

MINUTES OF THE REGULAR MONTHLY MEETING  
WEDNESDAY, JANUARY 11, 2023

The Regular Monthly Meeting of the Board of Cooperative Educational Services, Sole Supervisory District, Madison and Oneida counties, was held Wednesday, January 11, 2023 in the Administration Board Room at the Madison-Oneida BOCES Main Campus in Verona, New York. President Douglas Gustin called the meeting to order at 5:00 p.m. The Board recited the pledge of allegiance. There was no public comment.

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

Absent: Sally Sherwood – Camden

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.

2022/23-318 Mr. Budelmann welcomed the Board and members from Staff & Curriculum Development to the meeting. He reminded the board about topics to be covered at the meeting, including Policy Committee updates and discussion about the Nominating Committee. He then turned the floor over to Vice President Richard Engelbrecht. Mr. Engelbrecht congratulated President Douglas Gustin for 20 years of service on the Madison-Oneida BOCES Board of Education. He spoke about some of Mr. Gustin's commitments above and beyond serving on the Board, including his service to New York State School Boards, Rural Schools Association, the OMH School Boards Institute, the Board Audit Committee (current Chair), and the Boxing Hall of Fame. He was also selected and honored by the Canastota Wall of Distinction. Doug's picture is now hanging in the Administration Board Room with other members that have dedicated 20 years or more to our Board. We recognize Mr. Gustin with our deepest appreciation and gratitude.

DISTRICT  
SUPERINTENDENT'S  
WELCOME &  
OVERVIEW

Mr. Budelmann then introduced Staff & Curriculum Development Director Edward Rinaldo and Home School Coordinator Rebecca Copp from the Staff & Curriculum Development department.

2022/23-319 Ed Rinaldo and Rebecca Copp spoke about some of the many services provided by the department, including Performing Arts & Exploratory Enrichment, OSE Central Regional Partnership, Teacher Support Services, Leadership Support, School Library System and Center for Instructional Support, Statewide and Standards Shift Support, Teacher Center Collaboration, Summer Conference, DEI and Homeschool.

E&AP PRESENTATION –  
STAFF & CURRICULUM  
DEVELOPMENT



The department has developed a unique partnership with the OIN Language Program. They shared some of the beautiful resources, including books and calendars, they have created in collaboration with the OIN Language Department.

They also spoke about the new Home School Coordination service and DEI work. Ed reported that many members of our Staff & Curriculum Development team are leaders on various state committees.

The Board thanked Ed, Becky and the rest of the team for their innovative, responsive, forward-thinking work, in addition to their commitment and leadership in the region.

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| 2022/23-320 | A motion was made by Donna Isbell and seconded by Rich Engelbrecht to amend the agenda to include updated personnel reports. There were 8 ayes and 0 nays. The motion carried.   | AMEND AGENDA  |
| 2022/23-321 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to approve the minutes of the Regular Meeting held on December 1, 2022. There were 8 ayes and 0 nays. The motion carried.  | APPROVE:<br>MINUTES OF<br>12/01/2022 REGULAR<br>MEETING |
| 2022/23-322 | A motion was made by Sue Carvelli and seconded by Michelle Jacobsen to approve the Treasurer's Report from November 2022. There were 8 ayes and 0 nays. The motion carried.  | APPROVE:<br>TREASURER'S REPORT<br>NOVEMBER 2022         |
| 2022/23-323 | A motion was made by Donna Isbell and seconded by Sue Carvelli to approve the monthly Claims Audit Report. There were 8 ayes and 0 nays. The motion carried.   | APPROVE:<br>MONTHLY CLAIMS<br>AUDIT REPORT              |
| 2022/23-324 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to award the Computer Supplies bid #22-11-001, on a category award basis to the lowest responsible bidder meeting the specifications and thresholds, and offers the lowest overall cost. Rejection of bids from bidder for failure to adhere to bid specifications. There were 8 ayes and 0 nays. The motion carried.  | BID:<br>COMPUTER SUPPLIES<br>#22-11-001                 |
| 2022/23-325 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to award the Calculators bid #22-11-002, on a line-by-line award basis to the lowest responsible bidder meeting the specifications and thresholds, and offers the lowest overall cost. Rejection of bids from various bidders for proposing unacceptable exceptions to terms or failing to adhere to bid specifications. There were 8 ayes and 0 nays. The motion carried. | BID:<br>CALCULATORS<br>#22-11-002                       |



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| 2022/23-326 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to award the Print Shop and Copy Paper bid #22-11-003, on a line-by-line award basis to the lowest responsible bidder meeting the specifications and thresholds, and offers the lowest overall cost. Rejection of bids from various bidders for failure to adhere to bid specifications. There were 8 ayes and 0 nays. The motion carried. | BID:<br>PRINT SHOP AND COPY<br>PAPER<br>#22-11-003                        |
| 2022/23-327 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to award the Office Supplies bid #22-12-003, on a total award basis to the lowest responsible bidder meeting the specifications and thresholds, and offers the lowest overall cost. Rejection of bids from various bidders for failure to adhere to bid specifications. There were 8 ayes and 0 nays. The motion carried.                  | BID:<br>OFFICE SUPPLIES<br>#22-12-003                                     |
| 2022/23-328 | 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:<br>EXCESS/OBSOLETE<br>EQUIPMENT                                  |
| 2022/23-329 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to approve the 2022-2023 Distance Learning Statewide Agreement Add-ons. This agreement authorizes Erie I BOCES to negotiate contracts for distance learning courses on behalf of our BOCES and participating districts. There were 8 ayes and 0 nays. The motion carried.  | APPROVE:<br>2022-2023 DISTANCE<br>LEARNING STATEWIDE<br>AGREEMENT ADD-ONS |
| 2022/23-330 | A motion was made by Michelle Jacobsen and seconded by Donna Isbell to approve the Resignations recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried.   | APPROVE:<br>RESIGNATIONS  |
| 2022/23-331 | A motion was made by Michelle Jacobsen and seconded by Donna Isbell to approve the Leaves of Absence recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried.  | APPROVE:<br>LEAVES OF ABSENCE   |
| 2022/23-332 | Upon the recommendation of District Superintendent Budelmann, a motion was made by Michelle Jacobsen and seconded by Donna Isbell to approve the Professional Appointments recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried.  | APPROVE:<br>PROFESSIONAL<br>APPOINTMENTS                                  |
| 2022/23-333 | Upon the recommendation of District Superintendent Budelmann, a motion was made by Michelle Jacobsen and seconded by Donna Isbell to approve the Civil Service Appointments recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried.   | APPROVE:<br>CIVIL SERVICE<br>APPOINTMENTS                                 |



2022/23-334	A motion was made by Michelle Jacobsen and seconded by Donna Isbell 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
2022/23-335	A motion was made by Michelle Jacobsen and seconded by Donna Isbell to approve the Miscellaneous Appointments recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried.	APPROVE: MISCELLANEOUS APPOINTMENTS
2022/23-336	A motion was made by Michelle Jacobsen and seconded by Donna Isbell to approve the Consultants recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried.	APPROVE: CONSULTANTS
2022/23-337	A motion was made by Michelle Jacobsen and seconded by Donna Isbell to approve the Performing Arts recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried.	APPROVE: PERFORMING ARTS
2022/23-338	A motion was made by Michelle Jacobsen and seconded by Donna Isbell to approve the Internships / Fieldwork Experiences recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried.	APPROVE: INTERNSHIPS / FIELDWORK EXPERIENCES
2022/23-339	A motion was made by Donna Isbell and seconded by John Costello, Sr. to approve Policy 4710 – Accepting Gifts, Grants and Donations. There were 8 ayes and 0 nays. The motion carried.	APPROVE: POLICY 4710 – ACCEPTING GIFTS, GRANTS AND DONATIONS
2022/23-340	A motion was made by Donna Isbell and seconded by Pat Baron to approve Policy 8005 – Affiliation Agreements & Course Credit Agreements. There were 8 ayes and 0 nays. The motion carried.	APPROVE: POLICY 8005 – AFFILIATION AGREEMENTS & COURSE CREDIT AGREEMENTS
2022/23-341	A motion was made by Rich Engelbrecht and seconded by Sue Carvelli to approve Policy 8062 – Curriculum and Instructional Materials. There were 8 ayes and 0 nays. The motion carried.	APPROVE: POLICY 8062 – CURRICULUM AND INSTRUCTIONAL MATERIALS
2022/23-342	A motion was made by Michelle Jacobsen and seconded by Sue Carvelli to delete Policy 8025 – Clinical or Instructional Internships at BOCES. There were 8 ayes and 0 nays. The motion carried.	DELETE: POLICY 8025 – CLINICAL OR INSTRUCTIONAL INTERNSHIPS AT BOCES



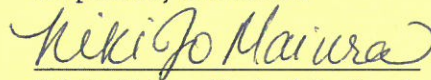
- 2022/23-343 The Board moved to the Deputy Superintendent for Finance & Operations Report. Mrs. Lisa Decker updated the Board on the current Capital Project. Project paperwork has been submitted to SED, keeping the BOCES on track with our timeline. Lisa also spoke to the Board about a proposed new contract with Terrace Metrics.
- DEPUTY  
SUPERINTENDENT FOR  
FINANCE &  
OPERATIONS REPORT
- 2022/23-344 A motion was made by Donna Isbell and seconded by Pat Baron to approve the Terrace Metrics Contract. This agreement would allow districts and BOCES access to online diagnostic tools that assess the behavioral health of students from grades 3 through 12. Data from the assessment can be utilized by schools and parents to help support students. There were 8 ayes and 0 nays. The motion carried.
- APPROVE:  
TERRACE METRICS  
CONTRACT
- 2022/23-345 The Board moved to the Assistant Superintendent for Curriculum & Instruction Report. Dr. Williams expressed his appreciation for Ed Rinaldo and his team, and their responsiveness to the region's needs. Matt also recapped the recent LPN Graduation and the excitement of seeing the 17 students graduate. The Rossetti Courtyard was full of proud, supportive family members and friends. He expressed gratitude that the BOCES is able to offer these opportunities for all learners in our region.
- ASSISTANT  
SUPERINTENDENT FOR  
CURRICULUM &  
INSTRUCTION REPORT
- 2022/23-346 A motion was made by Donna Isbell and seconded by Sue Carvelli to move to Executive Session at 6:27 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 8 ayes and 0 nays. The motion carried.
- EXECUTIVE SESSION
- The President returned to regular session at 7:10 PM.
- 2022/23-347 A motion was made by John Costello, Sr. and seconded by Donna Isbell to indemnify employee Andrew Lalonde in accordance with his January 9, 2023 request. There were 8 ayes and 0 nays. The motion carried.
- APPROVE:  
INDEMNIFICATION OF  
EMPLOYEE
- 2022/23-348 The Board moved to Mr. Scott Budelmann for the District Superintendent's Report. Mr. Budelmann spoke to the Board about the MORIC's statewide leadership heading off a potential issue with a vendor product. Their attentiveness and persistence provides districts statewide with security most are unaware of.
- DISTRICT  
SUPERINTENDENT'S  
REPORT
- Mr. Budelmann updated the Board on the Governor's State of the State Address, Foundation Aid, and strategic partnerships. He also discussed the DEI Policy 0014 that



was approved approximately one year ago. Mr. Budelmann recommended DEI Steering Committee appointments in accordance with Policy 0014.

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| 2022/23-349 | A motion was made by John Costello, Sr. and seconded by Sue Carvelli to appoint the following individuals to the Madison-Oneida BOCES DEI Committee:<br>Kane Calabro<br>Rebecca Copp<br>Phylicia Gordon<br>Richard Hammett<br>Rachel Helmer<br>Karen Kloss<br>Kimberly Kolch<br>Randy Raux<br>Cheri Schmalz<br>Brenda Wolak<br>Student Member (Designated by District Superintendent)<br>Parent Member (Designated by District Superintendent)<br>There were 8 ayes and 0 nays. The motion carried. | APPROVE:<br>APPOINTMENT OF<br>MEMBERS TO THE<br>MADISON-ONEIDA<br>BOCES DEI<br>COMMITTEE |
| 2022/23-350 | Mr. Budelmann reviewed the historical structure and intent of the Nominating Committee. The Board discussed the usefulness of the committee and whether it is beneficial to keep it intact. The members agreed to further discuss at their May meeting.   | NOMINATING<br>COMMITTEE<br>DISCUSSION  |
| 2022/23-351 | Doug Gustin updated the Board on the Rural Schools Association Winter Conference. The Madison-Oneida BOCES Law, Government and Public Administration had a booth, as well as teacher and student representation. All were well-received and their participation was appreciated.  | RURAL SCHOOLS<br>UPDATE  |
| 2022/23-352 | A motion was made by Donna Isbell and seconded by Joe Monfiletto to adjourn the meeting at 7:45 PM. There were 8 ayes and 0 nays. The motion carried.   | ADJOURNMENT  |

Respectfully Submitted,



Niki J. Maiura, Clerk of the Board