

Minutes of the Monthly Business Meeting of the
Board of Cooperative Educational Services, Southern Westchester
Administrative Offices
17 Berkley Drive, Rye Brook, New York
Wednesday, August 29, 2018

In Attendance:

Catherine Draper, Board of Education President
John Filiberti, Vice President
Lynn Frazer-McBride
Georgia Riedel
John DeSantis

Also in Attendance:

Harold A. Coles, District Superintendent
Jacqueline O'Donnell, Deputy District Superintendent / Chief Operating Officer
Steve Tibbetts, Assistant Superintendent for Business and Administrative Services
James A. Gratto Jr., Assistant Superintendent for Educational Services
John Miller, Director of Business
Suzanne Doherty, Director of Human Resources

CALL TO ORDER:

Pledge of Allegiance

President Draper called the Business Meeting of August 29, 2018 to order at 7:31 p.m.

MOTION TO APPOINT CLERK PRO TEM:

John Filiberti made and John DeSantis seconded a motion to appoint James A. Gratto Jr. as Clerk Pro Tem for the Business Meeting of August 29, 2018.

Ayes = 5

Nays = 0

The motion carried.

On behalf of the Board of Education, President Draper extended condolences to District Clerk Valerie Cermele and her family for the recent loss of her mother.

President Draper reported that BOE member Claudia Glaser gave a verbal resignation from the Board, and will be submitting a written resignation.

Jacqueline O'Donnell reported that she has sent a letter to all District Clerks, District Superintendents and Board of Education Presidents seeking potential candidates.

REVIEW MINUTES OF THE BUSINESS MEETING OF August 8, 2018:

John Filiberti moved and John DeSantis seconded a motion that the minutes of the Business Meeting of August 8, 2018 be approved.

Lynn Fraser-McBride inquired whether Exit Interviews occur when an employee resigns for reasons other than retirement. Jackie O'Donnell responded that some Exit Interviews have occurred in individual situations, although this is not a consistent practice, but we may look at in the future.

Ayes = 5

Nays = 0

The motion carried.

PERSONNEL MATTERS FOR BOARD APPROVAL:

Upon the recommendation of the District Superintendent, John Filiberti moved, seconded by John DeSantis that the following personnel appointments listed on Attachment I, as well as the Addenda to the Agenda, be approved:

Certified Personnel:

- Resignations
- Appointments
- Additional Assignments
- Other Adjustments
- Recall Appointments

Non Certified Personnel:

- Civil Service Status Change
- Resignations
- Terminations
- Appointments
- Leave of Absence
- Hourly Rate Assignment
- Additional Assignment
- Substitute Appointments

Ayes = 5

Nays = 0

The motion carried.

BUSINESS MATTERS FOR BOARD APPROVAL:

Mr. John Miller informed the Board that since their packets were sent to them, an additional \$573,000 dollars has been received.

Accounts Receivable Report: John Filiberti moved, seconded by John DeSantis that the accounts receivable report as listed on Attachment II be approved.

The vote on this resolution was as follows:

Ayes = 5

Nays = 0

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

The vote on this resolution was as follows:

Ayes = 5

Nays = 0

Budget Adjustments 2017-2018: John Filiberti moved, seconded by John DeSantis that the budget adjustments as listed on Attachment IV be approved.

The vote on this resolution was as follows:

Ayes = 5

Nays = 0

Special Aid Projects: John Filiberti moved, seconded by John DeSantis that the special aid projects as listed on Attachment V be approved.

The vote on this resolution was as follows:

Ayes = 5

Nays = 0

Purchase Option Plan (POP): John Filiberti moved, seconded by John DeSantis that the purchase option plan as listed on Attachment VI be approved.

The vote on this resolution was as follows:

Ayes = 5

Nays = 0

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

The vote on this resolution was as follows:

Ayes = 5

Nays = 0

Contracts – Individual: John Filiberti moved, seconded by John DeSantis that the contracts – individual as listed on Attachment VIII be approved.

The vote on this resolution was as follows:

Ayes = 5

Nays = 0

Donation(s): John Filiberti moved, seconded by John DeSantis that the donation(s) as listed on the Addenda to the Agenda be approved.

The vote on this resolution was as follows:

Ayes = 5

Nays = 0

Installment Purchase Agreement (IPA): John Filiberti moved, seconded by John DeSantis that the installment purchase agreement (IPA) as listed on the Addenda to the Agenda be approved.

The vote on this resolution was as follows:

Ayes = 0

Nays = 0

Lynn Frazer-McBride inquired about the decreased participation of other BOCES. Steve Tibbetts explained the cross-contract system.

Ayes = 5

Nays = 0

The motion carried.

REPORT OF THE DISTRICT SUPERINTENDENT

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

- Recently attended regional LHRIC meeting
- Attended SW BOCES annual leadership retreat on August 28, 2018, led by Jackie O'Donnell, which was excellent

REPORT OF THE CHIEF OPERATING OFFICER/DEPUTY DISTRICT SUPERINTENDENT

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

- The BOE photo may be postponed until additional BOE members are appointed
- We may want to postpone October 2018 BOE Retreat until new BOE members are appointed
- She will not be in attendance at the September 12, 2018 BOE meeting due to being in Albany
- The Annual Leadership Retreat occurred on August 28, 2018:
 - James Gratto, John Miller, Suzanne Doherty and Steve Tibbetts provided feedback to the Board regarding the day

COMMENTS FROM MEMBERS OF THE BOARD AND STAFF:

Ms. Doherty: New Hire orientation will occur on August 30, 2018; hiring is on-going

Mr. Gratto: Irvington and Pocantico school districts opened on August 29, 2018, all other BOCES sites will open on September 4, 2018

Mr. DeSantis: Recommended that the Hastings on Hudson School Board reach out to BOCES for their superintendent search (discussion ensued)

Mrs. Draper: Thanks to staff members for continued hard work, evidence shows increased participation and additional hiring, efforts are greatly appreciated

EXECUTIVE SESSION:

Mr. Filiberti moved, seconded by Mr. DeSantis that the Board adjourn the public session at 8:08 and enter into executive session to discuss the employment history of a particular person, matters related to the hiring of a particular person and pending litigation.

Ayes = 5

Nays = 0

The motion carried.

RECONVENE PUBLIC SESSION

Mr. Filiberti moved, seconded by Mr. DeSantis that the Board re-enter public session at 8:41 p.m.

Ayes = 5

Nays = 0

The motion carried.

ADJOURNMENT

Mr. Filiberti moved, seconded by Mr. DeSantis to adjourn the Public Session at 8:42 p.m.

Ayes = 5

Nays = 0

The motion carried.

Respectfully Submitted,
James A. Gratto Jr., Clerk Pro Tem