

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

Minutes of the Regular Meeting of the Board of Cooperative Educational Services, Second Supervisory District of Monroe and Orleans Counties, held on April 19, 2023, at 6:00 p.m. at the Richard E. Ten Haken Educational Services Center, Spencerport, New York 14559.

Members Present:

|                                     |               |
|-------------------------------------|---------------|
| Dennis Laba, President              | Trina Lorentz |
| R. Charles Phillips, Vice-President | Gerald Maar   |
| John Abbott                         | Michael May   |
|                                     | Heather Pyke  |

Members Absent: Cindy Dawson, Kathleen Dillon

Staff Present:

|                   |                |
|-------------------|----------------|
| Jo Anne Antonacci | Marijo Pearson |
| Stephen Dawe      | Steve Roland   |
| Ian Hildreth      | Thomas Schulte |
| Kelly Mutschler   |                |

1. Call the Meeting to Order  
The meeting was called to order by President Laba at 6:00 p.m.
2. Pledge of Allegiance
3. Agenda Modifications -
4. Public Hearing: Code of Conduct – No comments were made
5. Approval of Minutes  
Resolved: To Approve the Minutes of the March 15, 2023, Meeting Minutes as presented.  
Moved by J. Abbott, seconded by G. Maar; passed unanimously
6. Public Interaction – There was no public interaction.
7. Financial Reports
  1. Resolved: To Accept the Treasurer’s Report as presented  
Moved by J. Abbott, seconded by G. Maar; passed unanimously.
  2. Resolved: To Accept the WinCap Report as presented  
Moved by J. Abbott, seconded by M. May; passed unanimously

8. Board Presentation –Assistant Superintendents Dr. Marijo Pearson and Thomas Schulte provided an update on the on the work of Diversity, Equity and Inclusion work of the Monroe 2-Orleans BOCES Inclusivity Action Community (IAC).
9. Old Business
  1. Updates were shared from the April 17., 2023 Space Committee meeting. The next Space Committee Meeting is scheduled for May 23, 2023.
10. New Business
  1. Resolved: To Approve the Monroe 2-Orleans BOCES Code of Conduct  
Moved by J. Abbott, seconded by G. Maar; passed unanimously
  2. First Reading Policies: 5142 – AEDs in Public Schools; 6421 – Student with Serious/Life-threatening Medical Conditions; 7123 – Use of Time Out Rooms  
Resolved: To Waive the Second Reading and Approve the Policies as Presented.  
Moved by M. May; seconded by J. Abbott; passes unanimously
  3. Resolved: To Approve the 2023 Lease Template – Summer Programs  
Moved by G. Maar, seconded by J. Abbott; passed unanimously
  4. Resolved: To Accept Donation of Nonworking Computers, Laptops and Printer from the Town of Brighton  
Moved by M. May, seconded by T. Lorentz: passed unanimously
  5. Resolved: to Accept Donation of 100 4”x8” Bricks from Miller Brick  
Moved by J. Abbott , seconded by C. Phillips; passed unanimously
  6. Resolved: To Accept Donation of Nonworking 2007 Toyota 4Runner by Barbara Denigris  
Moved by G. Maar, seconded by J. Abbott: passed unanimously
  7. Assistant Superintendent Tom Schulte reviewed the 2020-2021 Report Card. Enrollment increase was noted. Additionally, all GED participants who took the GED exam earned the HSE diploma.
11. Personnel and Staffing
  1. Resolved: To Approve the Personnel and Staffing Agenda as presented  
Moved by C. Phillips; seconded by J. Abbott; passed unanimously
  2. Resolved: That the following position be created:  
  
1.0 FTE Regional Community Schools Coordinator, 12 months/year  
Moved by C. Phillips, seconded by T. Lorentz; 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 Fine Paper Bid - Bid# RFB-2023-23
 

|                   |              |
|-------------------|--------------|
| Economy Paper Co. | \$280,404.56 |
| Lindenmeyr-Munroe | \$177,948.00 |
| W.B. Mason        | \$ 24,424.10 |
  
2. Cooperative Office and Classroom Supplies Bid - Bid # RFB-2024-23
 

|                                |             |
|--------------------------------|-------------|
| Quill                          | \$ 2,408.16 |
| Pyramid School Products        | \$ 827.96   |
| W.B. Mason                     | \$ 731.03   |
| Cascade School Supplies        | \$ 623.42   |
| School Specialty Inc.          | \$ 614.82   |
| National Art & School Supplies | \$ 470.26   |
  
3. Cooperative Calculator Bid - Bid #RFB-2025-23
 

|                  |           |
|------------------|-----------|
| EAI Education    | \$ 264.96 |
| The Bach Company | \$ 71.64  |

4. Whereas, Board of Cooperative Educational Services, Second Supervisory District of Monroe County (“BOCES 2”), a body politic and corporate duly organized and existing as a political subdivision, municipal corporation or similar public entity of the State of New York, is authorized by the laws of the State of New York to purchase, acquire and lease personal property and to enter into contracts with respect thereto; and

Whereas, pursuant to New York State Education Regulations contained at 8 NYCRR Part 170.3(f), and in furtherance of BOCES 2’s mission and essential functions, BOCES 2 desires to purchase, acquire and lease certain equipment constituting personal property in connection BOCES’s ongoing service programs; to wit, the Lessor anticipates entering into a contract with Wheatland-Chili Central School District (the “District”) relating to same; and

Whereas, in order to acquire such equipment, the BOCES 2 proposes to enter into with Toshiba (the “Lessor”), the form of which has been presented to the governing body of the BOCES 2 at this meeting; and

Whereas, the governing body of the BOCES 2 deems it for the benefit of the BOCES 2 and for the efficient and effective administration thereof to enter into the Agreement for the purchase, acquisition and leasing of the equipment therein described on the terms and conditions therein provided;

**Now, Therefore, Be It And It Is Hereby Resolved;**

*Section 1. Approval of Documents.* The form, terms and provisions of the Agreement and cross-contracts with the District (collectively, the “Agreements”) are hereby approved in substantially the form presented at this meeting, with such insertions, omissions and changes as shall be approved by counsel to BOCES 2 or other authorized representatives of BOCES 2 executing the same, the execution of such documents being conclusive evidence of such approval; and the BOCES 2 Board President is hereby authorized and directed to execute, and

the BOCES 2 District Superintendent is hereby authorized and directed to attest and countersign the Agreements and any related exhibits attached thereto, and the BOCES 2 District Clerk is hereby authorized to affix the seal of BOCES 2 to such documents.

*Section 2. Findings - Financial.* The BOCES 2 Board finds and determines that it is in BOCES 2's best financial interest to acquire the Equipment for the benefit of the District because:

(i) it provides an opportunity to use the equipment without committing to the full costs of purchase; and

(ii) after seeking competitive quotes, Lessor provides the most financially advantageous lease terms; and

*Section 3. Findings - Ordinary Contingent Expense.* The BOCES 2 Board finds and determines that the Equipment is necessary to maintain BOCES 2's educational program, preserve property or assure the health and safety of students and staff and thus payments under the Agreements constitute ordinary contingent expenses.

*Section 4. Other Actions Authorized.* The officers and employees of BOCES 2 shall take all action necessary or reasonably required by the parties to the Agreements to carry out, give effect to and consummate the transactions contemplated thereby and to take all action necessary in conformity therewith, including, without limitation, the execution and delivery of any closing and other documents required to be delivered in connection with the Agreements.

*Section 5. No General Liability.* Nothing contained in this Resolution, the Agreements nor any other instrument shall be construed with respect to BOCES 2 as incurring a pecuniary liability or charge upon the general credit of BOCES 2 or against its taxing power, nor shall the breach of any agreement contained in this Resolution, the Agreements or any other instrument or document executed in connection therewith impose any pecuniary liability upon BOCES 2 or any charge upon its general credit or against its taxing power, except to the extent that the Rental Payments payable under the Agreements are special limited obligations of BOCES 2 as provided in the Agreements.

*Section 6. Section 265(b)(3) Designation.* BOCES 2 hereby designates the Agreements as a "qualified tax-exempt obligation" for the purposes and within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended. BOCES 2 further represents that BOCES 2 reasonably anticipates that BOCES 2 and other entities that BOCES 2 controls will not issue tax-exempt obligations (including the Agreement) that exceed the aggregate principal amount of \$10,000,000 during the calendar year in which the Agreement is executed and delivered.

*Section 7. Severability.* If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

*Section 8. Effective Date.* This Resolution shall be effective immediately upon its approval and adoption.

5. WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for the 2022 – 2023 fiscal year, for eDynamic Learning, Electronic Gaming Federation, EliteGamingLive, Hive Class, Inc., Learnics, REX

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 record training sessions in Zoom and post those recorded sessions to the consortium, 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.

Items 12.1-5 Moved together by J. Abbott; seconded by M. May; passed unanimously.

13. Executive Officer's Report

Senior Deputy Commissioner James Baldwin has requested the assistance of District Superintendent Jo Anne Antonacci as a consultant in the search for a new District Superintendent for Wayne-Finger Lake BOCES. Current W-FL BOCES District Superintendent Dr. Vicma Ramos will be retiring as of June 30, 2023. Genesee Valley BOCES District Superintendent Kevin MacDonald will Interim-DS for Wayne-Finger Lakes BOCES upon Dr. Ramos' retirement.

Annual Meeting feedback was very nice and complimentary as always. Students from the Culinary, Baking, Hospitality classes assisted in the preparation and serving during the event. Students from the Criminal Justice program assisted with safety and security for the evening.

District Superintendent Antonacci attended the ReJob Graduation at the Rochester City Council Chamber. These adult education students partner with agencies and all of the graduates have secured jobs.

Monroe 2-Orleans BOCES hosted a hiring event on March 23, 2023. Almost all departments participated and over 40 applicants attended the event.

The SkillsUSA Craft and Vendor Show on March 25, 2023 was packed as usual. This is a fundraiser for the SkillsUSA team.

Medical Lab Assisting/Phlebotomy instructor Jim Payne and students visited the Monroe County Legislature Chambers for the purpose of requesting a proclamation declaring April 24<sup>th</sup> -28<sup>th</sup> 2023 Medical Laboratory Professionals

Week. County Executive Adam Bello will be visiting WEMOCO on April 24<sup>th</sup> for the proclamation ceremony and a tour of the CTE programs.

14. Committee Reports –

1. Labor Relations - Annual presentation on health care plan
2. Legislative Committee - Regent Wade Norwood spoke at the meeting and was glad to have newly appointed Regent Adrian Hale on the Board of Regents
3. Information Exchange Committee – Topic was “A High Functioning Board.” Dennis Laba participated as a panelist

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

16. Other items –

17. At 7:19 p.m. a motion was made by G. Maar to adjourn the meeting to Executive Session, seconded by M. May; passed unanimously.

Respectfully Submitted,

Kelly Mutschler  
Board Clerk

Members Present

Dennis Laba  
R. Charles Phillips  
John Abbott

Trina Lorentz  
Gerald Maar  
Michael May  
Heather Pyke

At 7:33. a motion was made by C. Phillips, seconded by M. May to come out of Executive Session; passed unanimously.

Be it so resolved: That the Board approves a salary increase of \$900.00 plus 2.2%, added to base salary, for the Classified Staff for the period of July 1, 2023 – June 30, 2024; and

That the Board approves the following changes to Classified Staff health insurance:

Staff hired prior to July 1, 2010:

Effective July 1, 2023: Blue Point 2 Value with a staff contribution rate of 12%

Staff hired on or after July 1, 2010:

Effective July 1, 2023: Blue Point 2 Value with a staff contribution rate of 18%

Moved by M. May; seconded by G. Maar; passed unanimously

17. Adjournment

At 7:34 p.m. a motion was made by C. Phillips to adjourn the meeting, seconded by J. Abbott; passed unanimously.

Respectfully Submitted,

Jo Anne L. Antonacci  
Clerk Pro Tem