

MINUTES OF THE REGULAR MONTHLY MEETING
THURSDAY, SEPTEMBER 1, 2022

The Regular Monthly Meeting of the Board of Cooperative Educational Services, Sole Supervisory District, Madison and Oneida counties, was held Thursday, September 1, 2022 in the Administration Board Room at the Madison-Oneida BOCES Main Campus in Verona, New York. President Doug Gustin called the meeting to order at 5:02 p.m. There was no public comment.

Present: Douglas Gustin – Canastota, Sally Sherwood – Camden, Michelle Jacobsen – Hamilton
Richard Engelbrecht – Madison, Donna Isbell – Morrisville-Eaton, John Costello, Sr. – Oneida,
Suzanne Carvelli – Rome and Patrick Baron - VVS.

Arrived Late: Joseph Monfiletto – Stockbridge Valley

Also Present: Scott Budelmann - District Superintendent, Lisa Decker - Deputy Superintendent for Finance & Operations, Matthew Williams - Assistant Superintendent for Curriculum & Instruction and Niki J. Maiura - District Clerk.

- | | | |
|--|--|---|
| 2022/23-169 | Mr. Budelmann introduced the new leadership team consisting of Director of Secondary Programs James Weaver, Director of Middle Level Programs Owen Maranville, and Director of Elementary Programs Amanda Hopkins. The team talked about the exciting changes that are taking place and updated the Board on some of the new opportunities. They also discussed the collaborative effort by instructional, operational and technical personnel that have made these opportunities possible and have contributed to the successes thus far. | DISTRICT
SUPERINTENDENT'S
WELCOME &
OVERVIEW |
| <p style="margin-left: 40px;">The Board commended the team and expressed appreciation of the team's excitement and the positive energy they exude.</p> | | |
| 2022/23-170 | A motion was made by Pat Baron and seconded by Sue Carvelli to amend the agenda to include updated personnel reports. There were 8 ayes and 0 nays. The motion carried. | AMEND AGENDA |
| 2022/23-171 | A motion was made by Michelle Jacobsen and seconded by Rich Engelbrecht to approve the minutes of the Regular Meeting held on August 4, 2022. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
MINUTES OF
08/04/2022 REGULAR
MEETING |
| 2022/23-172 | A motion was made by Donna Isbell and seconded by Rich Engelbrecht to approve the Treasurer's Report from June 2022. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
TREASURER'S REPORT
JUNE 2022 |
| 2022/23-173 | A motion was made by Rich Engelbrecht and seconded by Donna Isbell to approve the Treasurer's Report from July 2022. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
TREASURER'S REPORT
JULY 2022 |
| 2022/23-174 | A motion was made by Sue Carvelli and seconded by Pat | APPROVE: |

Baron to approve the monthly Claims Audit Report.
There were 8 ayes and 0 nays. The motion carried.

MONTHLY CLAIMS
AUDIT REPORT

- | | | |
|-------------|--|---|
| 2022/23-175 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to award the Cafeteria Ice Cream bid #22-08-002, on a total award basis to the lowest responsible bidder meeting the specifications and thresholds, and offers the lowest overall cost. Specific items were rejected for failure to meet bid specifications for incorrect item. There were 8 ayes and 0 nays. The motion carried. | BID:
CAFETERIA ICE CREAM
#22-08-002 |
| 2022/23-176 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to award the Equine and Animal Science Facility Rental bid #22-08-005 on a total award basis to the lowest responsible bidder meeting the specifications and thresholds, and offers the lowest overall cost. Rejection of alternate bidder for failure to complete required bid documentation. There were 8 ayes and 0 nays. The motion carried. | BID:
EQUINE AND ANIMAL
SCIENCE FACILITY
RENTAL
#22-08-005 |
| 2022/23-177 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to award the Digital Printers bid #22-07-001 on a line-by-line award 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:
DIGITAL PRINTERS
#22-07-001 |
| 2022/23-178 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to award the Print Shop and Copy Paper bid #22-07-003 on a line-by-line award 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:
PRINT SHOP AND COPY
PAPER
#22- 07-003 |
| 2022/23-179 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to award the Cosmetology Styling Chairs bid #22-07-004 on a total award 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:
COSMETOLOGY
STYLING CHAIRS
#22-07-004 |
| 2022/23-180 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to award the Tire bid #22-08-001 on a category award 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:
TIRES
#22-08-001 |
| 2022/23-181 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to award the Cosmetology Supplies bid #22-08-004 on a line-by-line award basis to the lowest | BID:
COSMETOLOGY
SUPPLIES |

	responsible bidder meeting the specifications and thresholds, and offers the lowest overall cost. There were 8 ayes and 0 nays. The motion carried.	#22-08-004
2022/23-182	A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to reject the Lumber bid #22-07-002 based on unacceptable proposed exceptions to the terms. There were 8 ayes and 0 nays. The motion carried.	REJECT BID: LUMBER #22-07-002
2022/23-183	A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to declare the Equipment List as excess or obsolete. There were 8 ayes and 0 nays. The motion carried.	APPROVE: EXCESS/OBSOLETE EQUIPMENT
2022/23-184	A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to approve the Installment Purchase Request with Richfield Springs Central School District to purchase 602-7710 Administrative Computer Services. There were 8 ayes and 0 nays. The motion carried.	APPROVE: INSTALLMENT PURCHASE AGREEMENT WITH RICHFIELD SPRINGS CENTRAL SCHOOL DISTRICT
2022/23-185	A motion was made by Michelle Jacobsen and seconded by Pat Baron to approve the Resignations recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried.	APPROVE: RESIGNATIONS
2022/23-186	Upon the recommendation of District Superintendent Budelmann, a motion was made by Michelle Jacobsen and seconded by Pat Baron to approve the Professional Appointments recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried.	APPROVE: PROFESSIONAL APPOINTMENTS
2022/23-187	Upon the recommendation of District Superintendent Budelmann, a motion was made by Michelle Jacobsen and seconded by Pat Baron to approve the Civil Service Appointments recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried.	APPROVE: CIVIL SERVICE APPOINTMENTS
2022/23-188	A motion was made by Michelle Jacobsen and seconded by Pat Baron to approve the Adult & Continuing Education Appointments recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried.	APPROVE: ADULT & CONTINUING EDUCATION APPOINTMENTS
2022/23-189	A motion was made by Michelle Jacobsen and seconded by Pat Baron to approve the Miscellaneous Appointments recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried.	APPROVE: MISCELLANEOUS APPOINTMENTS
2022/23-190	A motion was made by Michelle Jacobsen and seconded by Pat Baron to approve the Internships / Fieldwork Experience Appointments recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried.	APPROVE: INTERNSHIPS / FIELDWORK EXPERIENCE

APPOINTMENTS

- | | | |
|-------------|--|---|
| 2022/23-191 | A motion was made by Michelle Jacobsen and seconded by Pat Baron to approve the Summer Appointments recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
SUMMER
APPOINTMENTS |
| 2022/23-192 | A motion was made by Michelle Jacobsen and seconded by Pat Baron to approve the Consultants recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
CONSULTANTS |
| 2022/23-193 | A motion was made by Michelle Jacobsen and seconded by Pat Baron to approve the Performing Arts recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
PERFORMING ARTS |
| 2022/23-194 | <p>Upon the recommendation of District Superintendent Budelmann, a motion was made by Michelle Jacobsen and seconded by Pat Baron to approve the LEAD Evaluator Recertification for the following administrators (annual recertification for 2022-23) :</p> <p>Phil Helmer
Molly LiBritz
Erin Noto
Candice Paravati
Randy Raux
Owen Maranville
Gina Calabro
Amanda Hopkins
Carla Fountain
Jim Weaver
Laurie Ann Ross</p> <p>The administrators have completed training which meets the requirements of 8 NYCRR 30-2.9 and the Madison-Oneida BOCES Annual Professional Performance Review Plan for recertification as Lead Evaluators of Teachers. There were 8 ayes and 0 nays. The motion carried.</p> | <p>APPROVE:
RECERTIFICATION AS
LEAD EVALUATORS OF
TEACHERS FOR:
PHIL HELMER
MOLLY LIBRITZ
ERIN NOTO
CANDICE PARAVATI
RANDY RAUX
OWEN MARANVILLE
GINA CALABRO
AMANDA HOPKINS
CARLA FOUNTAIN
JIM WEAVER
LAURIE ANN ROSS</p> |
| 2022/23-195 | Upon the recommendation of District Superintendent Budelmann, a motion was made by Donna Isbell and seconded by Sally Sherwood to grant tenure to Kristin Spinella in the tenure area of Instructional Support Services, Integration of Technology into Instructional Practices, effective November 5, 2022. The District Superintendent has advised the Board that Kristin Spinella 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:
KRISTIN SPINELLA |

Joe Monfiletto arrived at the meeting.

- | | | |
|-------------|---|---|
| 2022/23-196 | A Public Hearing Session was held to review the revisions to the Code of Conduct. A motion was made by Donna Isbell and seconded by Joe Monfiletto to approve Policy 1011 – Code of Conduct, as revised. There were 9 ayes and 0 nays. The motion carried. | PUBLIC HEARING
SESSION & APPROVAL
OF POLICY 1011 – CODE
OF CONDUCT |
| 2022/23-197 | A motion was made by Donna Isbell and seconded by Michelle Jacobsen to approve Policy 0013 – Title IX Grievance Process. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
POLICY 0013 – TITLE IX
GRIEVANCE PROCESS |
| 2022/23-198 | The Board moved to the Deputy Superintendent for Finance & Operations Report. Mrs. Lisa Decker updated the Board on the installation and operation of the Multizone Unit. She reported on the preparation of campus and classrooms by the Building Services team, the Independent Audit that is in progress, and the current COVID protocols (no mandated testing or masking). She also spoke to the Board about the Equine and Animal Science Facility Rental contract based on the bid award and on the Lightspeed Memorandum of Agreement for an additional service module. | DEPUTY
SUPERINTENDENT FOR
FINANCE &
OPERATIONS REPORT |
| 2022/23-199 | A motion was made by Donna Isbell and seconded by Rich Engelbrecht to approve the Equine and Animal Science Facility Rental Agreement for the 2022-2023 school year, resulting from the bid award. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
EQUINE AND ANIMAL
SCIENCE FACILITY
RENTAL AGREEMENT |
| 2022/23-200 | A motion was made by John Costello, Sr. and seconded by Michelle Jacobsen to approve the Memorandum of Agreement with Lightspeed to allow for access to the Lightspeed Alert Module. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
LIGHTSPEED
MEMORANDUM OF
AGREEMENT |
| 2022/23-201 | The Board moved to the Assistant Superintendent for Curriculum & Instruction Report. Dr. Williams spoke briefly about the Opening Day of school, recognizing the team effort that transpires from the preparation of the classrooms, the necessary purchases, the legal updates, quick hiring process that all goes into making sure the start of the school year is successful. He offered kudos to the strong management team and noted that we are fully staffed and expanding services as requested. Dr. Williams spoke to the Board about the School Library System Council Representatives and the Oneida Indian Nation Services Agreement. | ASSISTANT
SUPERINTENDENT FOR
CURRICULUM &
INSTRUCTION REPORT |
| 2022/23-202 | A motion was made by Joe Monfiletto and seconded by Rich Engelbrecht to approve the School Library Council Representatives, Nicole Bodner of Madison and Diana Cassulis of Mid York Library System. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
SCHOOL LIBRARY
SYSTEM COUNCIL
REPRESENTATIVES |

- | | | |
|---|---|--|
| 2022/23-203 | A motion was made by Donna Isbell and seconded by Michelle Jacobsen to approve the Oneida Indian Nation Services Agreement to allow for continued collaboration with the Oneida Indian Nation Language Program. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
ONEIDA INDIAN
NATION SERVICES
AGREEMENT |
| 2022/23-204 | A motion was made by John Costello and seconded by Donna Isbell to move to Executive Session at 5:41 PM for the purposes of discussing proposed, pending or current litigation, collective negotiations pursuant to Article 14 of the Civil Service Law, and the medical, financial, credit or employment history of a particular person or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person. There were 9 ayes and 0 nays. The motion carried. | EXECUTIVE SESSION |
| The President returned to regular session at 6:28 PM. | | |
| 2022/23-205 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to approve the Merit Stipends in accordance with Policy 6093, as recommended by the District Superintendent. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
MERIT STIPENDS IN
ACCORDANCE WITH
POLICY 6093 |
| 2022/23-206 | A motion was made by Donna Isbell and seconded by Sally Sherwood to approve the revision of vacation benefits, and authorizing corresponding policy changes for non-negotiating administrators, as recommended by the District Superintendent. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
REVISION OF VACATION
BENEFITS AND
CORRESPONDING
POLICY UPDATES FOR
NON-NEGOTIATING
ADMINISTRATORS |
| 2022/23-207 | A motion was made by John Costello and seconded by Rich Engelbrecht to approve the revision of vacation benefits, and authorizing corresponding policy changes for non-negotiating support staff, as recommended by the District Superintendent. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
REVISION OF VACATION
BENEFITS AND
CORRESPONDING
POLICY UPDATES FOR
NON-NEGOTIATING
SUPPORT STAFF |
| 2022/23-208 | A motion was made by Michelle Jacobsen and seconded by Donna Isbell to approve the Settlement Agreement with a particular individual, as recommended by outside counsel. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
SETTLEMENT
AGREEMENT |
| 2022/23-209 | A motion was made by John Costello and seconded by Sue Carvelli to approve the revisions to the Non-Negotiating Employee Categorized Salary Ranges, as recommended by the District Superintendent in accordance with Policy 3016. There were 9 ayes and 0 nays. The motion carried. | APPROVE:
REVISIONS TO NON-
NEGOTIATING
EMPLOYEE
CATEGORIZED SALARY |

RANGES

DISTRICT
SUPERINTENDENT'S
REPORT

2022/23-210 The Board moved to Mr. Scott Budelmann for the District Superintendent's Report. Mr. Budelmann updated the Board on current COVID-related issues, including: Availability of tests, NYS Healthcare Worker Bonus Program, and Federal funding for School Lunch Programs ending.

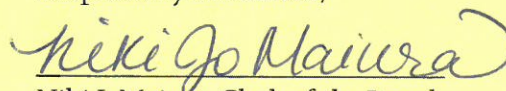
He also shared information on the following:
USDA Farm to School grant secured by Lisa Seitz
SED Certification changes
SED Blue Ribbon Commission
Substantial Equivalency Education
Instructional Leadership Team Organizational Chart
Embedded programs
Opening Day
NYSSBA Annual Convention

Scott spoke about the recent changes to the Open Meetings Law with regard to videoconferencing. There was discussion and the consensus was to not move forward with developing and adopting a resolution allowing for videoconferencing under extraordinary circumstances.

2022/23-211 A motion was made by Donna Isbell and seconded by Rich Engelbrecht to adjourn the meeting at 7:09 PM. There were 9 ayes and 0 nays. The motion carried.

ADJOURNMENT

Respectfully Submitted,


Niki J. Maiura, Clerk of the Board