

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 August 17, 2022, 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	Mike May
Cindy Dawson	Heather Pyke
Kathy Dillon	

Staff Present:

Jo Anne Antonacci	Kelly Mutschler
Karen Brown, Esq.	Marijo Pearson
Tom Burke	Steve Roland
Stephen Dawe	Dr. Michelle Ryan
Ian Hildreth	Thomas Schulte
	Lynda VanCoske, Esq.

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 – New Business Item 10.6 was removed.

4. Approval of Minutes

Resolved: To Approve the Minutes of the July 13, 2022, Reorganizational -Regular Meeting Minutes as presented.

Moved by C. Phillips, seconded by C. Dawson; passed unanimously

5. Public Interaction – There was no public interaction.

6. Financial Reports

1. Resolved: To Accept the Treasurer's Report as presented

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

2. Resolved: To Accept the WinCap Report as presented

Moved by C. Phillips, seconded by K. Dillon; passed unanimously

7. Audit Committee – Steve Roland reviewed the Audit Committee Meeting Minutes with the board. There were no questions from the board.

8. Board Presentation – Tom Burke presented the Operations and Maintenance Annual Review and answered questions from the board. Tom left the meeting at 6:25 p.m.

9. Old Business

1. Resolved: To Approve the 2022-23 District-Wide School Safety (SAVE) Plan
Moved by K. Dillon, seconded by H. Pyke; passed unanimously.
2. Resolved: To Appoint K. Dillon as an Alternate for the Monroe County School Boards Information Exchange Committee.
Moved by H. Pyke, seconded by C. Dillon; passed unanimously
3. District Superintendent JoAnn Antonacci reviewed the pre-pandemic rules for use of videoconferencing and new requirements for adopting a resolution and policies. After discussion, the board decided that at the expiration of the governor's executive ordered state of health emergency, Monroe 2-Orleans BOCES will abide by pre-pandemic Open Meetings Law. A resolution and policies outlining videoconferencing use will not be adopted at this time.
4. The Board discussed possible dates/attendees for Board Development in the 2022-23 school year. The first board development session will take place on September 21, 2022, immediately preceding the board meeting and will include the District Superintendent and Executive Cabinet. The second session will be in December immediately following the December 21, 2022 board meeting and will include interaction with District Superintendent and Cabinet. There will be an additional session in the Spring of 2023 for the Board and District Superintendent only.

10. New Business

1. First Reading policy Series 1000 and 2000

Resolved: To waive Second Reading and Approve Policy Series 1000 as presented.

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

Resolved: To waive the Second Reading and Approve Policy Series 2000 as presented.

Moved by C. Phillips, seconded by M. May; passed unanimously

Lynda VanCoske left the meeting at 6:35 p.m.

2. Resolved: To Approve 2021-2023 Professional Learning Plan
Moved by H. Pyke, seconded by C. Phillips; passed unanimously.
3. Resolved: To Approve CTE Equipment Reserve Fund Contribution of \$25,000.00
Moved by K. Dillon, seconded by M. May; passed unanimously.
4. Resolved: To Approve Teachers' Retirement Contribution Reserve Sub-Fund Contribution of \$430,882.00
Moved by M. May, seconded by K. Dillon; passed unanimously.
5. Resolved: To Approve Insurance Reserve Fund Contribution of \$100,000.00
Moved by M. May, seconded by H, Pyke; after discussion the resolution was amended to increase the contribution to \$200,000.00; this amended resolution passed unanimously.
- ~~6. Resolved: To Approve Lease with Tech Park Owner, LLC (RTP)~~
Removed from the Agenda by Assistant Superintendent for Finance and Operations Steve Roland preceding the business meeting. The lease was not ready for approval.
7. Resolved: To Accept Donation of 6 Ton AC Compressor from LaBella Associates
Moved by K. Dillon, seconded by H. Pyke; passed unanimously.

8. Resolved: To Designate K. Dillon as the voting delegate and C. Phillips as the alternate for the NYSSBA Convention.
Moved by C. Phillips, seconded by H. Pyke; passed unanimously.
9. District Superintendent reviewed registration process for NYS School Boards Association Annual Convention. Discussion followed.

11. Personnel and Staffing

1. Be it so hereby resolved that the following position be created:
1.0 FTE Assistant Manager, Communications Group, 12 months/year
Moved by C. Phillips, seconded by K. Dillon; passed unanimously
2. Resolved: To Approve the Personnel and Staffing Agenda as presented
Moved by M. May; seconded by K. Dillon; passed unanimously
3. Resolved: That the Board approve the following substitute/per diem/hourly pay rates effective July 1, 2022:

Cleaner substitute	\$13.20/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	\$15.00/hour
Interpreter substitute	\$32.45/hour
Job Training Specialist substitute	\$18.00/hour
Licensed Practical Nurse substitute	\$20.01/hour
Registered Nurse substitute	\$31.05/hour
Student Behavioral Assistant substitute	\$18.00/hour
Student Behavioral Assistant substitute who is a BOCES 2 retiree	\$20.00/hour
Student Helper	\$13.20/hour
Teacher substitute per diem	
Uncertified teacher	\$145/day; \$175 after 40 days
Certified teacher	\$160/day; \$185 after 40 days
Teacher Immersion Fellows	\$100/day
Teacher Aide substitute	\$16.00/hour
Teacher Aide substitute who is a BOCES 2 retiree	\$18.00/hour
Tutor	\$20.00/hour

Moved by T. Lorentz, seconded by H. Pyke; passed unanimously

12. Bids/Lease Purchase

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

Bid #RFB-2015-22	2022 or Newer Chevrolet Silverado K3500 Service Truck
Van Bortel	\$64,025.00

Moved by C. Phillips, seconded by K. Dillon; passed unanimously.

13. Executive Officer's Report

The District Superintendent's meeting was held August 1-2, 2022, at Washington-Saratoga-Warren-Hamilton-Essex (WSWHE) BOCES . A State-wide CTE Network was formed and District Superintendents Jo Anne Antonacci and Jeffery Matteson (Tompkins-Seneca-Tioga BOCES) will provide guidance. This group will be focusing on several issues including pathways to certification of individuals coming out of industry to become classroom instructors and providing more CTE opportunities to individuals with disabilities.

Opening Day is September 6, 2022. The program begins at 11:30 a.m. The keynote speaker is Regent Wade Norwood who will kick off this year's focus, "Everyone Has a Story," by sharing his story with the staff. It is especially fitting that Regent Norwood be here for the introduction of our culturally responsive framework as it is a Board of Regents initiative.

Superintendents recently met with Monroe County Department of Health Commissioner Dr. Michael Mendoza. Dr. Mendoza does not anticipate the need for masks or social distancing going into the new school year but will work with district leadership to provide information to communities should conditions change.

14. Committee Reports – Committee meetings have not begun for the 2022-23 year.

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

16. Other Items – There were no other items.

17. At 6:55 p.m. a motion was made by C. Phillips to adjourn the meeting to Executive Session, seconded by M. May; passed unanimously.

Respectfully Submitted,


Kelly Mutschler
Clerk of the Board

Members Present

Cindy Dawson
Kathleen Dillon
Dennis Laba

Trina Lorentz
Michael May
R. Charles Phillips
Heather Pyke

Staff Present

Jo Anne Antonacci
Karen Brown
Marijo Pearson

Michelle Ryan
Steve Roland

At 7:20 p.m. a motion was made by C. Phillips; seconded by K. Dillon to come out of executive session; passed unanimously.

Resolved: To Approve the 2022-23 Monroe 2-Orleans BOCES building-level emergency response plans for:

2022-23 BOCES 4 Science 38 Turner Dr Spencerport NY
2022-23 CaTS Comm and Tech Service Center 3625 Buffalo Rd Gates NY
2022-23 Center for Workforce Development 3555 Buffalo Rd Gates NY
2022-23 CMC Warehouse 35 Turner Dr Spencerport NY
2022-23 ESC Emergency Response Plan
2022-23 Ridgecrest Emergency Response Plan
2022-23 RTP Emergency Response Plan
2022-23 Transitions (Paul Rd) 849 Paul Rd Rochester NY
2022-23 Village Plaza 16-18-20 Slayton Ave Spencerport NY
2022-23 WEMOCO 3589 Big Ridge Rd. Spencerport NY
2022-23 Westview Emergency Plan

Moved by C. Phillips, seconded by K. Dillon; passed unanimously.

18. Adjournment

At 7:20 p.m. a motion was made by M. May to adjourn the meeting, seconded by K. Dillon; passed unanimously.

Respectfully submitted,



Jo Anne L. Antonacci
Clerk Pro Tem