

Minutes of the Monthly Business Meeting of the
Board of Cooperative Educational Services, Southern Westchester
Held at the Administrative Offices
17 Berkley Drive
Rye Brook, New York
March 15, 2017
(Snow date – March 22, 2017)

Present

Board Members

Joseph Wooley, President
Catherine Draper – **Absent**
John DeSantis
John Filiberti
Lynn Frazer McBride – **Absent**
Georgia Riedel

Others Present

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

Valerie A. Cermele
Clerk of the Board

Call to Order: Mr. Wooley called the business meeting to order at 7:30 p.m.

Pledge of Allegiance

Adjournment: Mr. Filiberti moved, seconded by Mr. DeSantis that the board enter into Executive Session at 7:31 p.m. to discuss personnel issues of a particular employee and contract negotiations. The vote on this resolution was as follows: Aye – 4 Nay – 0

Mr. Filiberti moved, seconded by Mr. DeSantis that the board re-enters into Public Session at 8:14 p.m. The vote in this resolution was as follows: Aye – 4 Nay – 0

Review of Minutes: Mr. Filiberti moved, seconded by Mr. DeSantis that the minutes of the business meeting held on February 15, 2017 and the minutes of the special meeting held on February 24, 2017 as listed on Attachment I be approved: The vote on this resolution was as follows: Aye – 4 Nay – 0

PERSONNEL MATTERS FOR BOARD APPROVAL

Upon the recommendation of the District Superintendent, Mr. Filiberti, moved seconded by Mr. DeSantis that the following personnel appointments listed on Attachment II 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 (Reductions-in-Force)
Recall Appointments
Casual (Temporary) Appointments

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

Mr. Wooley, on behalf of the Board of Education, congratulated Phinneton Registe on receiving tenure.

Mr. Wooley, also on behalf of the Board of Education, congratulated Rosemarie Mostacciolo on her retirement as a Teaching Assistant for 18 years from BOCES.

BUSINESS MATERS FOR BOARD APPROVAL

Mr. John Miller informed the Board that since they received their packets, an additional \$7.2 million has been received.

Treasurer’s Report: Mr. Filiberti moved, seconded by Mr. DeSantis that the treasurer’s report for the period January 1, 2017 through January 31, 2017 indicating a balance on hand in the Checking Account of \$6,095,183.14; a balance on hand in the CLASS/Signature Investment Account of \$117,099.35; a balance on hand in the School Lunch Fund Checking of \$5,275.01; a balance on hand in the Trust and Agency CLASS-Bob Newman Fund of \$75,987.69; a balance on hand in the Trust and Agency CLASS Dreyfus Fund of \$10,305.49; a balance on hand in the Trust and Agency CLASS Evelyn Stock Fund of \$2,342.35; a balance on hand in the Trust and Agency CLASS Regular Fund of \$729.35; a balance on hand in the Trust and Agency Payroll Checking Fund of \$142.90; a balance on hand in the Internal Service Funds Unemployment Fund CLASS of \$146,753.57; a balance on hand in the Internal Service Post Employment Accrual Fund CLASS of \$2,360.99 to be filed with these minutes as Attachment III.

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

Accounts Receivable: Mr. Filiberti moved, seconded by Mr. DeSantis that the accounts receivables as listed on Attachment VI be approved.

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

Bids: Mr. Filiberti moved, seconded by Mr. DeSantis that the bids as listed on Attachment V and on the Addenda to the Agenda be approved.

The vote on this resolution was as follows:

Aye – 4

Nay – 0

Installment Purchase Agreements (IPA's): Mr. Filiberti moved, seconded by Mr. DeSantis that the installment purchase agreements (IPA's) as listed below and on Attachment VI be approved:

Resolution authorizing and approving the execution and delivery of an Equipment Lease Purchase Agreement for the Briarcliff Manor Union Free School District, Bronxville Union Free School District, Byram Hills Central School District, Eastchester Union Free School District, Hastings-on-Hudson Union Free School District, Mount Pleasant Central School District, Nanuet Union Free School District, Ossining Union Free School District, Pearl River School District, Pelham Public Schools, Pleasantville Union Free School District, Pocantico Central School District, Port Chester Public Schools, Putnam Valley Central School District, and the South Orangetown Central School District.

The Board of Cooperative Educational Services Sole Supervisory District (BOCES) of Westchester County, desires to undertake equipment lease purchase agreement with Key Government Finance, Inc., to provide multi-year financing for the acquisition of computer hardware and software pending final approval from the Commissioner of Education.

The cost of the Briarcliff Manor Union Free School District project is \$950,000 to be financed over a 60-month term at an interest rate of approximately 3.5% for an additional cost of \$86,929 for an estimated grand total of \$1,036,929. The cost of the Bronxville Union Free School District project is \$160,000 to be financed over a 48-month term at an interest rate of approximately 3.5% for an additional cost of \$11,694, for an estimated grand total of \$171,694. The cost of the Byram Hills Central School District project is \$600,000 to be financed over a 48-month term at an interest rate of approximately 3.5% for an additional cost of \$43,853, for an estimated grand total of \$643,853. The cost of one Eastchester Union Free School District project is \$250,000 to be financed over a 60-month term at an interest rate of approximately 3.5% for an additional cost of \$22,876, for an estimated grand total of \$272,876. The cost of the second Eastchester Union Free School District project is \$250,000 to be financed over a 60-month term at an interest rate of approximately 3.5% for an additional cost of \$22,876, for an estimated grand total of \$272,876. The cost of the Hastings-on-Hudson Union Free School District project is \$150,000 to be financed over a 48-month term at an interest rate of approximately 3.5% for an additional cost of \$10,963, for an estimated grand total of \$160,960. The cost of the Mount Pleasant Central School District project is \$300,000 to be financed over a 60-month term at an interest rate of approximately 3.5% for an additional cost of \$27,451, for an estimated grand total of \$327,451. The cost of the Nanuet Union Free School District project is \$750,000 to be financed over a 36-month term at an interest rate of approximately 3.5% for an additional cost of \$41,156, for an estimated grand total of \$791,156. The cost of the Ossining Union Free School District project is \$600,000 to be financed over a 48-month term at an interest rate of approximately 3.5% for an additional cost of \$43,853, for an estimated grand total of \$643,853. The cost of the Pearl River School District project is \$300,000 to be financed over a 60-month term at an interest rate of approximately 3.5%

for an additional cost of \$27,451, for an estimated grand total of \$327,451. The cost of the Pelham Public Schools project is \$458,000 to be financed over a 60-month term at an interest rate of approximately 3.5% for an additional cost of \$41,909, for an estimated grand total of \$499,909. The cost of the Pleasantville Union Free School District project is \$175,000 to be financed over a 60-month term at an interest rate of approximately 3.5% for an additional cost of \$16,013, for an estimated grand total of \$191,013. The cost of the Pocantico School District project is \$100,000 to be financed over a 36-month term at an interest rate of approximately 3.5% for an additional cost of \$5,488, for an estimated grand total of \$105,488. The cost of the Port Chester Public Schools project is \$230,000 to be financed over a 60-month term at an interest rate of approximately 3.5% for an additional cost of \$21,046, for an estimated grand total of \$251,046. The cost of the Putnam Valley School District project is \$450,000 to be financed over a 60-month term at an interest rate of approximately 3.5% for an additional cost of \$41,177, for an estimated grand total of \$491,177. The cost of the South Orangetown Central School District project is \$500,000 to be financed over a 48-month term at an interest rate of approximately 3.5% for an additional cost of \$36,544, for an estimated grand total of \$536,544.

The BOCES has evaluated the financing alternatives available to it and hereby determines that it is in the best interest of the BOCES to finance the projects pursuant to the equipment lease purchase.

The Assistant Superintendent for Business and Administrative Services or the Chief Operating Officer is hereby authorized, on behalf of the BOCES, to execute and deliver the Equipment Lease Purchase Agreements and related documents, and, where appropriate, the District Clerk or Treasurer is hereby authorized to affix the seal of the BOCES thereto and to attest the same, with such changes, variations, omissions and insertions as the Assistant Superintendent for Business and Administrative Services or the Chief Operating Officer shall approve, the execution thereof by the Assistant Superintendent for Business and Administrative Services or the Chief Operating Officer to constitute conclusive evidence of such approval.

The officers, employees and agents of the BOCES are hereby authorized and directed for and in the name and on behalf of the BOCES to do all acts and things required or provided for by the provisions of the Equipment Lease Purchase Agreements, including all acts and things necessary to ensure the interest component of the rental payments due under the Equipment Lease Purchase Agreements are excludable from gross income tax pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code"), and to designate the Equipment Lease Purchase Agreements as "qualified tax-exempt obligations" under Section 265 of the Code, and to execute and deliver all such additional certificates, instruments and documents, to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purposes of the foregoing resolution and to cause compliance by the BOCES with all of the terms, covenants and provisions of the Equipment Lease Purchase Agreements, binding upon the BOCES.

This equipment and software is being secured for the Lower Hudson Regional Information Center in order to provide services to the Briarcliff Manor Union Free School District, Bronxville Union Free School District, Byram Hills Central School District, Eastchester Union Free School District, Hastings-on-Hudson Union Free School District, Mount Pleasant Central School District, Nanuet Union Free School District, Ossining Union Free School District, Pearl River School District, Pelham Public Schools, Pleasantville Union Free School District, Pocantico Central School District, Port Chester Public Schools, Putnam Valley Central School District, and the South Orangetown Central School District. The Board authorization for this resolution will expire on June 30, 2018.

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

Contracts: Mr. Filiberti moved, seconded by Mr. DeSantis that the contracts as listed on the Attachment VII and on the Addenda to the Agenda be approved.

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

Contracts – Individual: Mr. Filiberti moved, seconded by Mr. DeSantis that the contracts – individual as listed on Attachment VIII and on the Addenda to the Agenda be approved.

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

OTHER ITEMS FOR BOARD ACTION

Resolution to Approve Memorandum of Agreement with BOCES Teachers: Mr. Filiberti moved, seconded by Mr. DeSantis that the resolution as listed on Attachment IX be **TABLED**.

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

Resolution to Approve Memorandum of Agreement with BOCES Teachers Association (BTA) for Upgrades: Mr. Filiberti moved, seconded by Mr. DeSantis that the resolution as listed on Attachment X be **TABLED**.

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

2nd Reading – Policy No. 4470 – District Billing and Collection Procedures: Mr. Filiberti moved, seconded by Mr. DeSantis that Policy No. 4470 – District Billing and Collection Procedures as listed on Attachment XI be approved.

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

2nd Reading – Policy No. 5301 – Payroll Procedures: Mr. Filiberti moved, seconded by Mr. DeSantis that Policy No. 5301 – Payroll Procedures 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:

- Our first ESSA meeting was held on March 13, 2017 and was very informative and very well attended. Jackie O'Donnell and Kathy Conley are to be commended for the

presentation they gave the audience. We had a mix of parents, administrators, civic leaders, government leaders and students.

- I have met with the superintendents in regards to My Brother's Keeper. This program helps support our children and is funded by grant money. We have several districts that are adopting My Brother's Keeper. On May 25, 2017 will be holding a support forum through staff development.
- The District Superintendents continue to discuss budgets, and BOCES related issues, CTE programs and the upgrade of the DS cap.
- I am still working with NYSED in regards to the Abbott closedown and the W2 forms for the 2010 school year. They have 6 other Special Act districts working with them to put in place a procedure for special acts district that close.

REPORT OF THE CHIEF OPERATING OFFICER/DEPUTY DISTRICT SUPERINTENDENT

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

- Kathy Conley and I held our seconded ESSA meeting and we are proud to say that Regent Johnson and Regent Mead attended.
- BOCES is becoming a leader in our region. All of our programs are growing and each and every one of them are in the black. We should all be very proud.
- Steve Tibbetts continues, year after year, to present the BOCES budget in a very friendly, clear communication manner that is easy to understand.
- Steve Tibbetts and I will be holding meetings with every employee that is covered by Terms and Conditions in the near future. Right now, they are only for one year, but we would like the board to approve them for a three year period. We will have the drafts available at the BOE meeting of April 26th and hope to have your approval of the TACOES at the meeting of May 17, 2017.

COMMENTS FROM MEMBERS OF THE BOARD AND STAFF

Mr. Gratto informed the BOE that they are having regular leadership meetings for Special Services and that we are receiving more and more compliments and we are showing more pride in our work. Mr. Gratto also reminded the Board of the Open House at CTE on March 23rd from 6:30 – 8:30 P.M.

Mrs. Riedel informed the Board that Lobby Day in Albany this year was once again very successful. We had two BOCES students that attended with us and the Legislators were very interested in what these students had to say. The female student was in our IYP program and asked to extend her stay for up to 7 months so that she would be successful. Our male student that also attended has Asperger's Syndrome. These two students were so impressive and praised our programs. Teachers and Administrators also attended. We mostly met with Legislators rather than in the past when we met with their staff.

Mr. Wooley thanked everyone who attended Lobby Day in support of BOCES.

Mr. Wooley informed the Board that there is still a vacancy on the BOE and that we need to gather names to begin interviews.

ADJOURNMENT

Mr. Filiberti moved, seconded by Mr. DeSantis that the board adjourn public session at 8:54 p.m.
The vote on this resolution was as follows: Aye – 4 Nay – 0

Valerie A. Cermele
Clerk of the Board