BOARD OF COOPERATIVE EDUCATIONAL SERVICES
SECOND SUPERVISORY DISTRICT COUNTIES OF
MONROE AND ORLEANS

MINUTES

of the Regular Meeting held on Wednesday, January 21, 2026, at 6:00 p.m. at the Richard E. Ten Haken Educational Services Center, 3599 Big Ridge Road, Spencerport, New York 14559

Members Present

Dennis Laba, President
R. Charles Phillips, Vice President
John Abbott
Christa Bowling
Kathleen Dillon
Gerald Maar
Michael May
Stephanie Mekrley
James Musshafen
Xavier Williams

Absent:

Staff Present

Thomas K. Putnam
Karen Brown
Steve Dawe
Ian Hildreth
Kelly Mutschler
Steve Roland
Thomas Schulte
Jill Slavny

Additional Administrators: Kerry Macko, Jon Koeng

Guests:

Tina Bonfiglio
Amanda Dedie
Kate McElhaney
Linda Crist
Chad Grant
Mattie Narowski
Sarah Davis
Paula Green
Hunter Warax

1. The meeting was called to order by President Laba at 6:01 pm.

2. Pledge of Allegiance

3. Agenda Modification –

4. Approval of Minutes
   Resolved: To Approve the Minutes of the December 17, 2025, Regular Meeting
   Moved by M. May, seconded by K. Dillon; passed unanimously

5. S.H.I.N.E. Awards were presented by Jill Slavny, Kerry Macko, Steve Roland, Jon Koeng, and Edward Mongold to the following recipients:

   Tina Bonfiglio
   Chad Grant
   Linda Crist
   Paula Green
   Sarah Davis
   Kate McElhaney

6. There was no public Interaction

7. Board Presentations Career and Technical Education Principal Jon Joeng provided the board with an overview of CTE. The presentation included enrollment information as well as strengths and opportunities for the program. The board asked questions, thanked the presenters who then left the meeting at 6:27 pm

8. Financial Reports
   1. Resolved: To Accept the Treasurer's Report as presented
      Moved J. Abbott, seconded by C. Bowling; passed unanimously

   2. Resolved: To Accept the Win Cap Reports as presented
      Moved by K. Dillon, seconded by J. Abbott; passed unanimously

9. Old Business – There was no old business.

10. New Business
    1. The board reviewed the Annual Meeting event including open board seats. Kathy Dillon and Jim Musshafen will run to extend their terms. Chuck Phillips will not be seeking a new term. The board and District Superintendent thanked Mr. Phillips for his 32 years of service on the Monroe 2-Orleans BOCES board.

    2. The board discussed the upcoming MCSBA Legislative Breakfast. The following BOCES 2 Board members will attend: Kathy Dillon, John Abbott, Jim Musshafen

11. Personnel and Staffing
    1. Resolved: To Approve the Personnel and Staffing Agenda and Addendum as presented
       Moved by K. Dillon, seconded J. ABbott; passed unanimously

    2. Be it so hereby resolved that the following positions be created:

       1.0 FTE Transportation Coordinator, 12 months/year
       1.0 FTE Supervisor, Adult Education High School Equivalency Program, 12 months/year
       1.0 FTE Supervisor, Adult Education English for Speakers of Other Languages Program, 12 months/year
       Moved by J. Abbott, seconded C. Bowling; passed unanimously

12. Bids/Lease Purchases
    Resolved: To Accept the bid recommendations and awarding of the following bids and lease purchases as presented

    1. COOPERATIVE HEALTH AND SAFETY SUPPLIES
       Bid #RFB-2142-25

Henry Schein	$2171.72
Unipak Corp.	$930.80
Pyramid School Products	$887.28
Medco Supply	$647.57
School Health Corp	$436.86
Staples/Quill	$390.00
Interboro Packaging Corp.	$28.20

    2. COOPERATIVE CUSTODIAL SUPPLIES
       Bid #RFB-2144-25

Dobmeier Janitor Supply	$14,992.38

Interboro Packaging	$937.00
WB Mason Company	$135.18
Pyramid School Products	$55.68

3. COOPERATIVE BIDDING of DATABASES, RESEARCH TOOLS, E-BOOKS, AUTOMATION AND MEDIA FOR USE IN SCHOOL LIBRARY SYSTEMS "DREAM CONSORTIUM" SCHOOL YEAR 2026-2027

WHEREAS, A number of Boards of Cooperative Educational Services (BOCES) and School Library Systems (SLS) require software and database access
WHEREAS, The BOCES or SLS named below is desirous of participating with other BOCES and SLS in New York State in cooperatively procuring the software and database access, as authorized by General Municipal Law, Section 119-o, and
WHEREAS, The BOCES named below wishes to appoint the Albany-Schoharie-Schenectady-Saratoga BOCES (Capital Region BOCES) to advertise for, receive competitive proposals, and award contracts on their behalf; therefore
BE IT RESOLVED, That the BOCES listed below hereby appoints the Capital Region BOCES to represent it in all matters relating above, and designates the Daily Gazette Newspaper as the legal publication for all related legal notifications, and,
BE IT FURTHER RESOLVED, That the BOCES listed below authorizes Capital Region BOCES to represent it in all matters leading up to and including the entering into contracts for the purchase of the above mentioned software and database access, and,
BE IT FURTHER RESOLVED, That the BOCES listed below agrees to (1) abide by majority decisions of the participating districts; (2) abide by the award of the Capital Region BOCES Board; (3) and that after the award of contracts it will conduct all negotiations directly with the awarded contractors

Items 12.1-12.3 were moved together by J. Abbott, seconded K. Dillon; passed unanimously

13. Student Board Member Report
- CTE students helped at Salvation Army to organize clothing
- Craft and Vendor Sale will be held March 21, 2026 from 10 am – 4 pm at WEMOCO
- Pancake sale also in March
- Proceeds from both fundraisers will help students attend the state and national SkillsUSA competitions

14. Executive Officer's Report
Albany Updates: DS meeting is January 26-27. May be held via zoom due to impending winter storm
Local Updates:
- Dennis Laba attended a fundraiser for Gates Chili this month. The Gates Chili community hosted the Harlem Wizards

15. Upcoming Meetings/Calendar Events – the various meetings for the month were listed in the agenda

16. Other Items - none

17. Executive Session

At 6:41 pm, K. Dillon made a motion to adjourn the meeting to executive session to discuss matters related to a proposed lease of real property, as disclosure at this time would substantially affect the value of the property; seconded by J. Abbott; passed unanimously

Respectfully Submitted,

Kelly Mutschler
Clerk of the Board

Members Present

Dennis Laba, President
R. Charles Phillips, VP
John Abbott
Christa Bowling
Kathleen Dillon
Gerald Maar
Michael May
Stephanie Merkely
James Musshafen

Others present:
Karen Brown, Steve Roland, Tom Schulte,
Jill Slavny

At 6:45, a motion was made by M. May, seconded by K. Dillon, to come out of Executive Session; passed unanimously.

18. Adjournment

At 6:46 pm, a motion was made by K. Dillon, to adjourn the meeting, seconded by C. Phillips; passed unanimously.

Respectfully submitted,

Thomas K. Putnam
District Superintendent, Clerk Pro Tem