

Minutes of the Monthly Business Meeting of the
Board of Cooperative Educational Services, Southern Westchester
Held at
SWBOCES
17 Berkley Drive
Rye Brook, NY
September 12, 2018

Present

Board Members

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

Others Present

Harold A. Coles, District Superintendent
J. O'Donnell, COO/Deputy Dist. Supt.-**Absent**
Steve Tibbetts, Asst. Supt. for Business
James Gratto, Asst. 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: Mrs. Draper called the Monthly Business Meeting to order at 7:32 p.m.

Pledge of Allegiance

Adjournment: Mrs. Riedel moved, seconded by Mrs. McBride that the Board adjourn into Executive Session to discuss the employment history of a particular employees at 7:33 p.m.
The vote on this resolution was as follows: Aye – 4 Nay - 0

Mrs. Riedel moved, seconded by Mrs. McBride that the Board re-enter into Public Session at 7:49 p.m.
The vote on this resolution was as follows: Aye – 4 Nay – 0

Review Minutes of the Business Meeting held on August 29, 2018: Mrs. Riedel moved, seconded by Mrs. McBride that the minutes 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, Mrs. Glaser 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
Hours Rate Assignments
Substitutes
Rate Adjustments
Eliminations of Positions
Reductions-in-Force (RIF)
Terminations (Reductions-in-Force)
Recall Appointments
Casual (Temporary) Appointments

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

Mrs. Draper congratulated and thanked the following employee(s) for their dedication and hard work during their time at SWBOCES and wished them much success in their retirement:

Nadine Wallace – 31 years, Teacher, Special Services
Carol Scheiner – 18 years, Teacher, Special Services

BUSINESS MATTERS FOR BOARD APPROVAL

Mr. John Miller, Director of Business, informed the Board that since they received their packets, an additional \$600,000 has been received.

Treasurer’s Report: Mrs. Riedel moved, seconded by Mrs. McBride that the treasurer’s report for the period June 1, 2018 through June 30, 2018 indicating a balance on hand in the Checking Account of \$4,366,251.60; a balance on hand in the CLASS/Signature Investment Account of \$118,796.01; a balance on hand in the School Lunch Fund Checking \$6,437.97; a balance on hand in the Trust and Agency CLASS-Bob Newman Fund of \$76,548.21; a balance on hand in the Trust and Agency CLASS-Dreyfus Fund of \$10,448.83; a balance on hand in the Trust and Agency CLASS Evelyn Stock Fund of \$2,033.98; a balance on hand in the Trust and Agency CLASS Regular Fund of \$642.38; a balance on hand in the Trust and Agency Payroll Checking Fund of \$3,489.30; a balance on hand in the Internal Service Funds Unemployment Fund CLASS of \$148,373.11; a balance on hand in the Internal Service Post Employment Accrual Fund Class of \$2,395.67; to be filed with these minutes as Attachment III.

Aye – 4 Nay – 0

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

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

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

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

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

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

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

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

Installment Purchase Agreement: Mrs. Riedel moved, seconded by Mrs. McBride that the installment purchase agreement as listed on Attachment VIII be approved.

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

REPORT OF THE DISTRICT SUPERINTENDENT

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

- There are a number of component school districts that are inquiring about our superintendent search program. I will be meeting with the Pocantico school board next week.
- I attended all of the programs during their openings over the last few days and I was very impressed at how the students were engaged in their work. There was an excitement and energy that I have not seen in the past.

COMMENTS FROM MEMBERS OF THE BOARD AND STAFF

Mr. Gratto informed the Board that the opening of school was a huge success, and thanked the teachers and staff for their dedication and hard work. The students came in very excited and engaged very quickly in their classes. We also have opening in every site and I'm sure they will be filled shortly.

Ms. Doherty informed the Board that Human Resources held its New Hire Orientation for 27 new employees. It was a very positive day and the good news is that we are still hiring.

ADJOURNMENT

Mrs. Riedel moved, seconded by Mrs. McBride that the Board adjourn its Public Meeting at 8:10 p.m.

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

Valerie A. Cermele
Clerk of the Board