



# Oneida-Herkimer-Madison BOCES

4747 Middle Settlement Road • New Hartford, NY 13413  
www.oneida-boces.org

Cooperative Board 2020-2021

T: 315.793.8558

F: 315.223-4704

## **MINUTES OF THE REGULAR MEETING OF JANUARY 13, 2021**

The Regular meeting of the Board of Cooperative Educational Services was held on January 13, 2021 Virtually via Zoom Video Conference.

### **MEMBERS PRESENT**

Mr. Steve Boucher, President  
Mr. Russell Stewart, Vice President  
Mrs. Doreen Corbin  
Mrs. Evon M. Ervin  
Mrs. Elaine M. Falvo  
Mrs. Charlene A. Hartman  
Mr. Michael J. Moore  
Mr. Gary P. Nelson  
Mr. Anthony J. Nicotera  
Dr. Gary W. Porcelli  
Mr. John J. Salerno

### **MEMBERS EXCUSED**

Mrs. Michelle Anderson

### **OTHERS PRESENT**

Patricia N. Kilburn, Ed.D.  
Mr. Thomas Dorr  
Mr. Christopher Hill  
Mr. Scott Morris  
Mrs. Ann Turner  
Mrs. Deborah Kimball

Date

Introduction

Members Present

Members Excused

Others Present

*Steve Boucher, President, Russell Stewart, Vice President*

*Michelle Anderson, Doreen Corbin, Evon M. Ervin, Elaine M. Falvo, Charlene A. Hartman,  
Michael J. Moore, Gary P. Nelson, Anthony J. Nicotera, Dr. Gary W. Porcelli, John J. Salerno,*

*We are collaborators, working together and partnering with leaders in education, business, industry, government and the local community to promote inclusive educational and career opportunities and equitable access in order to prepare all of our learners for the dynamic world of today and tomorrow.*

**ITEM I. CALL TO ORDER**

A quorum was noted and President, Mr. Steve Boucher called the meeting to order at 4:30 p.m. Mr. Boucher also noted that this board meeting will be broadcast in real time, and also recorded and posted to our website.

**ITEM II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**ITEM III. RECOGNITION**

**ITEM IV. RECOGNITION OF VISITORS**

Closed meeting due to COVID-19

**ITEM V. COMMUNICATIONS**

**A. AUDIT COMMITTEE REPORT AND RECOMMENDATIONS**

Mrs. Falvo reviewed the minutes from the January 4, 2021 Audit Committee meeting, highlighting the NY State Comptroller's Audit key recommendations and she shared that the corrective action plan from the audit from WEST & Company needed to be amended to add dates. Mrs. Falvo also noted that the five-year cycle is complete and a Request for Proposals needs to be sent out to prospective firms to Audit the financial status of the OHM BOCES.

**B. FROM THE FLOOR**

none

**C. CORRESPONDENCE**

- Capital Conference, Virtual – February 2, 2021

Dr. Kilburn noted that this conference is free to members and if any Board members are interested in attending to contact Deb Kimball.

- NSBA Conference, Virtual – April 8- 10, 2021

Dr. Kilburn noted that there is a fee for this conference and if any Board members are interested in attending to contact Deb Kimball.

**ITEM VI. A. DISTRICT SUPERINTENDENT REPORTS**

**BOCES Annual Meeting**

Dr. Kilburn shared that due to COVID-19 she is unsure if we will be able to have an in-person Annual Meeting this year. She asked Mr. Hill to share some thoughts in regard to the students and programs that are usually part of the Annual Meeting Program. Mr. Hill also shared some other possible options for the meeting. At this time plans for a virtual Annual Meeting will move forward.

**COVID-19 Testing**

Mr. Dorr shared an update on the COVID-19 testing at the OHM BOCES. On December 28<sup>th</sup> BOCES employees were tested in a small pilot and the results of the testing were a 3% positivity rate.

Dr. Kilburn shared that we continue to support our local districts with testing.

**COVID-19 Vaccinations**

Dr. Kilburn noted that she has no official news of the vaccinations. She and local School Superintendents were meeting with the County Executive and the New Director of Health on Thursday morning for discussion on this topic.

**ITEM VII. A. 1. MOTION TO APPROVE THE MINUTES OF THE REGULAR MEETING OF DECEMBER 9, 2020**

Motion by: Mr. Salerno  
Seconded by: Mrs. Falvo

Moved, that, the minutes of the Regular Meeting of December 9, 2020 of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved.

Yes	No	Excused	Abstain
Steve Boucher		Michelle Anderson	
Doreen Corbin			
Evon M. Ervin			
Elaine M. Falvo			
Charlene A. Hartman			
Michael J. Moore			
Gary P. Nelson			
Anthony J. Nicotera			
Dr. Gary W. Porcelli			
John J. Salerno			
Russell Stewart			

**Motion carried, 11-0**

**ITEM VII. APPROVAL OF CONSENT AGENDA (B., C., D.)**

(with the following change to Item VII C.d.2.c.3. – withdrawal from the position)

**MOTION TO APPROVE THE CONSENT AGENDA**

Motion by: Mrs. Corbin

Seconded by: Mrs. Hartman

**FINANCIAL REPORTS/AWARDING OF CONTRACTS**

Moved, that the Cooperative Board accepts the Report of the Treasurer for November 2020 and the Budget Adjustment Report for November 2020 (Item VII B-1 and B-2); all as shown below:

**ITEM VII. B. 1. MOTION TO ACCEPT REPORT OF TREASURER FOR NOVEMBER 2020**

**Report of the Treasurer for November 2020**

Capital	943,823.90
General	9,741,509.38
School Lunch	27,811.01
Special Aid	193.30
Trust/Agency	135,943.77
Trust/Expand	<u>73,977.84</u>
Total	\$10,923,259.20

and the Treasurer's Report for the Extra-Curricular Fund  
for November 2020 showing a fund balance of \$10,737.10.

**ITEM VII. B. 2. MOTION TO ACCEPT THE 2020-2021 BUDGET ADJUSTMENT REPORT FOR NOVEMBER 2020**

**Budget Revisions—2020-21  
November 2020 Report**

2020-21 Adopted Budget	\$72,199,518
Commitment Changes	2,410,461
Net Changes	6,972,893
Total	\$81,582,873

**ITEM VII. B. 3. APPROVAL OF AMMENDED CORRECTIVE ACTION PLAN FOR 2019-2020 AUDIT RECOMMENDATIONS**

BE IT RESOLVED that the Corrective Action Plan to the 2019-2020 external audit be approved for submission to the NYS Education Department Office of Audit Services.

**ITEM VII. B. 4. APPROVAL OF NEW YORK STATE AUDIT OF INFORMATION AND TECHNOLOGY DIVISION CORRECTIVE ACTION PLAN**

BE IT RESOLVED that the Corrective Action Plan to the 2019-2020 New York State Office of the State Comptroller IT audit be approved for submission to the Office of the State Comptroller and the New York State Education Department.

**ITEM VII. C. PERSONNEL REPORT**

**MOTION TO APPROVE CHANGES ON THE TEACHING/CERTIFIED STAFF AND NON-INSTRUCTIONAL/CLASSIFIED STAFF**

Moved, that pursuant to the recommendations of the District Superintendent, the Board approves the following changes on the teaching/certified staff and non-instructional/classified staff. (with the following change to Item VII C.d.2.c.3. – withdrawal from the position)

**C. PERSONNEL REPORT**

**a. RETIREMENTS**

**1. Teaching/Certified Staff**

			Hire Date	Retire Date
1.	DEBORAH MURRAY-QUINN	TEACHER ASSISTANT	03/06/2001	06/30/2021

**b. RESIGNATIONS**

**1. Teaching/Certified Staff**

			Hire Date	Resign Date
1.	MARISSA E. FENNER	TEACHER ASSISTANT	11/12/2019	01/05/2021

**2. Non-Instructional / Classified Staff**

			Hire Date	Resign Date
1.	MICHAEL J. ARMITAGE	STOREKEEPER	10/15/2018	01/17/2021
2.	PRISCILLA R. CRABBE	FOOD SERVICE HELPER	11/13/2018	12/14/2020

**c. UNPAID LEAVE(S) OF ABSENCE**

**1. Teaching/Certified Staff**

			Start Date	End Date	Reason
1.	DAVID A. ALONGI	SCHOOL PSYCHOLOGIST	09/01/2020	06/30/2021 (extended)	Personal Reasons

**2. Non-Instructional/Classified Staff**

			Start Date	End Date	Reason
1.	JORDAN S. EZMAN	NETWORK ADMINISTRATOR II	01/17/2021	TBD	work provisionally in different title
2.	GREGORY M. WICKMAN	STOREKEEPER	01/17/2021	TBD	work provisionally in different title
3.	ANDREW D. ZOGBY	STOREKEEPER	01/17/2021	TBD	work provisionally in different title

**d. APPOINTMENTS**

**1. Teaching/Certified Staff**

**a. RECOMMENDATION FOR A LONG-TERM SUBSTITUTE APPOINTMENT**

1. Recommend that **JENNIFER M. SMITH** be appointed as a **TEACHER OF SPECIAL EDUCATION** in the Bridges Program, at the Center, for a long-term substitute appointment commencing December 01, 2020 and ending March 26, 2021 at an annual salary rate of \$44,167.00, prorated.

**Certification:**

- \* Currently working toward certification

**Education:**

- \* Associate of Science in Liberal Arts and General Studies from Mohawk Valley Community College
- \* Associate of Science in Liberal Arts and Physical Education from Herkimer County Community College
- \* Bachelor of Science in Physical Education Teacher Certification from Brockport

**Work Experience:**

- \* From February, 2020 through the present as a short-term substitute teacher of special education at Oneida-Herkimer-Madison BOCES
- \* From November, 2017 through February, 2020 as a teacher assistant at Oneida-Herkimer-Madison BOCES
- \* From March, 2018 through April, 2018 as a short-term substitute teacher of special education at Oneida-Herkimer-Madison BOCES
- \* From October 10, 2017 through November, 2017 as a short-term substitute teacher of physical education at Oneida-Herkimer-Madison BOCES
- \* From September, 2016 through June, 2017 as a physical education/health instructor at Mount Markham Central School District
- \* From November through February, 2013 - 2017 as a volleyball coach at Central Valley Central School District
- \* From February, 2016 through May, 2016 as a physical education instructor at Sauquoit Valley School District
- \* August 2015 as a varsity girls tennis coach at Central Valley School District

**b. RECOMMENDATION FOR TENURE APPOINTMENT(S)**

The Human Resources Office and the District Superintendent have reviewed the performance evaluations and record of absences for the below named individual(s), who have satisfactorily completed their individual probationary periods and are being recommended for tenure by their immediate supervisors.

1.	ALLISON M. KOVACS	Science	Tenure Date 04/19/2021
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**2. Non-Instructional/Classified Staff**

**a. RECOMMENDATION FOR PROVISIONAL APPOINTMENT - CIVIL SERVICE COMPETITIVE TITLE**

1. Recommend that **MICHAEL J. ARMITAGE** be appointed to a provisional appointment as a **CENTRAL STORES CLERK** in the Information and Technology Division, commencing January 18, 2021 at an annual salary rate of \$29,202.00, prorated.

**MICHAEL J. ARMITAGE** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **CENTRAL STORES CLERK**, until the results of the next civil service exam are known.

**Education:**

- \* Graduate of Oriskany Central School District

**Work Experience:**

- \* From October, 2018 through the present as a storekeeper at Oneida-Herkimer-Madison BOCES
- \* From March, 2018 through October 2018 as a runner at United Auto Sales
- \* From January, 2018 through October, 2018 as a security guard at Allied Universal Security Services
- \* From November, 2015 through January, 2018 as a security guard at Securitas Security
- \* From March, 2015 through July, 2015 as a maintenance assistant at Nexstar Broadcasting
- \* From February, 1989 through September, 2014 as a master control operator at Nexstar Broadcasting

2. Recommend that **JORDAN S. EZMAN** be appointed to a provisional appointment as a **TELECOMMUNICATIONS SPECIALIST I** in the Information and Technology Division, commencing January 18, 2021 at an annual salary rate of \$62,000.00, prorated.

**JORDAN S. EZMAN** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **TELECOMMUNICATIONS SPECIALIST I**, until the results of the next civil service exam are known.

**Education:**

- \* Bachelor's Degree in Information Studies and Technology from Syracuse University

**Work Experience:**

- \* From August, 2018 through the present as a network administrator II at Oneida-Herkimer-Madison BOCES
- \* From May, 2016 through August, 2018 as a computer technical assistant at Oneida-Herkimer-Madison BOCES
- \* From March, 2015 through May, 2016 as a help desk analyst at Dumac Business Systems
- \* From November, 2012 through June, 2014 as a computer specialist at Madison Oneida BOCES
- \* From August, 2007 through May, 2012 as an usher/production operations at Syracuse University Carrier Dome



3. Recommend that **MALLORY A. TINE** be appointed to a provisional appointment as a **OFFICE SPECIALIST I** in the Information and Technology Division, commencing January 19, 2021 at an annual salary rate of \$30,850.00, prorated.

**MALLORY A. TINE** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **OFFICE SPECIALIST I**, until the results of the next civil service exam are known.

**Education:**

- \* Graduate of Pentucket Regional High School, West Newbury, MA
- \* Dental Assisting Degree from Northern Essex Community College, MA

**Work Experience:**

- \* From December, 2014 through November, 2020 as a Property Manager at Corcoran Management Company, Braintree, MA

4. Recommend that **GREGORY M. WICKMAN** be appointed to a provisional appointment as a **CENTRAL STORES CLERK** in the Information and Technology Division, commencing January 18, 2021 at an annual salary rate of \$29,202.00, prorated.

**GREGORY M. WICKMAN** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **CENTRAL STORES CLERK**, until the results of the next civil service exam are known.

**Education:**

- \* Graduate of Whitesboro Central School District
- \* Attended Mohawk Valley Community College

**Work Experience:**

- \* From August, 2018 through the present as a storekeeper at Oneida-Herkimer-Madison BOCES
- \* From August, 2013 through the present as a stage hand at Maslow Media Group (Broadway Theater League)
- \* 2013 as a store manager at Subway
- \* From 2009 through 2010 as a shift supervisor at Subway
- \* From 2006 through 2007 as a stock clerk at Harbor Freight Tools
- \* From 2005 through 2006 as a clerk at Subway

5. Recommend that **ANDREW D. ZOGBY** be appointed to a provisional appointment as a **CENTRAL STORES CLERK** in the Information and Technology Division, commencing January 18, 2021 at an annual salary rate of \$29,202.00, prorated.

**ANDREW D. ZOGBY** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **CENTRAL STORES CLERK**, until the results of the next civil service exam are known.

**Education:**

- \* Graduate of Frankfort-Schuyler Central School District
- \* Associates Degree in Liberal Arts from Herkimer County Community College

**Work Experience:**

- \* From November, 2018 through the present as a storekeeper at Oneida-Herkimer-Madison BOCES
- \* From June, 2017 through August, 2017 as outside sales representative at McGee Elevator
- \* From March, 2017 through June, 2017 as a front desk clerk at Homewood Suites
- \* From March, 2013 through June, 2016 as an outside sales representative at Utica Dental Lab
- \* From July, 2007 through August, 2011 as a retail technician at Flextronics USA

**b. RECOMMENDATION FOR PART-TIME APPOINTMENT**

1. Recommend that **JEREMY C. ROBERTS** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing December 07, 2020 at an hourly salary rate of \$12.00.

**JEREMY C. ROBERTS** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

**Education:**

- \* Graduate of Sauquoit Valley Central School

**Work Experience:**

- \* From January, 2020 through April, 2020 in production at Indium Corporation
- \* From October, 2012 through August, 2019 as a corrections officer at Oneida County Sheriff's Department
- \* From April, 2012 through September, 2012 as a security guard at the Turning Stone Resort Casino

2. Recommend that **FREDERICK G. WAMPFLER** be appointed to a part-time appointment as a **CLEANER** in the Operations and Maintenance Department, commencing December 21, 2020 at an hourly salary rate of \$15.01.

**FREDERICK G. WAMPFLER** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **CLEANER**.

**Education:**

\* Graduate of Clinton Central School District

**Work Experience:**

\* From May, 1982 through July, 2013 as a foreman at Hamilton College

**c. RECOMMENDATION FOR TEMPORARY APPOINTMENT(S)**

1. Recommend that **BRANDON T. BURG** be appointed to a temporary appointment as a **COMPUTER OPERATOR** in the Information and Technology Division, commencing December 07, 2020 and ending March 06, 2021 at a salary rate of \$34,000.00, prorated.

**BRANDON T. BURG** meets the civil service requirements for the title and has been pre-approved by civil service.

**Education:**

\* Graduate of South Lewis Central School District

\* Associates Degree in Liberal Arts from Mohawk Valley Community College

\* Bachelor's Degree in Network Operations and Security from Western Governors University, Utah

**Work Experience:**

\* From January, 2013 through the present as a self employed computer repair contractor

\* From August, 2017 through April, 2019 as a production group leader at Indium Corporation

\* From November, 2008 through December, 2012 as a store manager at Gamestop, Sangertown Mall

\* From August, 2007 through February, 2013 as a FMLA coordinator at MetLife

2. Recommend that **TYLER J. SLOAN** be appointed to a temporary appointment as a **COMPUTER OPERATOR** in the Information and Technology Division, commencing January 04, 2021 and ending April 04, 2021 at a salary rate of \$35,500.00, prorated.

**TYLER J. SLOAN** meets the civil service requirements for the title and has been pre-approved by civil service.

**Education:**

- \* Graduate of Whitesboro Central School District
- \* Associates Degree in Electrical Engineering from Mohawk Valley Community College
- \* Bachelors Degree in Computer Science from Utica College

**Work Experience:**

- \* From January 2019 through the present as a IT Support Tech at US Materials Handling
- \* From October, 2010 through March, 2019 as a cook/busser at Symeon's Greek Restaurant

3. Recommend that **JAMES J. TUCCIARONE** be appointed to a temporary appointment as a **COMPUTER OPERATOR** in the Information and Technology Division, commencing January 18, 2021 and ending April 18, 2021 at a salary rate of \$29,000.00, prorated.

**JAMES J. TUCCIARONE** meets the civil service requirements for the title and has been pre-approved by civil service.

**Education:**

- \* Graduate of Proctor High School
- \* Attended Mohawk Valley Community College for Business Management

**Work Experience:**

- \* From June, 2008 through the present as a self-employed IT specialist - build, repair and diagnose laptops and desktops
- \* From 2007 through 2013 as a musical soundboard operator at the Resurrection of Assembly of God

**(NOTE: APPLICANT WITHDREW APPOINTMENT)**

**d. RECOMMENDATION FOR PERMANENT APPOINTMENTS FROM CIVIL SERVICE LISTING**

The Human Resources Office, and the District Superintendent have reviewed the performance evaluations and record of absences for the below named individual(s). The below named individual(s) have successfully completed their individual twelve week or twenty-six week probationary period(s) and are being recommended to permanent appointment(s).

			Perm. Date
1.	MARY C. PARKER	OFFICE SPECIALIST I	07/06/2020

**ITEM VII. D. ACTION ITEMS**

**ITEM VII. D. 1. APPROVAL OF DONATION**

Moved, that the Cooperative Board acknowledges the donation from The James H. Wurz Jr. and Edward T. Wurz Sr. Foundation for the donation of \$5,000 General and unrestricted grant. Acceptance of this donation will be acknowledged by a letter from the Board President.

**ITEM VII. D. 2. APPROVAL OF DONATION**

Moved, that the Cooperative Board acknowledges the donation from Mr. & Mrs. Agata for the donation of a Tobi Dynavox. Acceptance of this donation will be acknowledged by a letter from the Board President.

**ITEM VII. D. 3. APPROVAL OF CREATION OF LIBRARIAN I POSITION**

Moved, that the Cooperative Board approves the creation of a Librarian I position for the Oneida-Herkimer-Madison BOCES

**ITEM VII. D. 4. APPROVAL OF AUTHORIZATION FOR PARTICIPATION IN NEW YORK SCHOOL AND MUNICIPAL ENERGY CONSORTIUM (NYSMEC) AND RESOLUTION AUTHORIZING COOPERATIVE ENERGY BID**

**RESOLUTION AUTHORIZING PARTICIPATION IN COOPERATIVE ENERGY PURCHASING SERVICE (NYSMEC) FOR ELECTRICITY**

**WHEREAS**, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

**WHEREAS**, Section 119-n of the General Municipal Law defines the term “municipal corporation” for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

**WHEREAS**, *Oneida-Herkimer-Madison BOCES* (hereinafter sometimes referred to as “Participant”) is a “municipal corporation” as defined above; and

**WHEREAS**, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1<sup>st</sup> day of May 2005 (the “Agreement”) among municipal corporations collectively identified as the New York School and Municipal Energy Consortium (“NYSMEC”) upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

**NOW THEREFORE, BE IT RESOLVED**, that this Board hereby determines that it is in the interests of the **Oneida-Herkimer-Madison BOCES** to participate in the NYSMEC, and authorizes and directs **Patricia N. Kilburn, Ed. D.** to sign the agreement/and or the Billing Schedule and Agreement for electricity on its behalf; and

**BE IT FURTHER RESOLVED**, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of electricity delivered to the delivery point of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity electricity not to exceed \$0.0736 cents per kWh for a term of at least one year and no more than three years commencing May 1, 2021, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

**BE IT FURTHER RESOLVED**, that this participant agrees to advertise said bid as may be directed by the Administrative Participant; and

**BE IT FURTHER RESOLVED**, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

**RESOLUTION AUTHORIZING PARTICIPATION IN COOPERATIVE ENERGY PURCHASING SERVICE (NYSMEC) FOR NATURAL GAS**

**WHEREAS**, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

**WHEREAS**, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

**WHEREAS**, **Oneida-Herkimer-Madison BOCES** (hereinafter sometimes referred to as "Participant") is a municipal corporation" as defined above; and

**WHEREAS**, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1<sup>st</sup> day of May, 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

**NOW THEREFORE, BE IT RESOLVED**, that this Board hereby determines that it is in the interests of the **Oneida-Herkimer-Madison BOCES** to participate in the NYSMEC, and authorizes and directs **Patricia N. Kilburn, Ed.D.** to sign the Agreement/and or the Billing Schedule and Agreement for natural gas on its behalf; and

**BE IT FUTHER RESOLVED**, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of natural gas delivered to the city gate of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity natural gas not to exceed \$0.583 cents per therm for a term of at least one year and no more than three years commencing May 1, 2021, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

**BE IT FURTHER RESOLVED**, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

**BE IT FURTHER RESOLVED**, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

**ITEM VII. D. 5. APPROVAL OF CIVIL RIGHTS COMPLIANCE OFFICER, RECORDS MANAGEMENT/ACCESS OFFICER, AND MEDICAID COMPLIANCE OFFICER**

Moved, that Margherita Manoiere be and hereby is appointed the Civil Rights Compliance Officer whose responsibility is to ensure compliance with the various federal and state statutes and regulations prohibiting discrimination in educational programs effective immediately.

That Margherita Manoiere be and hereby is appointed the Records Management/Access Officer to coordinate requests for access to the records consistent with law and regulation and for ensuring compliance with the Freedom of Information Laws, the Personal Privacy Protection Law, the Commissioner's Regulations and Education Law effective immediately.

That Margherita Manoiere be and hereby is appointed as Medicaid Compliance Officer effective immediately.

**ITEM VII. D. 6. APPROVAL OF PER DIEM SUBSTITUTE RATES FOR TEACHERS AND TEACHING ASSISTANTS**

Moved, that the Oneida-Herkimer-Madison BOCES adopts the following substitute rates effective December 31, 2020;

Certified Substitute Teacher	\$90 per day
Uncertified Substitute Teacher	\$80 per day
Substitute Teaching Assistant	\$80 per day

**ITEM VII. D. 7. ACCEPTANCE OF 2021-2022 SERVICE PLANS**

Moved, that the Cooperative Board accepts the Service Plans for the 2020-2021 school year.

**ITEM VII. D. 8 APPROVAL OF CONTRACT(S)**

None

Yes	No	Excused	Abstain
Steve Boucher Doreen Corbin Evon M. Ervin Elaine M. Falvo Charlene A. Hartman Michael J. Moore Gary P. Nelson Anthony J. Nicotera Dr. Gary W. Porcelli John J. Salerno Russell Stewart		Michelle Anderson	

**Motion carried, 11-0**

**ITEM VIII. BOARD TOPIC(S)/DISCUSSION ITEM(S)**

January 23, 2021 Board Retreat

Dr. Kilburn and the Board members discussed the Board Retreat and whether or not to have it in-person or virtually via zoom. Dr. Kilburn asked Deb to send an email to the Board asking who would like to attend in-person, virtual or who cannot attend at all.

The Board also discussed how to proceed with the Thought Exchange. If in-person can have dialogue and if virtual, would need to give those Board members their respectful time to share their thoughts and discuss.

**ITEM IX. OLD BUSINESS**

none

**ITEM X. EXECUTIVE SESSION**

Motion by: Mr. Moore  
Seconded by: Mrs. Corbin

Moved, that the Board enter Executive Session at 5:03 p.m.



Executive Session Items:

X	discussing the employment history of a particular person
	discussing matters that may lead to the appointment of a particular person (or alternatively, a particular corporation)
	discussing collective negotiations pertaining to the _____ Union, pursuant to Article 14 of the Civil Service Law
	discussing the (purchase) (sale) (lease) of a particular parcel of land, disclosure of which could affect the value of the property
	discussing the (administration) (preparation) (grading) of the _____ exam
	discussing proposed litigation
	discussing matters which could imperil public safety if disclosed

The Board returned to General Session at 6:19 p.m.

**ITEM XI. ACTION ITEM(S) FOR APPROVAL (CONTINUATION OF VII)**


Mr. Boucher along with Dr. Kilburn asked the Cooperative Board if they could set up a Special Board meeting virtually via Zoom. Dr. Kilburn suggested, Wednesday, January 20, 2021 at 4:30. The majority of the Board agreed.

Dr. Kilburn asked Deb to place the notice in the paper for the Special Meeting of the Cooperative Board for Wednesday, January 20, 2021 at 4:30 p.m. virtually via zoom.

**MOTION TO ADJOURN**

Motion by: Mrs. Corbin  
 Seconded by: Mr. Nicotera

Without further objection, there being no further business to come before the Cooperative Board, the meeting adjourned at 6:25 p.m.

  
 Deborah Kimball  
 Clerk of the Board  
 January 13, 2021