconded by Harry Jarcho to appoint Matthew Conover to a provisional position of Network Administrator II – RIC, effective July 13, 2021 at a salary of \$48,800. There were 8 ayes and 0 nays. The motion carried.                           | CIVIL SERVICE<br>APPOINTMENT:<br>MATTHEW CONOVER    |
| 2021/22-076 | Upon the recommendation of District Superintendent Budelmann, a motion was made by John Costello, Sr. and seconded by Harry Jarcho to appoint Phylcia Gordon to a provisional position of Network Administrator I – RIC, effective July 26, 2021 at a salary of \$55,000. There were 8 ayes and 0 nays. The motion carried.                             | CIVIL SERVICE<br>APPOINTMENT:<br>PHYLICIA GORDON    |
| 2021/22-077 | Upon the recommendation of District Superintendent Budelmann, a motion was made by John Costello, Sr. and seconded by Harry Jarcho to appoint Cassandra Stone to a provisional position of Senior Office Specialist – Early Childhood, effective July 12, 2021 at a salary of \$32,271. There were 8 ayes and 0 nays. The motion carried.               | CIVIL SERVICE<br>APPOINTMENT:<br>CASSANDRA STONE    |
| 2021/22-078 | A motion was made by John Costello, Sr. and seconded by Harry Jarcho to approve the recommended continuing education appointments as attached to the official minutes. There were 8 ayes and 0 nays. The motion   | APPROVE:<br>CONTINUING<br>EDUCATION<br>APPOINTMENTS |

carried.

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| 2021/22-079 | A motion was made by John Costello, Sr. and seconded by Harry Jarcho to approve the recommended miscellaneous appointments as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.  | APPROVE:<br>MISCELLANEOUS<br>APPOINTMENTS                             |
| 2021/22-080 | A motion was made by John Costello, Sr. and seconded by Harry Jarcho to approve the recommended summer school appointments as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.  | APPROVE:<br>SUMMER SCHOOL<br>APPOINTMENTS                             |
| 2021/22-081 | A motion was made by John Costello, Sr. and seconded by Harry Jarcho to approve the recommended internships/fieldwork experience appointments as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.   | APPROVE:<br>INTERNSHIPS/<br>FIELDWORK<br>EXPERIENCE                   |
| 2021/22-082 | A motion was made by John Costello, Sr. and seconded by Harry Jarcho to approve the recommended consultants as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.   | APPROVE:<br>CONSULTANTS   |
| 2021/22-083 | A motion was made by John Costello, Sr. and seconded by Harry Jarcho to approve the recommended performing arts contracts as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.   | APPROVE:<br>PERFORMING ARTS<br>CONTRACTS                              |
| 2021/22-084 | The Board moved to the Assistant Superintendent for Curriculum & Instruction Report. The following was discussed: Summer School, LEAP, Adult & Continuing Education, Summer Curriculum Work, partnership with Davidson and Alternative Education. Dr. Williams commented on the collaboration and team approach that is taking place between the instructional services, management services and the RIC to make all of these run smoothly. Dr. Williams also updated the Board on the 2021-22 Professional Learning Plan. | ASSISTANT<br>SUPERINTENDENT FOR<br>CURRICULUM &<br>INSTRUCTION REPORT |
| 2021/22-085 | A motion was made by John Costello, Sr. and seconded by Sue Carvelli to approve the 2021-22 Professional Learning Plan as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.  | APPROVE: 2021-22<br>PROFESSIONAL<br>LEARNING PLAN                     |
| 2021/22-086 | The Board moved to the Deputy Superintendent for Finance & Operations Report. The following was discussed: Building Services work for Summer School; Planning for next year; Rossetti Roof Top Project; 2021-22 Reimbursement Rates for Model Schools and Other Contracted Services; Intermunicipal Agreements for Shared Attorneys; Annual Financing for Installment Purchase Agreements Results; Public Hearing on 2021-22 BOCES-wide School Safety Plan.  | DEPUTY<br>SUPERINTENDENT FOR<br>FINANCE &<br>OPERATIONS REPORT        |

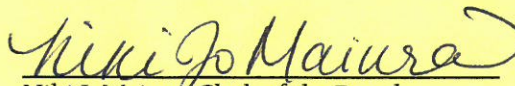
*\*Sue Carvelli left the meeting.*

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| 2021/22-087 | A motion was made by Rich Engelbrecht and seconded by Harry Jarcho to approve the reimbursement rates for model schools and other contracted services as recommended for the 2021-2022 school year. There were 7 ayes and 0 nays. The motion carried.                   | APPROVE 2021-2022<br>REIMBURSEMENT<br>RATES FOR MODEL<br>SCHOOLS & OTHER<br>CONTRACTED SERVICES |
| 2021/22-088 | A motion was made by John Costello, Sr. and seconded by Joe Monfiletto to approve an Intermunicipal Agreement with the Herkimer-Fulton-Hamilton-Otsego BOCES to provide legal services for the 2021-2022 school year. There were 7 ayes and 0 nays. The motion carried. | INTERMUNICIPAL<br>AGREEMENT:<br>HERKIMER-FULTON-<br>HAMILTON-OTSEGO<br>BOCES                    |
| 2021/22-089 | A motion was made by John Costello, Sr. and seconded by Joe Monfiletto to approve an Intermunicipal Agreement with the Herkimer CSD to provide legal services for the 2021-2022 school year. There were 7 ayes and 0 nays. The motion carried.                          | INTERMUNICIPAL<br>AGREEMENT:<br>HERKIMER CSD  |
| 2021/22-090 | A motion was made by John Costello, Sr. and seconded by Joe Monfiletto to approve an Intermunicipal Agreement with the Morrisville-Eaton CSD to provide legal services for the 2021-2022 school year. There were 7 ayes and 0 nays. The motion carried.                 | INTERMUNICIPAL<br>AGREEMENT:<br>MORRISVILLE-EATON<br>CSD  |
| 2021/22-091 | A motion was made by John Costello, Sr. and seconded by Joe Monfiletto to approve an Intermunicipal Agreement with the Poland CSD to provide legal services for the 2021-2022 school year. There were 7 ayes and 0 nays. The motion carried.                            | INTERMUNICIPAL<br>AGREEMENT:<br>POLAND CSD  |
| 2021/22-092 | A motion was made by John Costello, Sr. and seconded by Joe Monfiletto to approve an Intermunicipal Agreement with the Walton CSD to provide legal services for the 2021-2022 school year. There were 7 ayes and 0 nays. The motion carried.                            | INTERMUNICIPAL<br>AGREEMENT:<br>WALTON CSD  |
| 2021/22-093 | A motion was made by John Costello, Sr. and seconded by Joe Monfiletto to approve an Intermunicipal Agreement with the Whitesboro CSD to provide legal services for the 2021-2022 school year. There were 7 ayes and 0 nays. The motion carried.                        | INTERMUNICIPAL<br>AGREEMENT:<br>WHITESBORO CSD  |
| 2021/22-094 | The Board conducted the first reading of the 2021-2022 Madison-Oneida BOCES-Wide Safety Plan. No action was taken at this time.   | FIRST READING:<br>2021-2022 MADISON-<br>ONEIDA BOCES-WIDE<br>SAFETY PLAN                        |
| 2021/22-095 | A motion was made at 5:30 PM by Rich Engelbrecht and seconded by John Costello, Sr. to move to Executive Session to discuss pending litigation and specific personnel matters. There were 7 ayes and 0 nays. The motion carried.  | EXECUTIVE SESSION   |

The President returned to regular session at 6:15 PM.

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| 2021/22-096 | A motion was made by Pat Baron and seconded by Harry Jarcho to approve Andrew LaLonde's June 30, 2021 request to indemnify him in accordance with Policy 0020. There were 7 ayes and 0 nays. The motion carried.   | REQUEST FOR<br>INDEMNIFICATION   |
| 2021/22-097 | A motion was made by Rich Engelbrecht and seconded by Harry Jarcho to approve the draft July 1, 2021 Non-negotiating Employee Salary Categories chart. There were 7 ayes and 0 nays. The motion carried.   | APPROVE NON-<br>NEGOTIATING<br>EMPLOYEE SALARY<br>CATEGORIES CHART       |
| 2021/22-098 | A motion was made by Harry Jarcho and seconded by Rich Engelbrecht to increase the salaries of Lisa Decker and Matthew Williams by \$6,000 each. There were 7 ayes and 0 nays. The motion carried.   | APPROVE SALARY<br>INCREASES:<br>LISA DECKER &<br>MATTHEW WILLIAMS        |
| 2021/22-099 | The Board moved to the District Superintendent's Report. The following was discussed: Albany Updates, including COVID-19 protocols; Meetings & Events; August 5 Board Planning Day; Stockbridge Superintendent Finalists; Community Bikes Outreach article; Rural Schools June Newsletter.   | DISTRICT<br>SUPERINTENDENT'S<br>REPORT                                   |
| 2021/22-100 | A motion was made by Rich Engelbrecht and seconded by Sally Sherwood to formally recognize Catherine M. Quinn for her outstanding service for over 30 years and for her dedication to the Board and all of its members. The Board wished to commemorate their appreciation of her commitment with documentation in the official minutes. There were 7 ayes and 0 nays. The motion carried. | FORMAL RECOGNITION<br>OF CATHERINE M.<br>QUINN, FORMER<br>DISTRICT CLERK |
| 2021/22-101 | The Board moved to Board Items. The following was discussed: Audit Committee Update (information), and Board Expense Report.   | BOARD ITEMS  |
| 2021/22-102 | A motion was made by Sally Sherwood and seconded by Pat Baron to adjourn the meeting at 6:40 pm. There were 7 ayes and 0 nays. The motion carried.   | ADJOURNMENT  |

Respectfully Submitted,

  
Niki J. Maiura, Clerk of the Board