

**APPROVED**

Item VII. A. 2  
Motion by: Joseph H. Hobika, Jr.  
Seconded by: Michael H. Head  
Motion carried 8-0

Minutes of the Regular Meeting of the Cooperative Board  
Oneida-Herkimer-Madison BOCES  
April 9, 2025  
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**Oneida-Herkimer-Madison BOCES**

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

**VII A. 1.**  
**Approval of the Minutes of the**  
**Regular Meeting of April 9, 2025**  
**No Actions - No Quorum**  
**May 14, 2025**

Cooperative Board 2024-2025  
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**UNAPPROVED**  
**MINUTES OF THE REGULAR**  
**MEETING OF APRIL 9, 2025**

A Regular meeting of the Board of Cooperative Educational Services was scheduled for April 9, 2025 at 4:30 p.m. in the Howard D. Mettelman Learning Center, 4747 Middle Settlement Road, New Hartford, New York.

**MEMBERS PRESENT**

Michelle Anderson, President  
Gary P. Nelson, Vice President  
Steve Boucher  
Michael H. Head  
Joseph H. Hobika, Jr. (arrived at 5:01 p.m.)  
Ryan P. Rogers (arrived at 4:48 p.m.)

**MEMBERS EXCUSED**

Elaine M. Falvo  
Heather Johnson  
Anthony J. Nicotera  
Dr. Gary W. Porcelli  
Russell Stewart  
Timothy Thomas

**OTHERS PRESENT**

Patricia N. Kilburn, Ed.D.     District Superintendent  
Christopher Hill             Assistant Superintendent  
Scott Morris                    Assistant Superintendent  
Lori A. Wrobel                 Clerk of the Board

Date

Introduction

Members Present

Members Excused

Others Present

*Michelle Anderson, President, Gary P. Nelson, Vice President,  
Steve Boucher, Elaine M. Falvo, Michael H. Head, Joseph H. Hobika, Jr., Heather Johnson,  
Anthony J. Nicotera, Dr. Gary W. Porcelli, Ryan P. Rogers, Russell Stewart, Timothy Thomas*

*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.*

At 4:32 p.m. Michelle Anderson noted that there was **not a quorum** at this time and that the Meeting would be convened in order to proceed with any items that do not require Cooperative Board approval.

**ITEM II. PLEDGE OF ALLEGIANCE**

Michelle Anderson led the Board with the Pledge of Allegiance.

**ITEM III. RECOGNITION OF VISITORS**

Kristin Hubley, New York Mills Union Free School District Board President  
Lizza Rizzo, Coordinator of Special Education Programs  
Tim Rowland, Coordinator of Special Education Programs  
Jessica Tehan, Coordinator of Special Education Programs  
Ellen Mahanna, Principal, Bridges  
Heather Williams, Assistant Principal, Bridges  
David Stayton, Superintendent of Schools, Sauquoit Valley Central School District  
Michael Flagg, High School Principal, Sauquoit Valley Central School District  
Jill Circelli, Social Workers, Bridges  
Duffy Burdick, Special Education Teacher, Bridges  
Dominic DiMare and Family, Sauquoit Valley Central School District

**ITEM IV. RECOGNITION**

Dominic DiMare from Sauquoit Valley Central School District was introduced and recognized.

Dominic DiMare was presented with an Award for his positive accomplishments and outstanding achievements in the Bridges Program.

**ITEM V. A. FROM THE FLOOR**

None.

**ITEM V. B. CORRESPONDENCE**

None.

**ITEM VI. REPORTS**

District Superintendent Patricia N. Kilburn, Ed.D. updated the Board concerning the recent OHM BOCES Employee Experience survey. There was a total of 311 responses which represents a little less than half of the staff. A presentation of the survey responses was provided. Dr. Kilburn noted that she would like to continue with the surveys in the future. There was an opportunity for questions and answers following the presentation.

**ITEM V. COMMUNICATIONS**

None.

It was noted that since there was **not a quorum**, all Action Items would be placed on the May 14, 2025 Cooperative Board agenda.

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

Michelle Anderson led a discussion concerning Process 3 of the Board Officer's Handbook relating to the Election of Board Officers. It was agreed that #5 which involved the President appointing a Nominating Committee comprised of three members may be updated. This discussion will be re-visited when the entire Board is present.

Michelle Anderson asked if any Board Members would like to volunteer to be on the Nominating Committee. Steve Boucher volunteered to be on the Nominating Committee and noted that he will reach out to other members to see if they are also interested.

Michelle Anderson noted that she appoints Steve Boucher as a member of the Nominating Committee.

**ITEM XI. OLD BUSINESS**

None.

**MOTION TO ADJOURN**

**Without a quorum** there was no other business that could be addressed, therefore Michelle Anderson called for an adjournment at 5:47 p.m.

Respectfully submitted,



Lori A. Wrobel  
Clerk of the Board  
April 10, 2025