

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

DUE TO COVID-19, VIDEO CONFERENCING WAS UTILIZED (accord Executive Order 202.1). BOARD MEMBERS JOINED VIA ZOOM. IN-PERSON PUBLIC PARTICIPATION WAS NOT PERMITTED. THE PUBLIC WAS INVITED TO LISTEN BY DIALING 1-415-655-0001 (ACCESS CODE: 227 747 449).

Minutes of the Regular Meeting of the Board of Cooperative Educational Services, Second Supervisory District of Monroe and Orleans Counties, held on Wednesday, April 15, 2020, immediately following the Annual Meeting which began at 6:30 p.m. at the Richard E. Ten Haken Educational Services Center, Spencerport, New York 14559.

Special note: On March 18, 2020, it was decided to cancel the April 1, 2020 Annual Meeting due to COVID-19. Upon further review, it was deemed required to have an Annual Meeting so was rescheduled for April 15, 2020 via video conferencing.

Members Present In-Person:

Dennis Laba, President	Gerald Maar
John Abbott	

Members Present Remotely:

R. Charles Phillips, Vice President	George Howard
Kathleen Dillon	Michael May
John Heise	Constance Rockow

Staff Present In-Person:

Jo Anne Antonacci	Ian Hildreth
Ginger Critchley	Steve Roland

Staff Present Remotely:

Karen Brown, Esq.	Dr. Marijo Pearson
Stephen Dawe	Dr. Michelle Ryan
Tim Dobbertin	

1. Call the Meeting to Order  
At 6:35 p.m., immediately following the Annual Meeting which began at 6:30 p.m., the Regular meeting was called to order by President Laba.
2. Agenda/Items(s) Modifications  
Item 7.8 New Business for a COVID-19 resolution was added to the agenda.
3. Approval of Minutes  
Resolved: To approve the March 18, 2020, Regular Meeting Minutes as presented.  
  
Moved by G. Maar, seconded by J. Heise; passed unanimously.
4. Public Interaction  
There was no public interaction.

5. Financial Reports

S. Roland reported on the Treasurer's Report, WINCAP Report, Internal Claims Exception Log, Contractor Report, and Extra Class Quarterly Report.

Resolved: To approve the Treasurer's and WINCAP Reports as presented.

Moved by J. Abbott, seconded by G. Maar; passed unanimously.

6. Old Business

1. Capital Project planning was discussed by Steve Roland. It was agreed to proceed with design from LaBella; however, purchasing the property adjacent to WEMOCO North was placed on hold due to current issues with COVID-19.

7. New Business

1. Resolution to Approve COVID-19 Closure Resolution as presented.

WHEREAS, COVID-19 has resulted in the Federal, State and County governments declaring a state of emergency; and

WHEREAS the Governor of New York has ordered schools to be closed to prevent the transmission of COVID-19.

NOW, THEREFORE, the Monroe 2-Orleans BOCES Board resolves as follows:

1. The Board hereby declares the COVID-19 virus is an emergency for the BOCES.
2. The BOCES is closed for students beginning from March 16, 2020, terminating at the end of the mandated COVID-19 closure as directed by the Governor of New York and/or Monroe County Commissioner of Public Health to reopen schools.
3. During the period of school closure for students, the BOCES shall work to establish plans to ensure the continuity of learning to the extent feasible and appropriate.
4. Depending on the length of school closure, the Board may be required to amend the school calendar to address these extraordinary circumstances and make up instructional days.
5. The Monroe 2-Orleans BOCES authorizes the District Superintendent, effective March 16, 2020, during school closures occasioned by the COVID-19 virus to:
  - a. Continue the regular salaries and wages for employees paid annualized or contractual prescribed salaries;
  - b. Continue the regular salaries of long-term substitutes who have been expressly appointed by the Board of Education for service in particular assignments through the period of such appointment;
  - c. Pay hourly employees with regular and consistent hours pursuant to their average or adjusted weekly hours of work, as appropriate;
  - d. Not pay daily substitutes during closure unless specifically called upon to work during the closure;
  - e. Designate essential staff who are necessary to report to work locations in order to ensure the continued operations of the BOCES;

- f. Approve arrangements under which employees work from home or at remote locations;
  - g. Approve temporary re-assignment of work locations for employees as necessary;
  - h. May require staff to report prior to the return of students based on the guidance provided and circumstances of the region; and
  - i. Take other action(s) as needed.
6. The District Superintendent is authorized to follow the Federal, State and County orders and to take such action as necessary and proper to operate the BOCES during this time of emergency.

Motion by J. Abbott, seconded by G. Maar; passed unanimously.

2. Resolved: To approve the Monroe 2-Orleans BOCES Classified Staff and Teacher Calendars for 2020-2021 School Year as presented.

Motion by K. Dillon, seconded by J. Abbott; passed unanimously.

3. Resolved: To Approve 2020-2021 Board Meeting Dates as presented.

Motion by M. May, seconded by C. Rockow; passed unanimously.

4. T. Dobbertin gave an overview on the 2018-2019 Monroe 2-Orleans BOCES Report Card.
5. Resolved to Approve 2020 Lease Template to be used for the following Summer School Leases: Extended School Year Classroom, Regional Summer School Classroom and Regional Summer School Credit Recovery Program as presented.

Moved by J. Heise, seconded by G. Maar; passed unanimously.

6. Resolved: To Approve Donation of Various Literacy Instructional Materials as presented.

Moved by J. Abbott, seconded by M. May; passed unanimously.

7. The Retiree Luncheon was discussed. Due to COVID-19, the June Retiree Luncheon will be cancelled and postponed to Fall 2020. The board agrees this is a good idea.

8. Resolved to Approve COVID-19 Donation resolution as presented.  
WHEREAS, the novel coronavirus known as COVID-19 has been declared a pandemic and has led to various emergency declarations at the Federal, State and local level; and

WHEREAS, local medical institutions are in need of personal protective equipment (PPE) and other medical supplies to assist in caring for patients during the pandemic; and

WHEREAS, the Governor of the State of New York has asked for the public's assistance in the provision of items necessary for use by medical facilities and personnel in the treatment of patients during the pandemic; and

WHEREAS, the United States Department of Education has determined that if PPE and other medical supplies or equipment purchased with United States Department of Education funds are not needed for program activities, these much-needed items may be donated to local, State, Federal, Tribal, and Territorial public health agencies, as well as licensed private nonprofit hospitals and other licensed health providers.

WHEREAS, due to the closure of all schools and BOCES throughout the State pursuant to Executive Order 202.4, and the closure of the Monroe 2-Orleans BOCES to students pursuant to local order since March 14, 2020, the Monroe 2-Orleans BOCES has a supply of PPE and other medical supplies which are not currently needed for its educational program; and

WHEREAS, in response to this unprecedented public need, the Monroe 2-Orleans BOCES wishes to provide PPE and other medical supplies for use by medical facilities and personnel in the treatment of patients during the pandemic; and

WHEREAS, the Monroe 2-Orleans BOCES further wishes to make other medical equipment such as hospital beds and wheelchairs available for use by medical facilities and personnel in the treatment of patients during the pandemic.

NOW, THEREFORE, BE IT RESOLVED, that the Monroe 2-Orleans BOCES hereby donates identified PPE and other medical supplies to the Monroe County Department of Public Health for distribution to and use by medical facilities and personnel during the pandemic.

BE IT FURTHER RESOLVED that the Monroe 2-Orleans BOCES is authorized to make available to the Monroe County Department of Public Health medical equipment such as hospital beds and wheelchairs for distribution to and use by medical facilities and personnel during the pandemic. The Monroe 2-Orleans BOCES District Superintendent, or her designee, is directed to maintain an inventory of all such equipment loaned and establish procedures with the Monroe County Department of Public Health for the return of such equipment at the time it is no longer needed for the treatment of patients during the pandemic or is otherwise needed for the Monroe 2-Orleans BOCES program.

Motion by J. Heise, seconded by J. Abbott; passed unanimously.

8. Personnel and Staffing

1. Resolution to Approve Personnel and Staffing Agenda

Resolved: To approve the Personnel and Staffing Agenda as presented.

Motion by J. Abbott, seconded by G. Maar; passed unanimously.

9. Bids/Lease Purchases

Resolved: To accept the bid recommendations and awarding of the following bids and lease purchases as presented:

- 1. Resolution to Accept Cooperative Fine Paper Supplies Bid
 

Economy Paper Co.	\$379,512.07
W.B. Mason	\$43,688.80
  
- 2. Resolution to Accept Office and Classroom Supplies Bid
 

W.B. Mason	\$2,266.38
School Specialty Inc.	\$1,053.00
Pyramid School Products	\$994.92
Quill	\$758.64
National Art & School Supplies	\$512.64
Cascade School Supplies	\$283.64
Standard Stationery Supply Co.	\$84.00

3. Resolution to Accept Resolution to Accept Erie 1 Instructional Technology State Wide Licensing Agreements – Add on #3

WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for Assistive Technology products: TEQ, Ed Puzzle eSports products: High School eSports League, Play VS, and,

WHEREAS, The Monroe 2-Orleans BOCES is desirous of participating with other BOCES Districts in New York State in joint agreements for the software/learning packages and licensing mentioned above as authorized by General Municipal Law, Section 119-0, and,

BE IT RESOLVED, That the Monroe 2-Orleans BOCES Board authorizes Erie 1 BOCES to represent it in all matters leading up to and entering into a contract for the purchase of and licensing of the above mentioned software/learning packages, and,

BE IT FURTHER RESOLVED, That the Monroe 2-Orleans BOCES Board agrees to assume its equitable share of the costs associated with Erie 1 BOCES negotiating the Agreements, and,

BE IT FURTHER RESOLVED, That the Monroe 2-Orleans BOCES Board agrees (1) to abide by majority decisions of the participating BOCES on quality standards; (2) Erie 1 BOCES will negotiate contracts according to the majority recommendations; (3) that after contract agreement, it will conduct all purchasing arrangements directly with the vendor.

4. Resolution to Accept Resolution to Accept Erie 1 Distance Learning State Wide Licensing Agreements – Add on #2

WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for the 2019-2020 fiscal year for Learning Management System products: Frontline, MGRM Pinnacle, Otus, Skooler Distance Education Courses products: Spider Learning, Educere, Fuel Education, and,

WHEREAS, The Monroe 2-Orleans BOCES is desirous of participating with other BOCES Districts in New York State in joint agreements for the distance learning student courses mentioned above as authorized by General Municipal Law, Section 119-0, and,

BE IT RESOLVED, That the Monroe 2-Orleans BOCES Board authorizes Erie 1 BOCES to represent it in all matters leading up to and entering into a contract for the purchase of and licensing of the above mentioned courses, and,

BE IT FURTHER RESOLVED, That the Monroe 2-Orleans BOCES Board agrees to assume its equitable share of the costs associated with Erie 1 BOCES negotiating the Agreements, and,

BE IT FURTHER RESOLVED, That the Monroe 2-Orleans BOCES Board agrees (1) to abide by majority decisions of the participating BOCES on quality standards; (2) Erie 1 BOCES will negotiate contracts according to the majority recommendations; (3) that after contract agreement, it will conduct all purchasing arrangements directly with the vendor.

Motion by J. Abbott, seconded by G. Maar; passed unanimously.

10. Executive Officer’s Reports

Although schools are closed due to COVID-19, staff are still working behind the scenes to educate students, assist component districts, pay invoices, and handle payroll, just to name a few activities that are ongoing. Both superintendent searches are still progressing.

June Regents Exams have been cancelled. A Q&A has been distributed.

Superintendents are participating in daily remote meetings, as decisions are ongoing.

Districts and BOCES are all following the guidelines advised and required by Governor Cuomo, Dr. Mendoza, and County Executive Adam Bello.

11. Committee Reports

Labor Relations Committee (J. Abbott/J. Heise) – Cancelled due to COVID-19 closures.

Legislation Committee (D. Laba/K. Dillon) – Cancelled due to COVID-19 closures.

Information Exchange Committee (R. Charles Phillips/J. Heise) – Cancelled due to COVID-19.

12. Upcoming Meetings/Events

The various meetings for the upcoming month were listed on the agenda.

13. Other Items

There were no other items.

At 7:13 p.m., a motion was made by J. Abbott, seconded by M. May, passed unanimously to enter into Executive Session to discuss collective negotiations pursuant to Article 14 of the Civil Service Law.

Respectfully submitted,

Virginia M. Critchley  
Clerk of the Board

14. The Board entered into Executive Session at 7:15 p.m.

Members Present In-Person:

Dennis Laba, President  
John Abbott

Gerald Maar

Members Present Remotely:

R. Charles Phillips, Vice President  
Kathleen Dillon  
John Heise

George Howard  
Michael May  
Constance Rockow

Staff Present In-Person:

Jo Anne Antonacci

Steve Roland

Staff Present Remotely:

Karen Brown, Esq.  
Tim Dobbertin

Dr. Michelle Ryan

At 7:27 p.m. a motion was made by J. Abbott, seconded by J. Heise to come out of executive session; passed unanimously.

Resolution to Approve Teachers' Association Contract

That the Board approve the Agreement between the District Superintendent of Monroe 2-Orleans BOCES and the Monroe 2-Orleans BOCES Teachers' Association, for the period of July 1, 2020 – June 30, 2021, as presented.

Motion by G. Maar, seconded by J. Heise; passed unanimously.

15. Adjournment

At 7:28 p.m., a motion was made by J. Abbott to adjourn the meeting, seconded by C. Rockow; passed unanimously.

Respectfully submitted,

Jo Anne L. Antonacci  
Clerk Pro-Tem