

REGULAR MEETING NO. 959

**BOARD OF COOPERATIVE EDUCATIONAL SERVICES
First Supervisory District, Erie County
Wednesday, November 14, 2018**

Regular meeting of the Board of Cooperative Educational Services, First Supervisory District, Erie County, was held on Wednesday, November 14, 2018, at the EDGE Academy, Cheektowaga, NY. The meeting was called to order by President, Mr. John Sherman at 4:05 p.m.

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

Members Absent: Raymond Carr

Others Present:

Melody Jason, Executive Director of Instructional Services, Colleen Sloan, General Counsel; Barbara Mocarski, Executive Director of Educational Supports and WNYRIC Services; Kelly Eisenried, Director of Human Resources; Deanna Schettine, Business Administrator; Mike Capuana, Director of CTE; Christa McHale, Director of Educational Partnerships and Workforce Development; Patrick Canfield, Director of Exceptional Education; Anedda Trautman, Associate Director Career Programs; EPEA Representatives attended as well.

Board Members were presented with gifts that were made by our students in honor of Board of Education Members appreciation.

Mike Capuana, Christa McHale, Patrick Canfield and Anneda Trautman presented an update on the Instructional programs which include Middle Tech Academy, Special Education/Alternative Education, Workforce Development and CTE programs.

Mr. Cavan seconded by Mrs. Plarr, to approve the draft of the Regular meeting minutes, No. 958, dated October 10, 2018.

6 Ayes 0 Nays 1 Absent Motion Carried.

Mrs. Wilson moved, seconded by Mrs. Busse, to approve the Treasurer Report dated September 2018.

6 Ayes 0 Nays 1 Absent Motion Carried.

Mrs. Plarr moved, seconded by Mrs. Wilson, to accept the Monthly Contract Adjustment Summary as of 10/17/18 for the October 2018-19 billing.

6 Ayes 0 Nays 1 Absent Motion Carried.

Mrs. Plarr moved, seconded by Mr. Carr, to approve the Budget Transfers/Decreases/ Increases for the period of October 4, 2018, 2018 to November 7, 2018.

**BOARD OF
EDUCATION
RECOGNITION**

PRESENTATION

**APPROVAL OF
REGULAR
MEETING
MINUTES
No. 958**

**TREASURER'S
REPORT**

**MONTHLY
CONTRACT
ADJUSTMENTS**

**BUDGET
TRANSFERS/
INCREASES/
DECREASES**

6 Ayes

0 Nays

1 Absent

Motion Carried.

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

ALDEN 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 Alden 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 \$68,513.

WILLIAMSVILLE 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 Williamsville 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 \$169,361.

6 Ayes

0 Nays

1 Absent

Motion Carried.

**INSTALLMENT
PURCHASE
AGREEMENT –
ALDEN CSD**

**INSTALLMENT
PURCHASE
AGREEMENT –
WILLIAMSVILLE
CSD**

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

BID ACTIONS

1. Transportation Services Trips
Recommend awarding bid as listed below:

Transpo Bus Services, LLC	\$4,464.00
Fisher Bus Service	\$15,160.00
First Student	\$55,192.00
WNY Bus Co.	\$87,204.00
GRAND TOTAL	\$162,020.00

2. Door Hardware-Edge Academy
Recommend awarding bid as listed below:

Grosso Door & Hardware Inc.	\$10,471.00
GRAND TOTAL	\$10,471.00

3. Vehicle Fuel
Recommend awarding bid as listed below:

<u>Vendor Name</u>	<u># Items Awarded</u>
Kurk Fuel	25
Noco	23

4. RFP responses for Test Scoring Services
Recommend awarding the RFP to the vendor that is considered to be the Best Value, listed below:

Educational Vistas, Inc.

5. RFP responses for Educational Interpreting Services
Recommend awarding the RFP to the vendor that is considered to be the Best Value, listed below:

Service Bridges, Inc.

6. RFP responses for Translation & Interpretation Services
Recommend awarding RFP to the vendors that are considered to be the Best Value, listed below:

International Institute of Buffalo
Language Line
The Big Word

7. RFP responses for Installment Purchase Agreement (IPA)
Recommend awarding to Key Government Finance, Inc. as the lender who has met all requirements and is the overall best value as defined in the RFP document.

8. RFP responses for Installment Purchase Agreement (IPA)
 Recommend awarding to Key Government Finance, Inc. as the lender who has met all requirements and is the overall best value as defined in the RFP document.

9. RFP responses for Building Conditions Survey
 Recommend approving all responses as listed below:

- AEI Consultants
- Cannon Design
- EI Team
- EMG
- Encorus Group
- Gordon Jones Associates
- Hunt Engineers
- Kideney Architects
- LaBella Associates
- Wendel

10. RFP responses for Independent (external) Audit Services
 Recommend approving all responses as listed below:

- The Bonadio Group
- Drescher & Malecki LLP
- EFPR Group, LLP
- Lumsden McCormick

Bid Rejection

1. Bids for Paper Supplies (C19-PAPERJJ) were opened on November 1, 2018 at the Education Campus. Responses were received by 4 responsible bidders. Recommend rejecting all bids due to a lack of vendor participation that resulted in 219 no bid items. Deanna Schettine approved the rejection on November 2, 2018 and a re-bid was posted on November 5, 2018.

Bid Cancellation

1. Bids for Calculators (C18-Calculator) were awarded on June 13, 2018. Both vendors awarded have notified Erie 1 BOCES that they can no longer honor the bid prices due to drastic supplier price increases. Recommend cancelling the bid award.

6 Ayes 0 Nays 1 Absent Motion Carried.

Mr. Cavan moved, seconded by Mrs. Busse, to accept the Financial Audit ending June 30, 2018.

6 Ayes 0 Nays 1 Absent Motion Carried.

**ACCEPTANCE
 OF FINANCIAL
 AUDIT**

Mrs. Plarr moved, seconded by Mrs. Wilson, to approve the Workforce Development Institute resolution.

WORKFORCE DEVELOPMENT INSTITUTE RESOLUTION

WHEREAS, the Board of Cooperative Educational Services, First Supervisory District, Erie County, New York (“Board”) finds it necessary to have a streamlined process in place to pay stipends to students enrolled in Workforce Development programs according to the Workforce Development Institute and

WHEREAS, the Board has evaluated and reviewed the proposed streamlined stipend process (attached);

BE IT RESOLVED, that the Board hereby authorizes use of the proposed streamlined stipend process for the purpose of making efficient and timely payments of the Workforce Development Institute; and

BE IT RESOLVED, that the board directs and authorizes the payroll department to use this streamlined process together with the necessary required forms to issue payment to students of Workforce Development for approved stipends, not to exceed \$1664.00 per student for the 2018/2019 school year.

6 Ayes 0 Nays 1 Absent Motion Carried.

Mr. Cavan moved, seconded by Mrs. Busse, to approve the Workforce Refund Policy.

WORKFORCE REFUND POLICY

6 Ayes 0 Nays 1 Absent Motion Carried.

Mrs. Plarr moved, seconded by Mr. Cavan, to approve the resolution for allocation for the 2018-19 Capital Project.

ALLOCATION FOR 2018-19 CAPITAL PROJECT RESOLUTION

WHEREAS, the Board of Cooperative Educational Services, First Supervisory District, Erie County, New York (“Board”) is empowered to approve annual operating budgets; and

WHEREAS, the Board has reviewed the proposed capital budget expenditure for the year; and the members of the Board recognize their fiduciary responsibility to ensure that the budget strikes a balance between actual revenues and commitments;

THEREFORE, BE IT RESOLVED, that the board directs and authorizes the remaining balance from the 2018-19 school district capital allocation to be applied to SED project 0001-013 Harkness Masonry not to exceed the amount of \$260,111.

6 Ayes 0 Nays 1 Absent Motion Carried.

Mrs. Plarr moved, seconded by Mr. Cavan, to accept the donations of a 2011 Kia Sedona, value of \$300 and 15 vehicle doors for a total value of \$675 for the Harkness Career and Technical Center.

DONATIONS

6 Ayes 0 Nays 1 Absent Motion Carried.

Mr. Cavan, moved, seconded by Mrs. Plarr, to approve the personnel actions/addendum per the recommendation of the District Superintendent/CEO. (Attachment D2).

**PERSONNEL
ACTIONS/
ADDENDUM**

6 Ayes 0 Nays 1 Absent Motion Carried.

Mr. Cavan moved, seconded by Mrs. Plarr, to appoint Ms. Lynne Bogdan, Supervising Accountant for Erie 1 BOCES as District Treasurer for the 2018-19 school year with a yearly stipend of \$5,000 prorated for the remainder of this fiscal year.

**APPROVAL OF
DISTRICT
TREASURER**

6 Ayes 0 Nays 1 Absent Motion Carried.

Mrs. Plarr moved, seconded by Mr. Loeb, to approve the revised adoption of the resolution to identify APPR Lead Evaluators.

**REVISED
ADOPTION OF
RESOLUTION TO
IDENTIFY APPR
LEAD
EVALUATORS**

6 Ayes 0 Nays 1 Absent Motion Carried.

Mr. Cavan moved, seconded by Mrs. Busse, to approve the Incidental Employment Agreements and Special Project Contracts per the recommendation of the District Superintendent/CEO. (Attachment F1).

**INCIDENTAL
EMPLOYMENT
AGREEMENTS
AND SPECIAL
CONTRACTS**

6 Ayes 0 Nays 1 Absent Motion Carried.

Mrs. Plarr moved, seconded by Mrs. Busse, to approve membership in the New York School Boards Association and authorize payment of dues in the amount of \$12,184. This is an increase of \$239.00.

**NYSSBA
MEMBERSHIP
DUES 2018-19**

6 Ayes 0 Nays 1 Absent Motion Carried.

Mr. Cavan moved, seconded by Mrs. Busse, to enter into Executive Session at 4:55 for the purposes of discussing the status of collective negotiations with the Erie Professional Association (EPEA); the employment history of a particular person; the results of an investigation into alleged discrimination/harassment and the status of litigation involving the NY44 Trust.

**EXECUTIVE
SESSION**

6Ayes 0 Nays 1 Absent Motion Carried.

Mrs. Plarr moved, seconded by Mrs. Busse, to return to regular session at 5:36 p.m.

**REGULAR
SESSION**

6 Ayes 0 Nays 1 Absent Motion Carried.

Mr. Cavan moved, seconded by Mrs. Busse, that the meeting adjourn at 5:37 p.m.

ADJOURNMENT

6 Ayes 0 Nays 1 Absent Motion Carried.

Denise Polanski
District Clerk





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