

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

MINUTES

of the Regular Meeting held on Wednesday, August 16, 2023, at 6:00 p.m. at the Richard E. Ten Haken Educational Services Center, Spencerport, New York 14559.

Members Present

Dennis Laba, President

R. Charles Phillips, Vice President

Cindy Dawson

Kathleen Dillon

Trina Lorentz

Gerry Maar

Michael May

Absent: John Abbott, Heather Pyke

Staff Present

Jo Anne Antonacci

Karen Brown

Stephen Dawe

Ian Hildreth

Kelly Mutschler

Marijo Pearson

Steve Roland

Tom Schulte

1. The meeting was called to order by President Laba at 6:00 pm.
2. Pledge of Allegiance
3. Agenda Modification - There was an addition to the agenda at 10. New Business, Item 18.
4. Approval of Minutes
Resolved: To Approve the Minutes of the July 12 ,2023 Reorganization and Regular Meeting
Moved by M. May, seconded by K. Dillon; passed unanimously
5. There was no public interaction
6. Financial Reports
Resolved: To Accept the Treasurer's Report as presented
Moved by K. Dillon, seconded by G. Maar; passed unanimously

Resolved: To Accept the WinCap Report as presented
Moved by G. Maar, seconded by K. Dillon; passed unanimously
7. Audit Committee
Resolved: To Approve the Minutes of the July 12, 2023, Audit Committee Meeting
Moved by M. May, seconded by G. Maar; passed unanimously
8. Board Presentation - Assistant Superintendent for Finance and Operations Steve Roland presented the Annual Operations and Maintenance Report. Mr. Roland and District Superintendent Jo Anne Antonacci answered questions posed by the board. C. Dawson

requested an addition to the presentation be added showing the planned vs. unplanned work order. The board thanked Steve and Jo Anne.

9. Old Business

1. Assistant Superintendent for Curriculum, Instruction and Professional Development Marijo Pearson reviewed the Monroe 2-Orleans BOCES Equity Plan. Dr. Pearson took questions from the board.

10. New Business

1. Resolved: To Approve the 2023-24 District Wide School Safety Plan (S.A.V.E.) as Presented
Moved by K. Dillon, seconded by G. Maar; passed unanimously
2. Resolved: To waive the second reading and approve Policy Series 4000
Moved by M. May, seconded by G. Maar; passed unanimously
3. Resolved: To waive the second reading and Approve Policies 6209 - Physical Restraint, 6212 - Student Discipline, Suspension and Corporal Punishment, 7123 - Use of Time Out Rooms
Moved by K. Dillon, seconded by C. Phillips; passed unanimously
4. Medicare Update - Steve Roland provided the board with an update relating to the Medicare RFP and answered the board's questions.
5. Resolved: To Approve a two-year lease with Roberts Wesleyan University as presented.
Moved by C. Philips; seconded by G. Maar; passed unanimously
6. Resolved: To Approve a 3-year lease with BOXX Modular, Inc. as presented
Moved by K. Dillon, seconded by C. Phillips ; passed unanimously
7. Resolved: To Approve CTE Equipment Reserve Fund Contribution of \$65,000
Moved by M. May, seconded by G. Maar; passed unanimously
8. Resolved: To Approve Expenditures from Retirement Contribution Reserve Fund of \$442,904
Moved by K. Dillon, seconded by M. May; passed unanimously
9. Resolved: To Approve Resolution to Approve Teachers' Retirement Contribution Reserve Sub-Fund Contribution of \$323,325
Moved by M. May, seconded by K. Dillon; passed unanimously
10. Resolved: To Approve Resolution to Approve Insurance Reserve Fund Contribution of \$300,00
Moved by G. Maar, seconded by M. May; passed unanimously
11. Resolved: To Approve Resolution to Approve Liability Reserve Fund Contribution of \$100,000
Moved by M. May, seconded by G. Maar; passed unanimously

- 12. Resolved: To Accept donation of Hand Tools from Mr. Rick Tuffo
Moved by G. Maar, seconded by T. Lorentz ; passed unanimously
- 13. Resolved: To Accept Donation of Boilers and Water Heater/Storage Tank from VP Supply Corp.
Moved by K. Dillon, seconded by G. Maar; passed unanimously
- 14. Resolved: To Approve BOCES 2 United Professionals Non-3012-d Members Annual Performance Review Plan 2023-26 Manual
Moved by G. Maar, seconded by K. Dillon; passed unanimously
- 15. Resolved: To Approve BOCES 2 United Professionals State Approved Teacher Annual Professional Performance Review (APPR) Plan 2023-24
Moved by K. Dillon, seconded by G. Maar; passed unanimously
- 16. Resolved: To Approve State Approved Principal Annual Professional Performance Review (APPR) Plan 2023-24
Moved by G. Maar, seconded by K. Dillon; passed unanimously
- 17. Resolved: To Designate D. Laba as the voting delegate and K. Dillon as the alternate for the NYSSBA Convention.
Moved by M. May, seconded by G. Maar; passed unanimously
- 18. Resolved: To Accept Donation of Carburetor and Maintenance Documentation
Moved by G. Maar, seconded by M. May; passed unanimously

11. Personnel and Staffing

- 1. Resolved: To Approve the Personnel and Staffing Agenda as presented
Moved by G. Maar, seconded by K. Dillon; passed unanimously
- 2. Resolved: That the Board approve the following substitute/per diem/hourly pay rates effective July 1, 2023:

Cleaner substitute	\$15.25/hour
Clerical substitute	\$16.00/hour
Clerical substitute who is a BOCES 2 retiree subbing in a non-similar position	\$20.00/hour
Clerical substitute who is a BOCES 2 retiree subbing in a similar position	Hourly rate retired at, capped at \$30.00/hour
College Co-op student	\$18.00/hour
Interpreter substitute	\$32.45/hour
Job Training Specialist substitute	\$18.00/hour
Job Training Specialist substitute who is a BOCES 2 retiree	\$20.00/hour
Registered Nurse substitute	\$31.56/hour
Security Worker substitute	\$25.00/hour
Student Behavioral Assistant substitute	\$18.00/hour
Student Behavioral Assistant substitute	\$20.00/hour

who is a BOCES 2 retiree	
Student Helper	\$14.20/hour
Teacher substitute per diem	
Uncertified teacher	\$145/day; \$175 after 40 days
Certified teacher	\$160/day; \$185 after 40 days
Teacher Immersion Fellows	\$110/day
Teacher Aide substitute	\$16.00/hour
Teacher Aide substitute	\$18.00/hour
who is a BOCES 2 retiree	
Tutor	\$35.00/hour

Moved by G. Maar, seconded by K. Dillon; passed unanimously

12. Bids and Lease/Purchases

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

1. HVAC Equipment Bid #RFB-2069-23
GOHVACRSUPPLY \$33,380.00
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 2023 - 2024 fiscal year, for Carnegie Learning.

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.

Moved by G. Maar, seconded by K. Dillon; passed unanimously

13. Executive Officer's Report

Opening Day is September 5, 2023. Doors open at 7:45 am. The formal program will begin at 8:30 am. Board members are invited to participate. The Focus for 2023-24 is "No Stopping Us Now."

We continue our recruitment efforts with hiring events and advertisements in print, broadcast and social media platforms. There are vacancies in many departments.

The Wayne-Finger Lakes BOCES District Superintendent search is moving toward the end.

In October, members of the Rochester Community Foundation and foundation president Simeon Banister will be touring WEMOCO. Monroe 2-Orleans Educational Foundation President Joe Kelly and District Superintendent Jo Anne Antonacci will be welcoming the group and CTE Executive Principal Jill Slavny will be giving the guided tour.

Early in August, a group of about 20 CTE retirees gathered for lunch in Spencerport to reconnect. Jo Anne Antonacci gave kudos to Assistant Superintendent for Human Resources for her work in keeping BOCES 2 retirees connected.

14. Upcoming Meetings/Calendar Events - the various meetings for the month were listed in the agenda
15. Other Items - After a poll of board members, it was discovered that there would not be enough board members for a quorum at the September board meeting scheduled for September 20, 2023. A quick poll was taken for an alternative date. The board meeting will be rescheduled for Wednesday, September 27, 2023.
16. At 7:15 p.m. a motion was made by M. May to adjourn to executive session; seconded by K. Dillon; passed unanimously

Respectfully Submitted



Kelly Mutschler
Clerk of the Board

Members Present

Dennis Laba	Trina Lorentz
R. Charles Phillips	Gerry Maar
Cindy Dawson	Michael May
Kathleen Dillon	

At 7:35 p.m. a motion was made by C. Phillips, seconded by M. May to come out of Executive Session; passed unanimously.

Resolved: To Approve the 2023-24 Monroe 2-Orleans BOCES building-level emergency response plans for:

- 2023-24 BOCES 4 Science 38 Turner Dr Spencerport NY
- 2023-24 CaTS Comm and Tech Service Center 3625 Buffalo Rd Gates NY
- 2023-24 CMC Warehouse 35 Turner Dr Spencerport NY
- 2023-24 ESC Emergency Response Plan

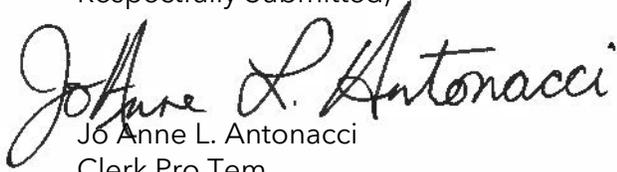
- 2023-24 Ridgecrest Emergency Response Plan
- 2023-24 Transitions (Paul Rd) 849 Paul Rd Rochester NY
- 2023-24 Village Plaza 16-18-20 Slayton Ave Spencerport NY
- 2023-24 WEMOCO 3589 Big Ridge Rd. Spencerport NY
- 2023-24 Westside Academy 3555 Buffalo Road
- 2023-24 Westview Emergency Plan

Moved by M. May, seconded by K. Dillon; passed unanimously.

17. Adjournment

At 7:36 p.m. a motion was made by C. Phillips to adjourn the meeting, seconded by G. Maar; passed unanimously.

Respectfully Submitted,


Jo Anne L. Antonacci
Clerk Pro Tem