

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  
February 15, 2017

Present

Board Members

Joseph Wooley, President  
Catherine Draper, Vice President  
John DeSantis  
John V. Filiberti  
Lynn Frazer McBride  
Georgia Riedel

Valerie A. Cermele  
Clerk of the Board

Others Present

Harold A. Coles, District Superintendent  
Jacqueline O'Donnell, COO/Dept. Dist. Superintendent  
Steve Tibbetts, Asst. Superintendent for Business  
James Gratto, Asst. Superintendent for Regional Services  
Suzanne Doherty, Director of Human Resources

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

Pledge of Allegiance

Adjournment: Mrs. Riedel moved, seconded by Mrs. McBride that the board enter into Executive Session at 7:31 p.m. to discuss collective bargaining and the employment history of particular persons.

The vote on this resolution was as follows:                   Aye – 6                   Nay - 0

Mr. Riedel moved, seconded by Mrs. McBride that the board re-enter into public session at 8:10 p.m.

The vote on this resolution was as follows:                   Aye – 6                   Nay – 0

Review of Minutes: Mrs. Riedel moved, seconded by Mrs. McBride that the minutes of January 18, 2017 be approved as listed on Attachment I.

The vote on this resolution was as follows:                   Aye -6                   Nay – 0

PERSONNEL MATTERS FOR BOARD APPROVAL

Upon the recommendation of the District Superintendent, Mrs. Riedel moved, seconded by Mrs. McBride 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 as follows:                   Aye – 6           Nay – 0

Mr. Wooley on behalf of the Board of Education congratulated Caline Registe, Teaching Assistant, on her tenure. Mr. Wooley also wish Chima Nwabueze congratulation on her retirement as a Teacher Aide for the last 18 years and wished her the best in retirement.

**BUSINESS MATTERS FOR BOARD APPROVAL**

Mr. John Miller informed the Board that since they received their packets, an additional \$3.2 million has been received.

**Treasurer’s Report:** Mrs. Riedel moved, seconded by Mrs. McBride that the treasurer’s report for the period December 1, 2016 through December 31, 2016 indicating a balance on hand in the Checking Account of \$3,953,575.72; a balance on hand in the CLASS/Signature Investment Account of \$117,054.97; a balance on hand in the School Lunch Fund Checking of \$4,325.38; a balance on hand in the Trust and Agency CLASS-Bob Newman Fund of \$75,983.01; a balance on hand in the Trust and Agency CLASS Dreyfus Fund of \$10,304.03; a balance on hand in the Trust and Agency CLASS Evelyn Stock Fund of \$2,331.20; a balance on hand in the Trust and Agency CLASS Regular Fund of \$725.87; a balance on hand in the Trust and Agency Payroll Checking Fund of \$2,891.34; a balance on hand in the Internal Service Funds Unemployment Fund CLASS of \$146,703.72; a balance on hand in the Internal Service Post Employment Accrual Fund CLASS of \$2,360.07 to be filed with these minutes as Attachment III.

The vote on this resolution was as follows:                   Aye – 6           Nay – 0

**Accounts Receivable:** Mrs. Riedel moved, seconded by Mrs. McBride that the accounts receivable as listed on Attachment IV be approved.

The vote on this resolution was as follows:                   Aye – 6           Nay – 0

**Claims Audit Report:** Mrs. Riedel moved, seconded by Mrs. McBride that the claims audit report as listed on Attachment V be approved.

The vote on this resolution was as follows:                   Aye – 6           Nay – 0

**Bids:** Mrs. Riedel moved, seconded by Mrs. McBride that the bids listed on Attachment VI be approved.

The vote on this resolution was as follows:                   Aye – 6           Nay – 0

**Donation:** Mrs. Riedel moved, seconded by Mrs. McBride that the donations as listed on Attachment VII be approved.

The vote on this resolution was as follows:                   Aye – 6           Nay – 0

**Installment Purchase Agreement (IPA's):** Mrs. Riedel moved, seconded by Mrs. McBride that the installment purchase agreement (IPA's) as listed on Attachment VIII for the Carmel Central School District and the Mount Vernon City School District. The cost of the Carmel Central School District project is \$602,000 to be financed over a 48 month term at an interest rate of approximately 3.5% for an additional cost of \$43,999, for an estimated grand total of \$645,999. The cost of the Mount Vernon City School District project is \$1,200,000 to be financed over a 60 month term at an interest rate of approximately 3.5% for an additional cost of \$109,806, for an estimated grand total of 1,309,806.

The vote on this resolution was as follows:                   Aye – 6           Nay – 0

**Contracts:** Mrs. Riedel moved, seconded by Mrs. McBride that the contracts as listed on Attachment IX and on the Addenda to the Agenda be approved.

The vote on this resolution was as follows:                   Aye – 6           Nay – 0

**Contracts – Individual:** Mrs. Riedel moved, seconded by Mrs. McBride that the contracts – individual as listed on Attachment X and on the Addenda to the Agenda be approved.

The vote on this resolution was as follows:                   Aye – 6           Nay – 0

#### **OTHER ITEMS FOR BOARD ACTION**

**2017-2018 Meeting Dates – SWBOCES Board of Education:** Mrs. Riedel moved, seconded by Mrs. McBride that the 2017-2018 SWBOCES BOE meeting date calendar as listed on Attachment XI be approved.

The vote on this resolution was as follows:                   Aye – 6           Nay – 0

**2017-2018 School Calendar:** Mrs. Riedel moved, seconded by Mrs. McBride that the 2017-2018 school calendar as listed on Attachment XII be approved.

The vote on this resolution was as follows:                   Aye – 6           Nay – 0

**2017-2018 Teamsters Union Unit 2 Calendar:** Mrs. Riedel moved, seconded by Mrs. McBride that the 2017-2018 teamsters union unit 2 calendar as listed on Attachment XIII be approved.

The vote on this resolution was as follows:                   Aye – 6           Nay – 0

**2017-2018 Office Closing Calendar:** Mrs. Riedel moved, seconded by Mrs. McBride that the 2017-2018 office closing calendar as listed on Attachment XIV be approved.

The vote on this resolution was as follows:                   Aye – 6           Nay – 0

Resolution to Accept Side Letter of Agreement with BASA: Mrs. Riedel moved, seconded by Mrs. McBride that the resolution to accept side letter of agreement with BASA as stated below and as listed on Attachment XV be approved:

**WHEREAS**, the Board of Cooperative Educational Services, Sole Supervisory District of Westchester County (hereinafter the “SWBOCES”) and the BASA, Inc. are parties to a Collective Bargaining Agreement between them: and

**WHEREAS**, there was a dispute between the parties over how to calculate the daily rate of payment based on an annual salary of members of the bargaining unit represented by BASA, Inc. when they leave the employ of SWBOCES on a date other than June 30<sup>th</sup>.

**IT IS HEREBY AGREED**, by and between SWBOCES and BASA, Inc. that:

1. The attached Side Letter of Agreement shall resolve the dispute and provide clarity on how to calculate the daily rate of payment based on an annual salary of members of the bargaining unit represented by BASA, Inc. when they leave the employ of SWBOCES on a date other than June 30<sup>th</sup>.
2. All the other terms and conditions of employment of the Collective Bargaining Agreement between the parties will remain the same.

**NOW, THEREFORE, BE IT RESOLVED**, that, the Board of SWBOCES authorize the execution of the attached Side Letter of Agreement.

The vote on this resolution was as follows:                      Aye – 6                      Nay – 0

#### ITEMS FOR BOARD REVIEW and DISCUSSION

1<sup>st</sup> Reading – Policy No. 4470 – District Billing and Collection: Mrs. Riedel moved, seconded by Mrs. McBride that the 1<sup>st</sup> reading of Policy No. 4470, as listed on Attachment XVI be discussed and brought to the board on March 15, 2017 for its 2<sup>nd</sup> reading.

The vote on this resolution was as follows:                      Aye – 6                      Nay – 0

1<sup>st</sup> Reading – Policy No. 5301 – Payroll Procedures: Mrs. Riedel moved, seconded by Mrs. McBride that the 1<sup>st</sup> reading of Policy 5301 as listed on Attachment XVII be discussed and brought to the board on March 15, 2017 for its 2<sup>nd</sup> reading.

The vote on this resolution was as follows:                      Aye – 6                      Nay – 0

#### REPORT OF THE DISTRICT SUPERINTENDENT

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

- The Winter ESSA meeting is being held at SWBOCES, 450 Mamaroneck Avenue on March 13, 2017. Jackie O'Donnell and Kathy Conley will be heading this meeting.
- Lobby Day in Albany is Wednesday, March 1, 2017 and we have many people from SWBOCES attending. We will meet with the legislators and discuss issues.

REPORT OF THE CHIEF OPERATING OFFICER/DEPUTY DISTRICT SUPERINTENDENT

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

- Thanks to Steve Tibbetts and team for their business development plan which includes, Victor Pineiro, Technology; Tom Briggs, Facilities; Suzanne Doherty, Human Resources and as I told you at last month's meeting, we are so happy to have Dr. Peter Mustich, former Superintendent of Rye Neck as part of our team. They were all part of a 2-day tour to our sites and programs.

COMMENTS FROM MEMBERS OF THE BOARD AND OTHER STAFF

Mrs. McBride informed the Board that children of color are still behind in education. Mt. Vernon City School District has the worst grade rating. Mrs. McBride stated that if SWBOCES cannot handle a particular issue that a child has, then we should not take that child, it's just not fair to the child. I am so glad that we are holding "teachers accountably" and there will be "no bad hires".

Mrs. O'Donnell explained to the Board that we try and match the student to the right program for that student and that SWBOCES' programs are getting stronger.

Dr. Coles informed the Board that at the superintendent leadership meetings they are finally discussing diversity and training. It's finally out in the open and being openly discussed.

Mrs. McBride also informed the Board that it's very necessary for SWBOCES to be on social media. More people pay attention to social media then they do to letters and emails. Also, face-to-face contact is very important.

Melissa Barretto informed the Board that 6 members of the BTA are attending Lobby Day.

ADJOURNMENT

Mrs. Riedel moved, seconded by Mrs. McBride that the Board adjourn the public meeting at 8:50 p.m.

The vote on this resolution was as follows:                   Aye – 6           Nay – 0

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Valerie A. Cermele  
Clerk of the Board