

**REGULAR MEETING NO. 957**

**BOARD OF COOPERATIVE EDUCATIONAL SERVICES  
First Supervisory District, Erie County  
Wednesday, September 12, 2018**

Regular meeting of the Board of Cooperative Educational Services, First Supervisory District, Erie County, was held on Wednesday, September 12, 2018, at the Erie 1 BOCES Education Campus, West Seneca, NY. The meeting was called to order by President, Mr. John Sherman at 4:30 p.m.

**Members Present:** John Sherman (President), Edward Cavan (Vice-President), Raymond Carr, Andrew Loeb, Mary Busse, Janet MacGregor Plarr, Renee Wilson

**Others Present:**

Lynn Marie Fusco, District Superintendent/CEO, James Fregelette, Executive Director of Administrative Services and Operations; Colleen Sloan, General Counsel; Melody Jason, Executive Director of Instructional Services; Candace Reimer, Director of Communications Services; Kelly Eisenried, Director of Human Resources; Deanna Schettine, Business Administrator; EPEA: Connie Zastrow

A moment of silence was observed in honor of Christine Engler, an Erie 1 BOCES teacher aide who passed away in August.

Janell Hallgren, Manager of Policy Services gave an overview of Board Docs to the BOE members as we will be transitioning from our doc library to board docs to manage meeting agendas, minutes and all other supporting documents.

Dennis Atkinson, Training and Support Manager provided data reporting information to the BOE members and explained how this information can help to advance student achievement.

Mr. Cavan moved, seconded by Mrs. Plarr, to approve the draft of the Reorganizational Meeting, dated July 12, 2018.

7 Ayes            0 Nays            0 Absent            Motion Carried.

Mr. Cavan moved, seconded by Mr. Carr, to approve the draft of the Regular meeting minutes, No. 956, dated July 12, 2018.

7 Ayes            0 Nays            0 Absent            Motion Carried.

Mr. Cavan moved, seconded by Mrs. Plarr, to accept the Monthly Contract Adjustment Summary as of 7/11/18 for the July 2018-19 billing.

7 Ayes            0 Nays            0 Absent            Motion Carried.

Mr. Cavan moved, seconded by Mrs. Busse, to approve the Budget Transfers/Decreases/ Increases for the period of July 7, 2018 to September 5, 2018.

**MOMENT OF  
SILENCE**

**PRESENTATIONS**

**APPROVAL OF  
REORGANIZATION  
MEETING  
MINUTES  
JULY 12, 2018**

**APPROVAL OF  
REGULAR  
MEETING  
MINUTES  
No. 956**

**MONTHLY  
CONTRACT  
ADJUSTMENT**

**BUDGET  
TRANSFERS/  
INCREASES/  
DECREASES**

7 Ayes

0 Nays

0 Absent

Motion Carried.

Mrs. Plarr moved, seconded by Mrs. Busse, to adopt the following resolutions for the 2018-19 school years.

**AMHERST CENTRAL SCHOOL DISTRICT**

WHEREAS, The Board of Cooperative Educational Services, First Supervisory District, Erie County, New York ("Board") finds it necessary to install additional network printers under Common Set of Learning Objectives to meet the needs of the school district, and

WHEREAS, the Board has evaluated and reviewed the project expansion which will function at Amherst Central School District and will enhance the project currently supported by the Erie 1 BOCES, and

WHEREAS, the above referenced evaluation has produced a decision that the additional network printers meet all specifications, and

WHEREAS, the current outright purchase of the network printers is not possible within the current fiscal budget; therefore

BE IT RESOLVED, that the Board authorizes the administration to enter into a Financial Agreement (IPA) for a three-year term for the additional network printers in an amount not to exceed \$94,758.

**ARKPORT CENTRAL SCHOOL DISTRICT**

WHEREAS, The Board of Cooperative Educational Services, First Supervisory District, Erie County, New York ("Board") finds it necessary to install additional support hardware under Common Set of Learning Objectives to meet the needs of the school district, and

WHEREAS, the Board has evaluated and reviewed the project expansion which will function at Arkport Central School District and will enhance the project currently supported by the Erie 1 BOCES, and

WHEREAS, the above referenced evaluation has produced a decision that the additional support hardware and software meets all specifications, and

WHEREAS, the current outright purchase of the support hardware is not possible within the current fiscal budget; therefore

BE IT RESOLVED, that the Board authorizes the administration to enter into a Financial Agreement (IPA) for a three-year term for the additional support hardware in an amount not to exceed \$69,623.

**CANISTEO-GREENWOOD CENTRAL SCHOOL DISTRICT**

**INSTALLMENT  
PURCHASE  
AGREEMENT –  
AMHERST CSD**

**INSTALLMENT  
PURCHASE  
AGREEMENT –  
ARKPORT CSD**

**INSTALLMENT  
PURCHASE  
AGREEMENT –**

WHEREAS, The Board of Cooperative Educational Services, First Supervisory District, Erie County, New York ("Board") finds it necessary to install additional support hardware under Common Set of Learning Objectives to meet the needs of the school district, and

WHEREAS, the Board has evaluated and reviewed the project expansion which will function at Canisteo-Greenwood Central School District and will enhance the project currently supported by the Erie 1 BOCES, and

WHEREAS, the above referenced evaluation has produced a decision that the additional support hardware and software meets all specifications, and

WHEREAS, the current outright purchase of the support hardware is not possible within the current fiscal budget; therefore

BE IT RESOLVED, that the Board authorizes the administration to enter into a Financial Agreement (IPA) for a three-year term for the additional support hardware in an amount not to exceed \$152,280.

**CHEEKTOWAGA CENTRAL SCHOOL DISTRICT**

WHEREAS, The Board of Cooperative Educational Services, First Supervisory District, Erie County, New York ("Board") finds it necessary to install additional network printers under Common Set of Learning Objectives to meet the needs of the school district, and

WHEREAS, the Board has evaluated and reviewed the project expansion which will function at Cheektowaga Central School District and will enhance the project currently supported by the Erie 1 BOCES, and

WHEREAS, the above referenced evaluation has produced a decision that the additional network printers meet all specifications, and

WHEREAS, the current outright purchase of the network printers is not possible within the current fiscal budget; therefore

BE IT RESOLVED, that the Board authorizes the administration to enter into a Financial Agreement (IPA) for a five-year term for the additional network printers in an amount not to exceed \$91,141.

**NEWFANE CENTRAL SCHOOL DISTRICT**

WHEREAS, The Board of Cooperative Educational Services, First Supervisory District, Erie County, New York ("Board") finds it necessary to install additional network printers under Common Set of Learning Objectives to meet the needs of the school district, and

WHEREAS, the Board has evaluated and reviewed the project expansion which will function at Newfane Central Schools and will enhance the project currently supported by the Erie 1 BOCES, and

**CANISTEO-  
GREENWOOD  
CSD**

**INSTALLMENT  
PURCHASE  
AGREEMENT –  
CHEEKTOWAGA  
CSD**

**INSTALLMENT  
PURCHASE  
AGREEMENT –  
NEWFANE CSD**

WHEREAS, the above referenced evaluation has produced a decision that the additional network printers meet all specifications, and

WHEREAS, the current outright purchase of the network printers is not possible within the current fiscal budget; therefore

BE IT RESOLVED, that the Board authorizes the administration to enter into a Financial Agreement (IPA) for a five-year term for the additional network printers in an amount not to exceed \$25,670.

7 Ayes                      0 Nays                      0 Absent                      Motion Carried.

**BID ACTIONS**

Mr. Cavan moved, seconded by Mr. Carr, to approve the bid actions per the recommendation of the Purchasing Manager.

1. <b><u>Ecolab</u></b>	
Ecolab	\$105,520.00
GRAND TOTAL	\$105,520.00
2. <b><u>Art supplies</u></b>	
National Art & School Supplies	\$287.02
Blick Art Materials LLC	\$502.80
Pyramid Paper Company	\$913.73
W.B. Mason Co., Inc.	\$1,861.47
Cascade School Supplies	\$3,160.98
<u>School Specialty, Inc.</u>	<u>\$3,003.07</u>
GRAND TOTAL	\$9,729.07
3. <b><u>Print Shop</u></b>	
<u>Copier Fax Business Technologies</u>	<u>\$118,498.00</u>
GRAND TOTAL	\$118,498.00

**4. Telecommunications**

Service for the following Counties: Allegany, Cattaraugus, Chautauqua, Erie, Niagara, Orleans

Cable Modem ISP Service              Award to Spectrum, 1 yr.

Service for the following Counties: Steuben, Wyoming

Cable Modem ISP Service              Award to Empire and Spectrum, 1 yr.

We will have a dual award for sites in Steuben or Wyoming counties. Empire will be the primary award winner, however due to coverage area, if they cannot provide a needed service to a certain location then Spectrum will be contacted to provide service.

For All awards, it is understood that final serviceability will be determined when locations for services are provided to the vendor. Multiple service options and pricing exist and will be up to the District to decide what best will suite their needs from the pricing provided. As new service levels and pricing become available from the vendors, those may be added into the agreement at that time.

**Bid Extensions**

**Print Shop Maintenance**

Print Shop Maintenance 17-18

This bid was awarded to Comgraph Sales & Service Inc. and Upstate Repairs by approval of the Board of Education on June 14, 2017. The initial contract term was awarded for the period of July 1, 2017 – June 30, 2018 at the total amount of \$15,684.00. The bid contained an option, subject to Board approval, to extend the bid award for an additional 1 year term, with a 3% price increase, under the same terms & conditions and upon mutual agreement of all parties. Comgraph Sales & Service Inc. and Upstate Repairs have both agreed to an extension. Recommend extending the award for the period of August 1, 2018 – June 30, 2019, at a total cost of \$16,154.52.

**Facilities & Equipment Support**

Facilities & Equipment support 17-18

This bid was awarded to MJ Mechanical Services, Inc. by approval of the Board of Education on June 14, 2017. The initial contract term was awarded for the period of July 1, 2017 – June 30, 2018 at the total amount of \$56,950.00. The bid contained an option, subject to Board approval, to extend the bid award for an additional 1 year term, under the same pricing, terms & conditions and upon mutual agreement of all parties, has agreed to an extension. Recommend extending the award for the period of August 1, 2018 – June 30, 2019, at a total cost of \$56,950.00.

**RFP Award**

RFP Responses for Website Design (RFP-WEBSITE DESIGN) were opened on May 16, 2018 at the Education Campus. This contract will be effective for the period of September 13, 2018 – September 12, 2019 with annual renewals. Responses were received from 8 responsible vendors.

Recommend awarding as listed below

ESolutions Group

Total awarded value will be based on actual purchases, as needed.

**Bid Award Revision**

Bids or Paper/Smallwares - This bid was previously awarded on June 13, 2018, however an awarded vendor has withdrawn from their award.

Recommend revising bid award bid as listed below:

Aristotle Corporation	\$10,237.77
Latina Boulevard Foods LLC	\$290,667.36
<u>Chudy Paper Co.</u>	<u>\$313,493.97</u>
GRAND TOTAL	\$614,399.10

**Bid Rejection**

Bids for Steel (B19-STEELCOCT) were opened on August 28, 2018 at the Education Campus. Bids were received by 1 vendor and 1 bid was received late. Rejection of

bids was approved by Deanna Schettine, School Business Administrator on September 7, 2018. A re-bid will be issued on September 10, 2018.

7 Ayes                      0 Nays                      0 Absent                      Motion Carried.

Mrs. Plarr moved, seconded by Mrs. Busse, to approve a 3 year lease with the rent increasing each year by taking the product of the current year rent and multiplying it times the lesser of CPI for the twelve month period preceding January 1<sup>st</sup> of the current year, of 3%. Rent will be paid in 10 equal installments of \$17,738.98, commencing on 9/1/18.

7 Ayes                      0 Nays                      0 Absent                      Motion Carried.

Mrs. Plarr moved, seconded by Mrs. Busse, to accept the donation of a foldable shop crane, 1-ton capacity, value \$180 for the Harkness Career and Technical Center.

7 Ayes                      0 Nays                      0 Absent                      Motion Carried.

Mr. Cavan moved, seconded by Mr. Carr, to approve the Treasurer Report dated June 2018 and July 2018.

7 Ayes                      0 Nays                      0 Absent                      Motion Carried.

Mr. Cavan, moved, seconded by Mr. Carr, to approve the personnel actions/addendum per the recommendation of the District Superintendent/CEO. (Attachment C2).

7 Ayes                      0 Nays                      0 Absent                      Motion Carried.

A letter from Commissioner Elia was shared with the BOE members appointing Dr. Lynn Fusco as Interim District Superintendent at Cattaraugus-Allegany BOCES. Letters of support to the Governor regarding the cap on BOCES district superintendent salaries was shared. This will be sent on behalf of Erie 1 BOCES BOE members. Information from the shared services meeting on July 19, 2018 was shared. Dr. Fusco also thanked Mrs. Wilson for her remarks on our Opening Day events.

Mrs. Plarr moved, seconded by Mrs. Wilson, to approve the Incidental Employment Agreements and Special Project Contracts per the recommendation of the District Superintendent/CEO. (Attachment E1).

7 Ayes                      0 Nays                      0 Absent                      Motion Carried.

Mr. Cavan moved, seconded by Mrs. Wilson, to approve the textbook "School to Career."

7 Ayes                      0 Nays                      0 Absent                      Motion Carried.

Mr. Cavan moved, seconded by Mrs. Plarr, to enter into Executive Session at 5:40 p.m. for the purpose of discussing the status of collective negotiations with the Erie 1 Professional Education Association; discussing a matter involving the NY44 Health Benefits Plan Trust and the employment of a particular individual.

**MARYVALE  
LEASE  
RENEWAL**

**DONATION**

**TREASURER'S  
REPORTS**

**PERSONNEL  
ACTIONS/  
ADDENDUM**

**MISCELLANEOUS  
ITEMS**

**INCIDENTAL  
EMPLOYMENT  
AGREEMENTS  
AND SPECIAL  
CONTRACTS**

**APPROVAL OF  
TEXTBOOK –  
SCHOOL TO  
CAREER**

**EXECUTIVE  
SESSION**

7 Ayes                      0 Nays                      0 Absent                      Motion Carried.

Mr. Carr moved, seconded by Mr. Cavan, to return to regular session at 6:12 p.m.

7 Ayes                      0 Nays                      0 Absent                      Motion Carried.

Mr. Cavan moved, seconded by Mrs. Plarr, to approve the memorandum from Kelly Eisenried, Director of Human Resources, to Lynn Fusco, District Superintendent, dated September 12, 2018 regarding the offer of employment to Patrick Canfield, Director of Exceptional Education.

7 Ayes                      0 Nays                      0 Absent                      Motion Carried.

Mrs. Plarr moved, seconded by Mrs. Busse, that the meeting adjourn at 6:14 p.m.

7 Ayes                      0 Nays                      0 Absent                      Motion Carried.

**REGULAR  
SESSION**

**MEMORANDUM  
FOR  
EMPLOYMENT  
OF DIRECTOR  
OF  
EXCEPTIONAL  
EDUCATION**

**ADJOURNMENT**

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Denise Polanski  
District Clerk









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