

Minutes of the Bi-Monthly Business Meeting of the  
Board of Cooperative Educational Services, Southern Westchester  
Held at  
Administrative Offices  
17 Berkley Drive  
November 14, 2018

Present

Board Members

Catherine Draper, President  
John V. Filiberti, Vice President  
John DeSantis  
Lynn Frazer McBride - Absent  
Georgia Riedel

Others Present

Harold A. Coles, District Superintendent  
Jacqueline O'Donnell, COO/Deputy Dist. Supt.  
Steve Tibbetts, Assistant Supt. for Business  
James Gratto, Assistant Supt. for Ed. Services  
John Miller, Director of Business  
Suzanne Doherty, Director of Human Resources

Valerie A. Cermele  
Clerk of the Board

Call to Order: Mrs. Draper called the Bi-Monthly Business Meeting to order at 7:38 p.m.

Pledge of Allegiance

Review Minutes of the Bi-Monthly Business Meeting held on October 24, 2018: Mrs. Riedel moved, seconded by Mr. DeSantis that the minutes as listed on Attachment I be approved.

The vote on this resolution was as follows:           Aye – 4           Nay – 0

OTHER ITEMS FOR BOARD DISCUSSION AND/OR APPROVAL (enclosure)

2<sup>nd</sup> Reading of District Wellness Policy: Mrs. Riedel moved, seconded by Mr. DeSantis that the 2<sup>nd</sup> Reading District Wellness Policy as listed on Attachment II be approved.

The vote on this resolution was as follows:           Aye – 4           Nay - 0

Nomination of Board Member: Mr. DeSantis moved, seconded by Mrs. Riedel that Mr. Robert Johnson be nominated to the SWBOCES Board of Education.

The vote on this resolution was as follows:           Aye - 4           Nay – 0

Appointment of Board Member: Mrs. Riedel moved, seconded by Mr. DeSantis that Mr. Robert Johnson be appointed to the SWBOCES Board of Education beginning November 14, 2018 and expiring June 30, 2018.

The vote on this resolution was as follows:           Aye – 4           Nay – 0

Oath of Office: Mr. Johnson will be given the Oath of Office at the December 11, 2018 board of education meeting.

PERSONNEL MATTERS FOR BOARD APPROVAL

Upon the recommendation of the District Superintendent, Mr. DeSantis moved, seconded by Mr. Filiberti that the following personnel appointments listed on Attachment III be approved.

- Tenure/Permanent Appointments
- Resignations
- Terminations
- Leave of Absence
- Civil Service Appointments
- Hourly Rate Assignments
- Additional Assignments
- Substitutes
- Rate Adjustments
- Other Adjustments
- Elimination of Positions
- Reductions-in-Force (RIF)
- Terminations (Reduction-in-Force)
- Recall Appointments
- Casual (Temporary) Appointments

The vote on this resolution was as follows:                   Aye – 4           Nay – 0

Mrs. Draper, on behalf of the board of education, congratulated Kathy Conley on her appointment as Executive Director of the RIC. We wish you much luck in your new position.

Mrs. Conley thanked the Board for their continued support and their confidence in her and that she looked forward to this new and exciting challenge.

Mrs. Draper also, on behalf of the board of education, wished much luck and congratulations on their retirement to:

Tana Gorglione, 10 years  
Customer Service Coordinator, Student Services

BUSINESS MATTERS FOR BOARD APPROVAL

Mr. John Miller, Director of Business, informed the Board that since they received their packets, an additional \$4.6 million has been received.

Treasurer’s Report: Mrs. Riedel moved, seconded by Mr. DeSantis that the treasurer’s report for the period September 1, 2018 through September 30, 2018 indicating a balance on hand in the Checking Account of \$6,132,429.77; a balance on hand in the CLASS/Signature Investment Account of \$119,349.59; a balance on hand in the School Lunch Fund Checking of \$7,125.13; a balance on hand in the Trust and Agency CLASS-Bob Newman Fund of \$76,856.70; a balance on hand in the Trust and Agency CLASS Dreyfus Fund of \$10,490.97; a balance on hand in the Trust and Agency CLASS Evelyn Stock Fund of \$2,041.88; a balance on hand in the Trust and

Agency CLASS Regular Fund of \$644.88; a balance on hand in the Trust and Agency Payroll Checking Fund of \$7,663.68; a balance on hand in the Internal Service Funds Unemployment Fund CLASS \$148,972.68; a balance on hand in the Internal Service Post Employment Accrual Fund CLASS of \$2,406.86 to be filed with these minutes as Attachment IV.

The vote on this resolution was as follows:                   Aye – 4                   Nay – 0

Accounts Receivable: Mrs. Riedel moved, seconded by Mr. DeSantis that the accounts receivable as listed on Attachment V be approved.

The vote on this resolution was as follows:                   Aye – 4                   Nay – 0

Claims Audit Report: Mrs. Riedel moved, seconded by Mr. DeSantis that the claims audit report as listed on Attachment VI be approved.

The vote on this resolution was as follows:                   Aye – 4                   Nay - 0

Bids: Mrs. Riedel moved, seconded by Mr. DeSantis that the bids listed on Attachment VII be approved.

The vote on this resolution was as follows:                   Aye – 4                   Nay – 0

Special Aid Projects: Mrs. Riedel moved, seconded by Mr. DeSantis that the special aid projects as listed on Attachment VIII be approved.

The vote on this resolution was as follows:                   Aye – 4                   Nay – 0

Lease Agreement: Mrs. Riedel moved, seconded by Mr. DeSantis that the lease agreement(s) as listed on Attachment IX be approved.

The vote on this resolution was as follows:                   Aye – 4                   Nay - 0

Contracts: Mrs. Riedel moved, seconded by Mr. DeSantis that the contracts as listed on Attachment X be approved.

The vote on this resolution was as follows:                   Aye – 4                   Nay – 0

Contracts – Individual: Mrs. Riedel moved, seconded by Mr. DeSantis that the contracts – individual as listed on Attachment XI be approved.

The vote on this resolution was as follows:                   Aye – 4                   Nay – 0

Year End Program Analysis: Mrs. Riedel moved, seconded by Mr. DeSantis that the year-end program analysis as listed on Attachment XII be approved.

The vote on this resolution was as follows:                   Aye – 4                   Nay - 0

## REPORT OF THE DISTRICT SUPERINTENDENT

Dr. Coles advised/informed the Board of the following:

- I met with Jeffrey Hastie, New Rochelle City School District Board of Education President, to discuss doing their superintendent search. I am happy to inform the Board that they have chosen us to do their search.

- There have been ongoing discussions on the promotion of positive school climate and bullying prevention in all schools. We feel that we need to expand the Supportive Schools Grant Program and Technical Assistance Center to provide resources for schools to achieve this.

REPORT OF THE CHIEF OPERATING OFFICER/DEPUTY DISTRICT SUPERINTENDENT

Mrs. O'Donnell advised/informed the Board of the following:

- Brian Howard along with input for Dr. Coles has made a very nice superintendent search brochure to give to districts interested in our search services.
- Thank you to Victor Piniero and Brian Howard for coming to the board meeting this evening to support our board and staff.
- Congratulation to Kathy Conley. It was a very rigorous process. We had many teams for this interview process and we vetted every candidate.

COMMENTS FROM MEMBERS OF THE BOARD AND STAFF

Mrs. Riedel informed the Board that she attended the LHCOSS Regional Dinner. John Morrow was the guest speaker and she was very impressed with his thoughts on education and how teachers can use a different approach when speaking to students, such as "How are you smart"? Instead of "Are you smart"?

Mr. Tibbetts informed the Board that the 2% cap will remain in place this year.

Mrs. Draper informed the Board that the Audit Committee met earlier in the evening and that everything went smoothly and that there will be some work to do and thanked Mr. Tibbetts and his staff for their hard work and commitment to SWBOCES.

ADJOURNMENT

Mrs. Riedel moved, seconded by Mr. DeSantis that the Board adjourn from public session at 8:09 p.m. and enter executive session to discuss the history of particular employees. The vote on this resolution was as follows:

Aye – 4            Nay – 0

Mrs. Riedel moved, seconded by Mr. DeSantis that the Board re-enter into public session at 8:21 pm and adjourn the public session.

The vote on this resolution was as follows:

Aye – 4            Nay - 0

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Valerie A. Cermele  
Clerk of the Board