

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 Wednesday, August 19, 2020 at 6:30 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
John Abbott
Kathleen Dillon
John Heise

Gerald Maar
Michael May
Constance Rockow
Elizabeth VenVertloh

Staff Present:

Jo Anne Antonacci
Karen Brown, Esq.
Tom Burke
Virginia Critchley
Steve Dawe
Tim Dobbartin

Ian Hildreth
Dr. Marijo Pearson
Steve Roland
Dr. Michelle Ryan
Lynda VanCoske, Esq.

Guests:

Kelly Mutschler
Joseph Pallatto (Campus Construction)

1. Call the Meeting to Order
The meeting was called to order by President Laba at 6:30 p.m.
2. Pledge of Allegiance
3. Agenda/Items(s) Modifications
There were no changes to the agenda. On behalf of the entire board, Board President Laba expressed thanks and gratitude to District Superintendent Antonacci for the immense effort she has put forth, and continues to put forth, towards assisting students, staff, and families throughout the COVID-19 pandemic. He also welcomed Kelly Mutschler who attended the board meeting. Kelly officially starts working at Monroe 2-Orleans BOCES on August 24, 2020, and will replace Ginger Critchley who will be retiring at the end of September.
4. Approval of Minutes
Resolved: To approve the July 7, 2020 Reorganizational-Regular Meeting Minutes as presented.

Motion by K. Dillon, seconded by M. May; passed unanimously.
5. Public Interaction
There was no public interaction.

6. Financial Reports

The Treasurer's Report, WINCAP Report, Internal Claims Exception Log, Bi-Annual Educational Foundation Fund Activity Statement, and Extra Class Report were in the board packet.

Resolved: To approve the Treasurer's Report as presented.

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

Resolved: To approve the WINCAP Report as presented.

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

7. Audit Committee Update

1. The July 7, 2020 Audit Committee Meeting Minutes were in the board packet.

8. Old Business

1. Joseph Pallatto from Campus Construction gave a capital project update. He left the meeting at 6:40 p.m.

2. Resolved: To approve the Revised Monroe 2-Orleans BOCES Faculty/Students Calendar for 2020-2021 School Year as presented.

Motion by J. Heise, seconded by M. May; passed unanimously.

9. Director of Operations and Maintenance Tom Burke presented an annual review on Operations and Maintenance. The board asked questions and thanked him for his presentation.

10. New Business

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

WHEREAS, on March 16, 2020, the New York State Governor declared, under Executive Order 202.4, all schools within New York State to be closed to students no later than March 18, 2020 for a period of two weeks, ending on April 1, 2020, in response to the COVID-19 public health emergency; and

WHEREAS, various subsequent executive orders were issued by the New York State Governor resulting in the closure of schools to students for the remainder of the 2019-2020 school year; and

WHEREAS, on or about July 13, 2020, the New York State Department of Health issued interim guidance for in-person instruction at Pre-K to Grade 12 schools during the COVID-19 public health emergency for the 2020-2021 school year; and

WHEREAS, on or about July 16, 2020, the New York State Education Department released reopening guidance for schools for the 2020-2021 school year.

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

1. In an effort to comply with reopening requirements, the Board hereby temporarily suspends any Board policy or administrative regulation/procedure that conflicts with any

current or future federal, state, or local law, regulation, executive order, and/or state or federal guidance released for the purpose of reopening of schools.

2. The District Superintendent is authorized to follow the federal, state, or local laws, regulations, executive orders, and/or State or federal guidance over conflicting Board policies and to take such action as necessary and proper for the purpose of reopening the BOCES and maintaining the BOCES and instruction during the 2020-2021 school year.

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

L. VanCoske gave an update about the COVID-19 Resolution.

2. First Reading of Policy Series 4000

Resolved: To waive Second Reading for Policy Series 4000 as presented.

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

Resolved: To approve the Second Reading for Policy Series 4000 as presented.

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

L. VanCoske left the meeting at 6:55 p.m.

3. Resolution to Approve CTE Equipment Reserve Fund Contribution of \$100,000.00

Resolved: That based upon the recommendation of the District Superintendent, the Monroe 2-Orleans BOCES Board authorizes a contribution to the previously established Career and Technical Education (CTE) Equipment Reserve Fund in the amount of \$100,000.00 from 2019-20 school year expenditures as presented.

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

4. Resolution to Approve Expenditures from Retirement Contribution Reserve Fund of \$871,817.73

Resolved: That based upon the recommendation of the District Superintendent, the Monroe 2-Orleans BOCES Board authorizes expenditures from the previously established Retirement Contribution Reserve Fund in the amount of \$871,817.73 from the 2019-20 school year as presented.

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

5. Resolution to Approve Teachers' Retirement Contribution Reserve Sub-Fund Contribution of \$441,502.00

Resolved: That based upon the recommendation of the District Superintendent, the Monroe 2-Orleans BOCES Board authorizes a contribution to the previously established Teachers' Retirement Contribution Reserve Sub-Fund in the amount of \$441,502.00 from 2019-20 school year expenditures as presented.

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

6. Resolution to Approve Retirement Contribution Reserve Fund Contribution of \$1,000,000.00.

Resolved: That based upon the recommendation of the District Superintendent, the Monroe 2-Orleans BOCES Board authorizes a contribution to the previously established Retirement Contribution Reserve Fund in the amount of \$1,000,000.00 from 2019-20 school year expenditures as presented.

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

7. Resolved: To Approve CaTS Lease Amendment and Modification as presented.

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

8. Resolved: To Approve Rochester City School District Lease as presented.

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

9. Resolution to Approve Professional Learning Plan for 2020-22

Resolved: To approve the 2020-2022 Professional Learning Plan as presented.

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

10. T. Dobbertin gave an overview of the 2019-20 School Year Student Attendance.

11. T. Dobbertin gave an overview of Enrollment for Extended School Year Program (ESYP) and Regional Summer School (RSS).

12. There was a discussion on the New York State School Boards Association (NYSSBA) Annual Convention that will be held virtually for 2020 due to the COVID-19 pandemic. Those board members wishing to participate should notify G. Critchley prior to September 13, 2020.

13. Resolution to Designate a Voting Delegate and Alternate to the New York State School Board Association (NYSSBA) Convention

D. Laba volunteered to be the voting delegate for the NYSSBA Convention. K. Dillon volunteered to be the alternate voting delegate.

Resolved: To appoint D. Laba as the voting delegate and K. Dillon as the alternate voting delegate at the NYSSBA Convention in October.

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

11. Personnel and Staffing

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

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

2. Resolved: To approve Substitute, Per Diem and Hourly Pay Rates for 2020-21 as presented.

That the Board approved the following substitute/per diem/hourly pay rates effective July 1, 2020:

Cleaner substitute	\$13.00/hour
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Clerical substitute	\$13.00/hour	
Clerical substitute who is a BOCES 2 retiree	\$15.00/hour	
College Co-op student	\$15.00/hour	
Interpreter substitute	\$32.45/hour	
Interpreter substitute – RID certified	\$34.61/hour	
Job Training Specialist substitute	\$14.50/hour	
Licensed Practical Nurse substitute	\$20.01/hour	
Notetaker substitute	\$13.00/hour	
Registered Nurse substitute	\$30.05/hour	
Sign Skills Coach substitute	\$14.62/hour	
Student Behavioral Assistant substitute	\$14.50/hour	
Student Behavioral Assistant substitute who is a BOCES 2 retiree	\$16.50/hour	
Student Helper	\$11.80/hour	
Teacher substitute per diem	Uncertified teacher	\$90/day
	Certified teacher	\$110/day
Teacher Aide substitute	\$13.00/hour	
Teacher Aide substitute who is a BOCES 2 retiree	\$15.00/hour	
Tutor	\$18.20/hour	

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

12. Bids/Lease Purchases

1. Resolved: To accept Monroe 2-Orleans BOCES lease purchase of copier equipment as presented.

WHEREAS, the Monroe 2-Orleans BOCES desires to secure for its use the equipment listed below; and

WHEREAS, MONROE 2-ORLEANS BOCES is willing to arrange for the installment purchase of the Equipment (which includes an equipment lease purchase) for the price and on the terms listed below.

NOW, THEREFORE, be it resolved as follows:

MONROE 2-ORLEANS BOCES is authorized to enter into an agreement (the "Installment Purchase Agreement") with Eastern\Xerox.

The Purchasing Agent is authorized to approve the final form and terms of and to execute, on behalf of MONROE 2-ORLEANS BOCES, such agreements, documents, schedules, addendum, certificates, letters and instruments as may be necessary to complete the installment purchase transaction described below.

This resolution shall take effect when adopted.

DESCRIPTION OF EQUIPMENT

2-C405DN

PURCHASE PRICE and TERMS

Installment Purchase of \$3,601.20 with annual payments for 5 years with 0% finance charge.

Motion to approve the bids and lease purchases by J. Abbott, seconded by K. Dillon; passed unanimously.

2. Resolved: To accept Erie 1 Instructional Technology State Wide Licensing Agreements – Add on #1 as presented.

WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for the 2020 – 2021 fiscal year, for TEQ, WeVideo, SeeSaw Learning, Neuron Fuel/Tynker, 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.

Motion to approve the bids and lease purchases by G. Maar, seconded by K. Dillon; passed unanimously.

3. Resolved: To Accept Monroe 2-Orleans BOCES participation in Cooperative bid with Wayne Finger Lakes BOCES for Bid #2021-21 Master Lease Purchase Agreement for the Acquisition or Refinance of Equipment as presented.

WHEREAS, The Board of Monroe 2-Orleans BOCES desires to participate in a Cooperative Bidding Program conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties from year to year or, until this Resolution is rescinded, for a Master Lease Purchase Agreement for the Acquisition or Refinance of Equipment. And...

WHEREAS, The Board of Monroe 2-Orleans BOCES is desirous of participating with The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties in the joint Master Lease Purchase Agreement Bid as authorized by General Municipal Law, Section 119-o... And...

WHEREAS, The Board of Monroe 2-Orleans BOCES has appointed The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties as representative to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Board of Monroe 2-Orleans BOCES and making recommendations thereon...

THEREFORE...

BE IT RESOLVED, That The Board of Monroe 2-Orleans BOCES and The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties hereby accepts the appointment of The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters related above... And...

NOW, THEREFORE, BE IT RESOLVED, That The Board of Monroe 2-Orleans BOCES hereby is authorized to participate in cooperative bidding conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties for Master Lease Purchase Agreement for the Acquisition or Refinance of Equipment The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties is hereby authorized to award cooperative bids to the bidder deemed to be the lowest responsive and responsible meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts.

Motion to approve the bids and lease purchases by J. Heise, seconded by C. Rockow; passed unanimously.

13. Executive Officer's Report

District Superintendent Jo Anne Antonacci expressed many thanks to Executive Cabinet members, Operations and Maintenance Director Tom Burke, and Communications Manager Steve Dawe and CaTS for providing countless hours towards the Re-Opening Plan, communications to staff, families, and the public as well as the attention to detail in sanitizing/cleaning BOCES 2 offices and facilities. T. Burke left the meeting at 7:15 p.m.

Chancellor Betty Rosa resigned from Board of Regents to become the Interim Commissioner. Vice Chancellor Andrew Brown is currently assuming the duties of the Chancellor.

The District Superintendents met at the Capital Region BOCES in Albany for the August DS Meetings; some District Superintendents participated remotely. The next meeting will be late

September.

Genesee Valley Educational Partnership District Superintendent Kevin MacDonald is the District Superintendent Chairperson for the next two years.

The BOCES 2 Purchasing Department conducted a bid for participating school districts on numerous PPE products.

District Superintendent Antonacci and the Mid-West JMT District Superintendents are on the Finger Lakes Region Re-opening Task Force. She is also chairing the Health and Medical sub-committee. Being involved with the Task Force has been a tremendous support for our schools and region.

J. Antonacci shared from Monroe County School Boards Association their recognition of George Howard for his years of service as well as welcomed Lisa VenVertloh as a new board member.

All parent/staff forum pertaining to the re-opening of schools have been completed.

Ongoing questions regarding COVID-19 can be directed to BOCES 2 COVID coordinator at Monroe2BOCES.org or the COVID phone line 585-352-2430.

J. Antonacci continues to hold weekly virtual meetings with Monroe County Council of School Superintendents as well as with component districts.

14. Committee Reports

Labor Relations Committee (J. Abbott/J. Heise) – There were no updates.

Legislation Committee (K. Dillon/D. Laba) – There were no updates.

Information Exchange Committee (R. Charles Phillips/L. VenVertloh) – There were no updates.

15. Upcoming Meetings/Events

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

16. Other Items

Resolved to approve the 2020-21 Monroe 2-Orleans BOCES building-level emergency response plan for Ridgecrest Academy as presented.

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

There was no need for an Executive Session.

17. Adjournment

At 7:35 p.m., a motion was made by D. Laba to adjourn the meeting, seconded by J. Heise; passed unanimously.

Respectfully submitted,

Virginia M. Critchley
Clerk of the Board