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

MINUTES

of the Regular Meeting held on Wednesday, May 13, 2026, at 6:00 pm at the Richard E. Ten Haken Educational Services Center, 3599 Big Ridge Road, Spencerport, New York 14559

Members Present

R. Charles Phillips, VP
John Abbott
Christa Bowling
Kathleen Dillon
Gerald Maar
Michael May
James Musshafen
Xavier Williams

Absent: Salvatore DeLuca, Dennis Laba

Staff Present

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

Guests:

Toni Gagnier
Shabeli Acevedo
Brenda Sharp-Polite
Suzanne Maxim
Christine Farrell
Darin Milazzo
Terry Melore
Tina Bonfiglio
Heather Case
Christine Pisaturo Pursel
Jon Koeng
Debie Torres
Jenni Zulkosky
Sarah Davis
Melanie Dickson
Mara Culp
Doug Comanzo

1. The meeting was called to order by VP Phillips at 6:00 pm.

2. Pledge of Allegiance

3. There was no public interaction

4. SHINE Awards – The following staff were recognized by the board this month:
   - Darin Milazzo was recognized by Shawna Geareau-Kurtz, Director CWD
   - Brenda Sharp was recognized by Kerry Macko, Director Department for Exceptional Children
   - Debie Torres was recognized by Jon Koeng, Principal, CTE

5. Approval of Minutes
   Resolved: To Approve the Minutes of April 15, 2026, Regular Meeting
   Moved by M. May, seconded by K. Dillon; passed unanimously

6. Board Presentation - Exceptional Children Program Updates were presented by Director Kerry Macko and Instructional Specialists Tina Bonfiglio, Sarah Davis and Danielle Lunt. The board asked questions and gave special kudos to staff working with SEPTO for bringing families together. The board thanked the presenters who then left the meeting at 6:35 pm.

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

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

8. Old Business – The board reviewed a draft of Board Handbook. Comments and suggestions were noted by the board clerk and will be incorporated into a final version for board approval at a later date.

9. New Business
   1. Resolved: To Waive the Second Reading and Approve the Various Annual Policies as Presented.
   Moved by M. May, seconded J. Abbott; passed unanimously

   2. Resolved: To Adopt the 2026-27 Monroe 2-Orleans BOCES Budget
   Moved by K. Dillon, seconded J. Abbott; passed unanimously

   3. Resolved: To Approve 2026-27 Classroom Lease Template
   Moved by M. May, seconded K. Dillon; passed unanimously

   4. Resolved: To Approve 2026 Summer Program Lease Template
   Moved by C. Bowling, seconded K. Dillon; passed unanimously

   5. Resolved: To Accept Corrective Action Plan Comptroller's Audit 2025M-134
   Moved by M. May, seconded J. Musshafen; passed unanimously

   6. Resolved: To Accept Capital Project Bid as follows:

Contract No. 01	General Trades:	D'Agostino General Contractors
	Public Base Bid	$425,200
	Total for Award	$425,200
Contract No. 02	Mechanical:	Pipitone Enterprises
	Public Base Bid	$ 565,000
	Total for Award	$ 565,000

   Moved by J. Musshafen, seconded K. Dillon; passed unanimously

   7. Resolved: To Accept Re-Donation of 3 vehicles from Monroe Community College as follows:

      2018 GMC Terrain, VIN# 3GKALVEXOJL183844
      2015 Chevrolet Camaro, VIN# 1G1FH1R7XG0129942
      2017 GMC Sierra Diesel, VIN# 1GT`2UEY6HF2I4598

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

   8. Resolved: To Accept License Agreement for Space at Rochester Tech Park as Presented
   Moved by M. May, seconded J. Abbott; passed unanimously

9. Resolved: To Accept Turner Drive Amendment as Presented
Moved by K. Dillon, seconded M. May; passed unanimously

10. Personnel and Staffing

1. Resolved: To Approve the Personnel and Staffing Agenda as presented
Moved by J. Abbott, seconded by C. Bowling; passed unanimously

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

1.0 FTE	Associate Director of Post-Secondary Pathways, 12 months/year
1.0 FTE	Business & Education Alliance Coordinator, 12 months/year
3.0 FTE	Early College Access Specialist, 10 months/year
1.0 FTE	Grants and Budget Analyst, 12 months/year

Moved by K. Dillon, seconded by C. Bowling; passed unanimously. Job descriptions were requested.

11. Bids/Lease Purchases

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

1. Cooperative Pest Control
Bid #RFB-2169-26
Optimum Pest Pros LLC. $12,000.00

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 2026 – 2027 fiscal year, for 3P Learning, 7 Mindsets Academy, A+ Educators dba Woz ED, Accelerate Learning, Age of Learning, Inc, Aha Moments, Inc., Airia Holdings LLC dba Brain Freeze LLC, American Reading, Amplify Education, Inc., Apple, Ativion (formerly Impero Software),B.E. Publishing, Beable Education, Benchmark Education Company LLC, Blocksi, Boddle Learning Inc., Boom Learning, Brain Pop, Branching Minds LLC, Breakout EDU, Bright Village Ventures LLC, Brisk Labs Corp., Carahsoft, Carnegie Learning, CDW Lightspeed Soutions LLC dba Lightspeed Systems, CEED, Inc., Cengage Learning, Inc. (formerly Gale), CentralReach, LLC, CharmTech Labs, LLC, Classwork.com dba Work on Learning, Inc., CMS Neptune, Code.org, CodeCombat, CodeHS, Inc., Code Monkey, Coder Kids, Inc. DBA Ellipsis Education, Committee for Children, Concourse Tech Inc., Cordance Operations LLC dba Hapara, Creative Empire dba Mango Languages, Curipod Inc., Curriculum Associates, Deeloh Technologies, Inc. (DBA Extempore), Defined Learning, Delta Math Solutions, Digital Respons-Ability, Discovery Education, Drone Sports Inc., DroneBlocks LLC, EBSCO, EdforTech Alliance, EdforTech Corp., Edia Learning, EdTechLive dba LessonLoop, Edmentum, EdPuzzle, Education Advanced, Education, Training and Research Associates (ETR), Educational Vistas, EduPlanet21, eDynamic Holdings, LP, Electronic Gaming Federation, Elemetari LLC, EliteGamingLive, Encyclopedia Britannica, Inc., Ereflect Inc, eSpark Learning Inc., EverFi, Family Zone dba Linewize, Faria (Rubicon

West, Inc.), Find Your Grind Inc., Flint, Forward Education, Frontline Technologies Group, Genially, Grammar Flip, LLC, Great Minds PBC, Harris Education Solutions (eDoctrina), Hello World CS, Hiperware Labs, Hive Class, Inc., HMH Education Company (formerly Houghton Mifflin Harcourt), imagiLabs AB, Imagine Learning LLC, Immersed Games, Infobase Holdings, Instructional Empowerment Inc. dba Marzano Evaluation Center, Instructure, Intelitek Inc. (Coder Z), iSafe, iStation (Imagination Station), IXL Learning, Just Right Reader, Kahoot! ASA, Khan Academy, Kialo GmbH, Kiddom, Kinems, Kira Learning, Knowt Inc., Koalluh, Inc. dba LitLab.ai, Kognity, US, Inc., Lazel, Inc., a Cambium Learning Group company (Formerly ExploreLearning and Learning A-Z), Learn By Doing, Learnics, Learning Ally, Learning Explorer Inc. , Learning Without Tears, Learning.com, Legends of Learning, LEGO Brand Retail, Inc. dba Lego Education, Lexia Learning Systems LLC, Liminex Inc. dba GoGuardian and Pear Deck Learning, Linkit, Local Impact, Logisoft Computer Products, LLC, MagicSchool Inc., Maia Learning, Makers Empire, Mathspace Inc., MantisEDU Inc., McGraw Hill, Merlyn Mind Inc., Mind Education, Moby Max Education, Mosa Mack Science, Inc., Mr. Elmer LLC, MusicFirst, Newsela, NextWave Stem, No RedInk, Noiz Ivy, Inc. dba OYOclass.com, Notable dba Kami, Panorama Education, Pearson, Performance Learning Systems dba PLS 3rd Learning, Platform Athletics, LLC, Play Vs Inc. (acquitted by High School eSports League), PowerSchool Holdings, LLC dba PowerSchool Group LLC, Prometric, Prisms of Reality Inc., ProSolve, LLC, Quaver, Radish Education dba Magma Math, Reading Horizons, Renaissance Learning, Rethink Autims dba Rethink ED, Right Reason Technologies, Ripple Effects, Riverside Assessments LLC dba Riverside Insights (formerly Aperture Education LLC), RocketLit Inc., Robo Wunderkind, Rocket Drones, Inc., SAM Labs, SAY IT Labs Inc, SchoolAI, SchoolBeat (formerly MooZoom), SchooLinks, SchoolStatus LLC (formerly SchoolBinder dba TechBoost), Scoir, Securly Inc., SeeSaw Learning, SkillStruck Inc., Smart Science Education (acquired by Pitsco Education, Inc.), Springbay Studio Ltd., STEM SIMS, Study.com LLC, Suntex, Superluminal Technology, Inc. dba Passport for Good, Tech4Learning, TechRow, Tequipment, The Language Express dba Brighten Learning, Thimble.io, Think Group Holdings, Inc. dba Frenalytics, Think Tech Solutions, Thriving Students Collective Inc,, TinkRworks, Inc., Tools For Schools, TouchMath Acquitision LLC dba TouchMath LLC, TrueMark Systems Corporation, Unruly Studios Inc., Varsity Tutors for Schools (Nerdy), Vernier Science Education, Vivi, LLC, Wakelet, Wallwisher, Inc. dba Padlet, Waterford, Wayground (formerly Quizizz, WeVideo, WhyMaker, William H. Sadlier, Inc, World Book, Inc., World Wide Scholastic eSports Foundation (NASEF), XAP Corporation, Xello, YourWay Learning (LINC, Learning Innovation Catalyst),YouScience, LLC, zSpace Inc.

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.

3. WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for the 2026-2027 fiscal year for BookNook Inc., Connections Education LLC dba Pearson Virtual Schools, D2L Ltd., Edmentum, eDoctrina, Educere, Florida Virtual School (FlexPoint Education), Fullmind (Formerly iTutor), Imagine Learning LLC, Instructure, Inc., Kaltura, MGRM Pinnacle, MyVRSpot (dba MyVideoSpot), Panapto, Inc., PowerSchool, Right Reason Technologies, Spider Learning, Inc., Tutor Me Education, Varsity Tutors for Schools LLC

   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 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 11.1-3 were moved together by M. May, seconded by J. Abbott; passed unanimously

12. Student Board Member Report - X. Williams was not present

13. Executive Officer's Report

- April 15, 2026 Annual Meeting was attended by 108 component board members, superintendents and administrators. Candidates for open seats were introduced. Terry Melore will be taking over for Chuck Phillips who is not seeking another term after 35 years of service to the BOCES Board. Salvatore DeLuca will be completing the term vacated by Stephanie Merklel for the Holley CSD.
- BOCES 2 Dental Assisting Program represented us at the BOCES Expo Day in Albany on April 20, 2026
- The SkillsUSA Signing Day took place on May 6, 2026 at the Lowes in Brockport.
- Community Champions Breakfast celebrated area business partnerships with Districts. The event was coordinated by ACT for Education and Junior Achievement
- Greater Rochester Chamber of Commerce Meeting – April 17
- Spring CTE Local Advisory – May 7
- Advisory Councils continue to meet with focus on the areas of Human Resources, Employee Experience, Instructional Spaces, and Strategic Planning

- Assistant Superintendent Search Process Update
- Education Foundation Sponsor Event was held May 12

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

15. Other Items - Mike May and Jim Musshafen reported back that the National School Boards Association was productive.

16. Executive Session
At 7:05 pm, a motion was made by M. May to adjourn to executive session, seconded by J. Abbott; passed unanimously.

Respectfully Submitted,

Kelly Mutschler
Clerk of the Board

Members Present
R. Charles Phillips, Vice- President
John Abbott
Christa Bowling
Kathleen Dillon
Gerald Maar
Michael May
James Musshafen
Others present: Karen Brown, Steve Roland

At 7:44 pm, a motion was made by J. Abbott, seconded by M. May to come out of Executive Session; passed unanimously.

Be it so hereby resolved that:

1. *The Board approves a salary increase of 4.0% for the Classified Staff hired prior to April 1, 2026, for the period of July 1, 2026 – June 30, 2027;*

2. *The Board approves the following changes to Classified Staff health insurance:*
Staff hired prior to July 1, 2010:
Effective January 1, 2027: Blue Point 2 Value with a staff contribution rate of 14%
Staff hired on or after July 1, 2010:
Effective January 1, 2027: Blue Point 2 Value with a staff contribution rate of 20%.

Moved by J. Abbott; seconded by J. Musshafen; motion carried.

17. Adjournment At 7:45 pm, a motion was made by K. Dillon, to adjourn the meeting, seconded by M. May; passed unanimously.

Respectfully submitted,

Thomas K. Putnam, Ed.D.
District Superintendent, Clerk Pro Tem