

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

There will be a Regular Meeting of the Board of Cooperative Educational Services on Wednesday, September 15, 2021 at 6:30 p.m. at the Richard E. Ten Haken Educational Services Center, 3599 Big Ridge Road, Spencerport, New York 14559, Professional Development Center.

Anticipated Executive Session immediately following the regular board meeting to discuss the employment history of a particular person(s).

BOARD MEMBERS

Dennis Laba, President

R. Charles Phillips, Vice President

John Abbott

Cindy Dawson

Kathleen Dillon

Gerald Maar

Michael May

Mark Porter

Heather Pyke

AGENDA

1. Call the Meeting to Order
2. Pledge of Allegiance
3. Agenda Item(s) Modifications
4. Approval of Minutes: August 18, 2021 Regular Meeting Minutes
5. Public Interaction
6. Financial Reports
  1. Resolution to Accept Treasurer's Report
  2. Resolution to Accept WinCap Report
  3. Internal Claims Exception Log
7. Board Presentation(s): Human Resources; Karen Brown, Esq.
8. Old Business - none
9. New Business
  1. First Reading Policy Series 7000
  2. Resolution to Accept Donation by Dock Hardware of scrap metal for use by welding students
  3. Resolution to Accept Donation by Shawndra Products of metal pipe and plates in various lengths and sizes for use by welding students
  4. Annual Update on School Safety and the Educational Climate (SSEC) (Tim Dobbertin)
  5. Review of NYSSBA Convention Proposed Resolutions
  6. Board Reps for Building Level Emergency Plans
  7. Board Development
10. Personnel and Staffing
  1. Resolution to Approve Personnel and Staffing Agenda
11. Bids/Lease Purchases
  1. Resolution to Accept Welder Bid
  2. Resolution to Accept Disposal Service Bid
  3. Resolution to Accept AV Install Service Bid

## 12. Executive Officer's Reports

1. Albany D.S. Report
2. Local Update

## 13. Committee Reports

- Labor Relations Committee (J. Abbott, K. Dillon)
- Legislative Committee (K. Dillon, C. Dawson)
- Information Exchange Committee (C. Dawson, C. Phillips)

## 14. Upcoming Meetings/Calendar Events

September 15	Noon	Information Exchange (Shadow Lake Golf Club)
	5:30 pm	Individual Board member photos (ESC, PDC 1 and 2)
	6:30 pm	Monroe 2-Orleans BOCES Board Meeting (ESC, PDC 1 and 2)
September 22	8:30-12:30	New Board Member Orientation – C. Dawson
	Noon	Labor Relations Committee (DoubleTree Inn)
September 23	8:00 am	MCSBA Fall Law Conference (Shadow Lake Golf Course)
September 24-26		NYSSCOSS Fall Leadership Summit
October 1	8:00 -4:00	NYSSBA Board Officer Academy (Hilton Garden Inn)
October 6	Noon	MCSBA Legislative Committee Meeting (DoubleTree)
	5:45 pm	MCSBA Executive Committee (DoubleTree)
October 11		Columbus Day (BOCES Closed)
October 12	8:30-12:30	New Board Member Orientation – H. Pyke
	6:00 pm	Holley Board Meeting 3800 North Main Street, Holley
October 13	Noon	MCSBA Information Exchange (Shadow Lake Golf Course)
	1:30 pm	Board Officer Agenda Review (ESC – Board Room)
	6:30 pm	Kendall Board Meeting 16887 Roosevelt Highway, Kendall
October 16	7:30 am	MCSBA Finance Conference (TBD)
October 18-22		Board Member Recognition Week
October 20	Noon	MCSBA Labor Relations Committee Meeting (DoubleTree)
	6:30 pm	Monroe 2-Orleans BOCES Board Meeting (ESC, PDC 1 and 2)

## 15. Other Items

## 16. Executive Session

## 17. Adjournment

## 1. Call the Meeting to Order

## 2. Pledge of Allegiance

### 3. Agenda Item(s) Modifications

#### 4. Approval of Minutes: August 18, 2021 Regular Meeting Minutes

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 18, 2021 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  
Cindy Dawson

Kathleen Dillon  
Heather Pyke

Staff Present:

Jo Anne Antonacci  
Karen Brown, Esq.  
Tom Burke  
Stephen Dawe  
Tim Dobbertin

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

1. Call the Meeting to Order

The meeting was called to order by President Laba at 6:35 p.m.

2. Pledge of Allegiance

3. Agenda Modifications – There were no agenda modifications

4. Approval of Minutes

Resolved: To Approve the Minutes of the July 14, 2021 Reorganizational -Regular Meeting Minutes as presented.

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

5. Public Interaction – There was no public interaction.

6. Financial Reports

Resolved: To Accept the Treasurer's Report and WinCap Report as presented

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

7. Audit Committee – Steve Roland reviewed the Audit Committee Meeting Minutes with 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 7:55 p.m.

9. Old Business

1. Resolved: To Approve the 2021-22 District-Wide School Safety (SAVE) Plan

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

10. New Business

1. First Reading policy Series 6000  
Resolved: To waive Second Reading and Approve Policy Series 6000 as presented.  
Moved by K. Dillon, seconded by H. Pyke; passed unanimously.
2. First Reading Policy #3211 – Organizational Chart  
Resolved: To waive Second Reading and Approve Policy # 3211  
  
Moved by K. Dillon, seconded by H. Pyke; passed unanimously.
3. Resolved: To Approve 2021-2023 Academic Intervention Services Plan  
  
Moved by K. Dillon, seconded by C. Dawson; passed unanimously.
4. Resolved: To Approve 2021-2023 Professional Learning Plan  
  
Moved by K. Dillon, seconded by C. Dawson; passed unanimously.
5. Resolved: To Approve Amendment 1 to the Precision Properties Lease  
  
Moved by K. Dillon, seconded by H. Pyke; passed unanimously.
6. Resolved: To Approve Amendment 2 to the Precision Properties Lease  
  
Moved by C. Phillips, seconded by H. Pyke; passed unanimously.
7. Resolved: To Approve the Roberts Wesleyan Lease Agreement  
  
Moved by K. Dillon, seconded by H. Pyke; passed unanimously.
8. Resolved: To Approve CTE Equipment Reserve Fund Contribution of \$50,000.00  
  
Moved by K. Dillon, seconded by C. Dawson; passed unanimously.
9. Resolved: To Approve Utilizing \$1,307,674.22 from the Retirement Contribution Reserve Fund  
  
Moved by H. Pyke, seconded by K. Dillon; passed unanimously.
10. Resolved: To Approve Teachers' Retirement Contribution Reserve Sub-Fund Contribution of \$432,773.28  
  
Moved by K. Dillon, seconded by C. Dawson; passed unanimously.
11. Resolved: To Approve Retirement Contribution Reserve Fund Contribution of \$500,000.00  
  
Moved by H. Pyke, seconded by K. Dillon; passed unanimously.
12. The Board discussed the NYSSBA registrations and hotel reservations and planned for transportation.
13. Resolved: To Designate Dennis Laba as the voting delegate and Kathy Dillon as the alternate for the NYSSBA Convention.  
  
Moved by H. Pyke, seconded by C. Phillips; passed unanimously.

11. Personnel and Staffing

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

Moved by K. Dillon, seconded by H. Pyke; passed unanimously

12. Bids/Lease Purchase – None

13. Executive Officer's Report

Fall Opening Committee has met. Currently made up of staff, but as we open, we hope to add parents and students. The committee is using last year's opening plans as a starting point. Changes in conditions from last year will be identified and the plan will be edited accordingly. Lt. Governor Kathy Hochul is looking at a mask mandate for schools when she takes over as governor. Superintendents continue to meet with Dr. Mendoza in an effort to put in place the safest educational environments for the 2021-22 school year.

BOCES 2 started the DEI launch at a cabinet retreat last week. A DEI committee is being formed which will include a BOCES board representative. If you are interested in serving on the committee, contact District Superintendent Jo Anne Antonacci

The Center for Workforce Development High School Equivalency Graduation took place at the PD Center earlier this month. Graduates and their families were very proud. Tom Schulte did a terrific job arranging the event. The SAME program celebrated two completion ceremonies in August. The first was for 9<sup>th</sup> and 10<sup>th</sup> grade students and the second for 11<sup>th</sup> and 12<sup>th</sup> grade students. Upon completion of the program, students earn 3 Monroe Community College credits, and seniors can enroll directly into advance machining at MCC. The program was a collaboration between Monroe 2-Orleans BOCES, BOCES One, Monroe Community College and Monroe County.

District Superintendent Jo Anne Antonacci was a panelist on a Brockport College forum. Thirty-five administrative interns participated in this virtual opportunity to discuss career paths and networking strategies with the panelists. Earlier this month Mrs. Antonacci stood served as a moderator for the Finger Lakes Social Emotional Health Spotlight forum attended by 250 participants including area administrators, educational leaders and leaders in the medical field.

The search for a Kendall Central School District Superintendent has begun. The application window is open through September 17, 2021.

Taking into account current pandemic conditions, the Opening Day Planning Committee decided on a virtual event. Staff will report to their departments on September 7 to watch a video together. This year's theme is Belonging and a link to the video will be shared with the board.

14. Committee Reports

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

16. Other Items

17. At 7:31p.m. a motion was made by K. Dillon to adjourn the meeting to Executive Session, seconded by H. Pyke; passed unanimously.

Respectfully Submitted

Kelly Mutschler Clerk of  
the Board

Members Present

Cindy Dawson  
Kathleen Dillon  
Dennis Laba

R. Charles Phillips  
Heather Pyke

Staff Present

Jo Anne Antonacci  
Karen Brown  
Marijo Pearson

Michelle Ryan  
Steve Roland

At 7:36 a motion was made by C. Phillips; seconded by K. Dillon to come out of executive session; passed unanimously.

Resolved: To Approve the 2021-22 Monroe 2-Orleans BOCES building-level emergency response plans for:

2021-22 BOCES 4 Science 38 Turner Dr Spencerport NY  
2021-22 CaTS Comm and Tech Service Center 3625 Buffalo Rd Gates NY  
2021-22 Center for Workforce Development 3555 Buffalo Rd Gates NY  
2021-22 CMC Warehouse 35 Turner Dr Spencerport NY  
2021-22 ESC Emergency Response Plan  
2021-22 Ridgecrest Emergency Response Plan  
2021-22 RTP Emergency Response Plan  
2021-22 Transitions (Paul Rd) 849 Paul Rd Rochester NY  
2021-22 Village Plaza 16-18-20 Slayton Ave Spencerport NY  
2021-22 WEMOCO 3589 Big Ridge Rd. Spencerport NY  
2021-22 Westview Emergency Plan

Moved by K. Dillon, seconded by H. Pyke; passed unanimously.

18. Adjournment

At 7:38p.m. a motion was made by K. Dillon to adjourn the meeting, seconded by C. Dawson; passed unanimously.

Respectfully submitted,

Jo Anne L. Antonacci  
Clerk Pro Tem

## 5. Public Interaction

## 6. Financial Reports

1. Resolution to Accept Treasurer's Report
2. Resolution to Accept WinCap Report
3. Internal Claims Exception Log

## Monroe 2 - Orleans BOCES

### Treasurer's Report

Period Ending July 31, 2021

	GENERAL FUND		SPECIAL AID FUND	
<b>BEGINNING CASH ON HAND</b>		14,643,327.10		480,422.60
<b>RECEIPTS:</b>				
Interest Earned	1,109.85		4.38	
Charges for Services	2,666,973.23		-	
Non-Contract Services	12,037.99		1,725.00	
Collected for Other Funds	224,060.89		-	
State, Federal and Local Aid	-		189,269.25	
Transfers from Other Funds	-		-	
Miscellaneous Funds	63,822.38		-	
<b>TOTAL RECEIPTS</b>	<b>2,968,004.34</b>	<b>2,968,004.34</b>	<b>190,998.63</b>	<b>190,998.63</b>
<b>DISBURSEMENTS</b>				
Payroll and Benefits	1,755,808.60		-	
Warrants	3,355,139.44		38,516.62	
Transfers to Other Funds	-		-	
Miscellaneous Disbursements	3,662.50		3,393.73	
<b>TOTAL DISBURSEMENTS</b>	<b>5,114,610.54</b>	<b>(5,114,610.54)</b>	<b>41,910.35</b>	<b>(41,910.35)</b>
<b>ENDING CASH ON HAND:</b>		<b>12,496,720.90</b>		<b>629,510.88</b>
GENERAL FUND CHECKING		6,587,573.84	SPECIAL AID CHKG - CHASE	627,785.88
GENERAL FUND SAVINGS		263,051.89	SPECIAL AID CHKG - M&T	1,725.00
PAYROLL CHECKING		104,655.36		
FLEXIBLE SPENDING CASH		29,688.94		
DENTAL ACCOUNT CASH		185,324.60		
GENERAL FUND CD		3,501,638.60		
CASH- LIABILITY RESERVE		1,179,485.06		
CASH- UNEMPLOYMENT RESERVE		219,936.11		
CASH- CTE RESERVE		425,366.50		
		<b>12,496,720.90</b>		<b>629,510.88</b>

**BEGINNING CASH ON HAND**

<b>MISC SPECIAL REVENUE</b>		
		77,924.47
<b>RECEIPTS:</b>		
Interest Earned	3.29	
Component Contributions	-	
Transfers from Other funds	-	
Donations	-	
Miscellaneous Funds	-	
<b>TOTAL RECEIPTS</b>	<b>3.29</b>	<b>3.29</b>
<b>DISBURSEMENTS</b>		
Warrants	-	
Scholarships	-	
Transfers to Other Funds	-	
Miscellaneous Disbursements	-	
<b>TOTAL DISBURSEMENTS</b>	<b>-</b>	<b>-</b>
<b>ENDING CASH ON HAND:</b>		<b>77,927.76</b>
	<b>GIFT FUND SAVINGS</b>	<b>77,927.76</b>

**CAPITAL FUND**

		575,135.53
	9.79	
	-	
	-	
	-	
	-	
	<b>9.79</b>	<b>9.79</b>
	-	
	-	
	-	
	-	
	<b>-</b>	<b>-</b>
		<b>575,145.32</b>
	<b>CAPITAL FUND CHECKING</b>	<b>575,145.32</b>

----- CUSTODIAL FUNDS -----					
	RASHP I	RASHP II	RASWC	WFL WC	TOTAL CUSTODIAL
<b>BEGINNING CASH ON HAND</b>	18,043,122.43	130,600,907.17	28,201,803.03	259,761.17	177,105,593.80
<b>RECEIPTS:</b>					
Interest Earned	368.76	1,736.59	959.58	-	
Contributions	823,324.35	16,585,527.50	2,327,609.75	240,238.83	
Miscellaneous Funds	194,119.04	-	-	-	
<b>TOTAL RECEIPTS</b>	<b>1,017,812.15</b>	<b>16,587,264.09</b>	<b>2,328,569.33</b>	<b>240,238.83</b>	<b>20,173,884.40</b>
<b>DISBURSEMENTS</b>					
Claims	1,469,206.21	20,890,905.11	553,100.54	177,149.10	
Admin and Other Disbursements	100,792.10	774,414.32	-	-	
<b>TOTAL DISBURSEMENTS</b>	<b>1,569,998.31</b>	<b>21,665,319.43</b>	<b>553,100.54</b>	<b>177,149.10</b>	<b>(23,965,567.38)</b>
<b>ENDING CASH ON HAND:</b>	<b>17,490,936.27</b>	<b>125,522,851.83</b>	<b>29,977,271.82</b>	<b>322,850.90</b>	<b>173,313,910.82</b>
RASHP I CHECKING	3,967,411.85				3,967,411.85
RASHP I SAVINGS / INVESTMENTS	13,523,524.42				13,523,524.42
RASHP II CHECKING		45,269,919.63			45,269,919.63
RASHP II SAVINGS / INVESTMENTS		80,252,932.20			80,252,932.20
RASWC CHECKING			7,414,354.92		7,414,354.92
RASWC SAVINGS / INVESTMENTS			22,562,916.90		22,562,916.90
WFL WC CHECKING				322,850.90	322,850.90
<b>TOTAL CASH</b>	<b>17,490,936.27</b>	<b>125,522,851.83</b>	<b>29,977,271.82</b>	<b>322,850.90</b>	<b>173,313,910.82</b>

Collateral Analysis	M&T Bank	Five Star Bank	Chase Bank
Bank Totals	59,838,902.37	93,007,011.54	34,247,301.77
<i>Collateral:</i>			
FDIC	500,000.00	250,000.00	250,000.00
Additional FDIC through CD Option		89,004,347.25	
Collateral in Trust			34,606,137.70
Collateral held with Third Party	59,652,282.55	4,847,388.92	
	60,152,282.55	94,101,736.17	34,856,137.70
Over / (Under) Collateralized	313,380.18	1,094,724.63	608,835.93

Treasurer's Notes:

July was a very quiet month.

Regular contract billings have been collected with the exception of two schools. Supplemental bills 1 & 2 went out in July.

This is to certify that I have received these balances:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**MONROE 2 - ORLEANS BOCES**

Budget Status Report As Of: 08/31/2021

Fiscal Year: 2022

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
<b>0 Administration</b>							
100 SALARIES		1,159,495.00	0.00	1,159,495.00	182,979.03	950,792.44	25,723.53
200 EQUIPMENT		16,200.00	6,960.29	23,160.29	1,075.00	6,162.29	15,923.00
300 SUPPLIES		18,850.00	1,094.08	19,944.08	466.46	12,330.56	7,147.06
400 CONTRACTUAL		2,716,977.00	16,439.20	2,733,416.20	413,035.74	1,146,521.92	1,173,858.54
700 INTEREST ON REVENUE NOTES		8,500.00	0.00	8,500.00	0.00	0.00	8,500.00
800 EMPLOYEE BENEFITS		595,816.00	-1,500.00	594,316.00	28,732.12	133,522.04	432,061.84
899 Oth Post Retirement Benft		5,819,336.00	0.00	5,819,336.00	2,500.00	0.00	5,816,836.00
910 TRANSFER TO CAPITAL FUND		600,000.00	0.00	600,000.00	0.00	0.00	600,000.00
950 TRANSFER FROM O & M		67,820.00	5.00	67,825.00	5.00	0.00	67,820.00
960 TRANSFER CHARGE		264,170.00	0.00	264,170.00	0.00	0.00	264,170.00
<b>Subtotal of 0 Administration</b>		<b>11,267,164.00</b>	<b>22,998.57</b>	<b>11,290,162.57</b>	<b>628,793.35</b>	<b>2,249,329.25</b>	<b>8,412,039.97</b>
<b>1 Career Education</b>							
100 SALARIES		4,130,276.00	-23,700.00	4,106,576.00	129,350.09	3,522,762.26	454,463.65
200 EQUIPMENT		99,750.00	99,945.00	199,695.00	251,597.51	52,093.75	-103,996.26
300 SUPPLIES		397,700.00	9,061.92	406,761.92	41,292.77	119,111.30	246,357.85
400 CONTRACTUAL		296,500.00	10,790.25	307,290.25	77,138.12	73,191.09	156,961.04
490 SCH DIST AND OTHER BOCES		22,951.12	0.00	22,951.12	0.00	0.00	22,951.12
800 EMPLOYEE BENEFITS		2,041,694.00	-72,300.00	1,969,394.00	24,105.77	586,098.77	1,359,189.46
950 TRANSFER FROM O & M		1,343,980.00	0.00	1,343,980.00	0.00	0.00	1,343,980.00
960 TRANSFER CHARGE		601,806.00	0.00	601,806.00	0.00	0.00	601,806.00
990 TRANS CREDTS FR OTHER FUND		-6,750.00	0.00	-6,750.00	0.00	0.00	-6,750.00
<b>Subtotal of 1 Career Education</b>		<b>8,927,907.12</b>	<b>23,797.17</b>	<b>8,951,704.29</b>	<b>523,484.26</b>	<b>4,353,257.17</b>	<b>4,074,962.86</b>
<b>2 Special Education</b>							
100 SALARIES		6,329,666.00	0.00	6,329,666.00	94,278.94	5,761,255.26	474,131.80
200 EQUIPMENT		97,685.00	105,000.00	202,685.00	0.00	69,072.95	133,612.05
300 SUPPLIES		83,143.00	420.00	83,563.00	632.84	5,838.43	77,091.73
400 CONTRACTUAL		1,539,264.00	-85,174.89	1,454,089.11	6,131.57	29,814.18	1,418,143.36
490 SCH DIST AND OTHER BOCES		6,276,190.87	29,878.32	6,306,069.19	4,268.32	0.00	6,301,800.87
800 EMPLOYEE BENEFITS		3,620,013.00	0.00	3,620,013.00	20,448.33	922,245.68	2,677,318.99
950 TRANSFER FROM O & M		355,858.00	0.00	355,858.00	0.00	0.00	355,858.00
960 TRANSFER CHARGE		13,847,546.00	0.00	13,847,546.00	0.00	0.00	13,847,546.00
<b>Subtotal of 2 Special Education</b>		<b>32,149,365.87</b>	<b>50,123.43</b>	<b>32,199,489.30</b>	<b>125,760.00</b>	<b>6,788,226.50</b>	<b>25,285,502.80</b>
<b>3 Itinerent Services</b>							
100 SALARIES		11,081,289.00	-41,950.00	11,039,339.00	97,222.78	9,999,535.37	942,580.85
200 EQUIPMENT		107,126.00	0.00	107,126.00	3,276.57	3,173.72	100,675.71
300 SUPPLIES		46,779.00	18,820.20	65,599.20	3,925.58	3,037.99	58,635.63
400 CONTRACTUAL		739,821.00	179,198.80	919,019.80	10,110.84	24,289.07	884,619.89
490 SCH DIST AND OTHER BOCES		18,662.08	-1,298.76	17,363.32	0.00	0.00	17,363.32
800 EMPLOYEE BENEFITS		5,418,110.00	-25,415.00	5,392,695.00	23,435.09	1,563,011.26	3,806,248.65

# MONROE 2 - ORLEANS BOCES

Budget Status Report As Of: 08/31/2021

Fiscal Year: 2022

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
950	TRANSFER FROM O & M	8,143.00	179.80	8,322.80	179.80	0.00	8,143.00
960	TRANSFER CHARGE	1,226,232.00	0.00	1,226,232.00	0.00	0.00	1,226,232.00
970	TR CREDTS FR SERVICE PROGR	-9,916,313.00	0.00	-9,916,313.00	0.00	0.00	-9,916,313.00
<b>Subtotal of 3 Itinerent Services</b>		<b>8,729,849.08</b>	<b>129,535.04</b>	<b>8,859,384.12</b>	<b>138,150.66</b>	<b>11,593,047.41</b>	<b>-2,871,813.95</b>
<b>4 General Instruction</b>							
100	SALARIES	1,728,870.00	0.00	1,728,870.00	706,732.33	732,279.02	289,858.65
200	EQUIPMENT	5,100.00	1,240.98	6,340.98	0.00	1,240.98	5,100.00
300	SUPPLIES	10,155.00	-1,096.00	9,059.00	1,525.42	474.82	7,058.76
400	CONTRACTUAL	1,257,024.00	28,312.82	1,285,336.82	187,392.09	68,839.59	1,029,105.14
490	SCH DIST AND OTHER BOCES	64,632.08	-4,740.60	59,891.48	0.00	0.00	59,891.48
800	EMPLOYEE BENEFITS	611,438.00	0.00	611,438.00	119,298.35	123,246.32	368,893.33
950	TRANSFER FROM O & M	149,129.00	2,148.78	151,277.78	2,148.78	0.00	149,129.00
960	TRANSFER CHARGE	164,925.00	2,400.00	167,325.00	2,400.00	0.00	164,925.00
970	TR CREDTS FR SERVICE PROGR	-47,155.00	0.00	-47,155.00	0.00	0.00	-47,155.00
990	TRANS CREDTS FR OTHER FUND	-3,060.00	0.00	-3,060.00	0.00	0.00	-3,060.00
<b>Subtotal of 4 General Instruction</b>		<b>3,941,058.08</b>	<b>28,265.98</b>	<b>3,969,324.06</b>	<b>1,019,496.97</b>	<b>926,080.73</b>	<b>2,023,746.36</b>
<b>5 Instruction Support</b>							
100	SALARIES	5,771,294.00	-19,816.00	5,751,478.00	543,987.70	4,587,853.65	619,636.65
200	EQUIPMENT	3,273,696.00	1,772,545.96	5,046,241.96	1,046,550.38	1,170,141.01	2,829,550.57
300	SUPPLIES	702,333.00	29,842.68	732,175.68	85,663.82	131,794.48	514,717.38
400	CONTRACTUAL	4,840,208.00	439,621.48	5,279,829.48	2,342,172.73	894,283.22	2,043,373.53
490	SCH DIST AND OTHER BOCES	295,256.08	251,592.66	546,848.74	33,415.45	0.00	513,433.29
800	EMPLOYEE BENEFITS	2,679,326.00	-17,074.00	2,662,252.00	84,335.01	696,395.23	1,881,521.76
950	TRANSFER FROM O & M	659,547.00	0.00	659,547.00	0.00	0.00	659,547.00
960	TRANSFER CHARGE	1,040,001.00	0.00	1,040,001.00	0.00	0.00	1,040,001.00
970	TR CREDTS FR SERVICE PROGR	-2,594,403.00	-2,400.00	-2,596,803.00	-2,400.00	0.00	-2,594,403.00
990	TRANS CREDTS FR OTHER FUND	-84,794.00	-2,840.00	-87,634.00	-2,840.00	0.00	-84,794.00
<b>Subtotal of 5 Instruction Support</b>		<b>16,582,464.08</b>	<b>2,451,472.78</b>	<b>19,033,936.86</b>	<b>4,130,885.09</b>	<b>7,480,467.59</b>	<b>7,422,584.18</b>
<b>6 Other Services</b>							
100	SALARIES	2,280,676.00	4,100.00	2,284,776.00	331,284.59	1,756,604.00	196,887.41
200	EQUIPMENT	425,785.00	265,506.41	691,291.41	38,443.38	522,034.33	130,813.70
300	SUPPLIES	36,465.00	1,588.00	38,053.00	1,449.48	5,582.38	31,021.14
400	CONTRACTUAL	3,630,535.00	96,177.92	3,726,712.92	430,250.34	2,121,200.82	1,175,261.76
490	SCH DIST AND OTHER BOCES	7,032,583.68	-3,182,338.73	3,850,244.95	68,189.81	0.00	3,782,055.14
800	EMPLOYEE BENEFITS	1,052,168.00	820.00	1,052,988.00	49,885.19	258,253.90	744,848.91
950	TRANSFER FROM O & M	119,155.00	0.00	119,155.00	0.00	0.00	119,155.00
960	TRANSFER CHARGE	113,297.00	0.00	113,297.00	0.00	0.00	113,297.00
970	TR CREDTS FR SERVICE PROGR	-1,773,956.00	0.00	-1,773,956.00	0.00	0.00	-1,773,956.00
990	TRANS CREDTS FR OTHER FUND	-109,787.00	0.00	-109,787.00	0.00	0.00	-109,787.00
<b>Subtotal of 6 Other Services</b>		<b>12,806,921.68</b>	<b>-2,814,146.40</b>	<b>9,992,775.28</b>	<b>919,502.79</b>	<b>4,663,675.43</b>	<b>4,409,597.06</b>

**MONROE 2 - ORLEANS BOCES**

Budget Status Report As Of: 08/31/2021  
Fiscal Year: 2022

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
<b>7 Undefined</b>							
100 SALARIES		3,082,933.00	0.00	3,082,933.00	390,636.84	2,314,678.57	377,617.59
200 EQUIPMENT		46,500.00	0.00	46,500.00	0.00	11,646.41	34,853.59
300 SUPPLIES		218,280.00	2,333.58	220,613.58	23,663.31	94,955.58	101,994.69
400 CONTRACTUAL		1,824,116.00	0.00	1,824,116.00	434,748.83	930,152.04	459,215.13
800 EMPLOYEE BENEFITS		1,437,083.00	0.00	1,437,083.00	60,181.80	349,568.92	1,027,332.28
950 TRANSFER FROM O & M		579,303.00	13.50	579,316.50	13.50	0.00	579,303.00
960 TRANSFER CHARGE		1,462,923.00	0.00	1,462,923.00	0.00	0.00	1,462,923.00
970 TR CREDTS FR SERVICE PROGR		-7,672,008.00	-2,347.08	-7,674,355.08	-2,347.08	0.00	-7,672,008.00
990 TRANS CREDTS FR OTHER FUND		-979,130.00	0.00	-979,130.00	0.00	0.00	-979,130.00
<b>Subtotal of 7 Undefined</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>906,897.20</b>	<b>3,701,001.52</b>	<b>-4,607,898.72</b>
<b>Total GENERAL FUND</b>		<b>94,404,729.91</b>	<b>-107,953.43</b>	<b>94,296,776.48</b>	<b>8,392,970.32</b>	<b>41,755,085.60</b>	<b>44,148,720.56</b>

7. Board Presentation(s): Human Resources; Karen Brown, Esq.

8. Old Business - none

## 9. New Business

### 1. First Reading Policy Series 7000

## 7000 SERIES POLICY REVIEW CHART

(Italics means added in, strikethrough means to take out.)

**"Review" means no substantive changes.**

<i><b>POLICY NUMBER</b></i>	<i><b>RATIONALE</b></i>
7110 Safety Conditions and Programs	Reviewed by Doug Comanzo - no suggested changes. Reviewed by Tim Dobbertin - last paragraph removed from policy as not required by law - moved paragraph to the Code of Conduct.
7111 Drills and Bomb Threats	<b>POLICY NOT INCLUDED. DO NOT REVIEW.</b> Policy is part of the Annual Policies which were previously reviewed and approved at the May Board meeting.
7112 Disaster Planning and Civil Preparedness	Reviewed by Doug Comanzo and Tim Dobbertin - no suggested changes.
7113 Prevention Instruction	Reviewed by Doug Comanzo and Tim Dobbertin - no suggested changes. Section on page one removed as covered by Policy 6220.
7114 Animals in the School (Instructional Purposes)	Wording added to clarify in terms of grades and credits.
7119 Private Duty Nurses	Reviewed by Dr. Sarah Marques - no suggested changes.
7120 Students with Disabilities	Added "Committee" on page 1 and "which are not a hierarchy" on page 2 for clarity.
7121 Discipline of Students with Disabilities	Changed "school" to "BOCES" on page 1.
7122 Students Presumed to Have a Disability for Discipline Purposes	Review
7123 Use of Time Out Rooms	Review
7130 BOCES 2 Center For Workforce Development, Adult and Continuing Education	Changes "student" to "learner"
7140 Career and Technical Education	Added reference to new Title IX Coordinator.
7150 Evaluation of Instructional Programs and Services	Review

## 7000 SERIES POLICY REVIEW CHART

(Italics means added in, strikethrough means to take out.)

"Review" means no substantive changes.

<i>POLICY NUMBER</i>	<i>RATIONALE</i>
7151 Organization for Instruction	Review
7152 Program Initiation	Review
7170 Instruction for Students With Limited English Proficiency	Review
7180 Religious Content of Awards Ceremonies and Holiday Programs	Review
7210 Media Preview and Purchasing	Review
7220 Controversial Issues	Review
7230 Use of Copyrighted Materials	Reviewed by Jim Belair - no suggested changes.
7240 Textbooks and Other Instructional Materials	Review
7310 Field Trips	Reviewed by Gary Manuse - added in wording at paragraphs 4 and 5. Added "local, state and federal" to 3rd paragraph for specificity.
7320 School Calendar/School Day	<b>POLICY NOT INCLUDED. DO NOT REVIEW.</b> Policy is part of the Annual Policies which were previously reviewed and approved at the May Board meeting.
7330 Homework	Review

**Monroe 2-Orleans BOCES Policy**  
**Series 7000 – Instruction**  
**Policy #7110 – SAFETY CONDITIONS AND PROGRAMS**

The practice of safety will be considered an integral part of the instructional program through fire prevention, emergency procedures and drills, driver education, and traffic and pedestrian safety.

Each principal and/or Program Administrator and Safety and Security Coordinator will be responsible for the supervision of a safety program for his/her school or department.

The safety program may include, but not be limited to, in-service training, facility inspection, fire prevention, accident recordkeeping, driver and vehicle safety programs, emergency procedures and drills, AED, and traffic safety programs relevant to students, employees and the community.

It shall be the duty of the Board to provide inspections and supervision of the health and safety aspects of the BOCES facilities.

Eye safety devices are to be provided by the BOCES for the protection of employees, students and visitors, and worn in the technology education classes and labs when activities present a potential eye hazard. The District Superintendent or his/her designee will insure that these devices are properly repaired, cleaned and stored to prevent the spread of germs or diseases after individuals use them.

**~~Eye Safety/Student Use of Hand-Held Laser Pointers~~**

~~Each classroom teacher is responsible for the safe and proper use of all instructional materials and equipment by students in his/her classroom. Laser pointers are to be used by students only when such use is approved and supervised by the classroom instructor.~~

Education Law Sections 409, 409-a, 807-a, and 906  
8 New York Code of Rules and Regulations  
(NYCRR) Part 136 and Section 141.10

Adopted: 7/13/1999

Revised: 6/16/2010

Revised: 10/17/2012

Revised: 10/21/2015

Reviewed: 9/19/2018

Revised: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy**  
**Series 7000 – Instruction**  
**Policy #7112 – DISASTER PLANNING AND CIVIL PREPAREDNESS**

BOCES shall maintain updated plans and operating procedures to be followed in the event of natural or manmade disasters or enemy attack. Students and staff shall be provided instruction to respond effectively in emergency situations.

Adopted: 7/13/99  
Reviewed: 6/16/10  
Reviewed: 10/17/2012  
Reviewed: 10/21/2015  
Reviewed: 9/19/2018  
Reviewed: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy  
Series 7000 – Instruction  
Policy #7113 – PREVENTION INSTRUCTION**

The following will be offered during regularly scheduled classes to all those students who are enrolled in full-time programs:

**AIDS Instruction**

BOCES will provide classroom instruction concerning Acquired Immune Deficiency Syndrome (AIDS) as part of a sequential and comprehensive health education program.

No student shall be required to receive instruction concerning the methods of prevention of AIDS if the parent or legal guardian has filed with the school principal or program administrator or his/her designee a written request that the student not participate in such instruction, with an assurance that the student will receive this instruction at home.

**~~Substance Abuse Prevention Instruction~~ (NOTE: Policy 6220 will address this program)**

~~The BOCES recognizes the need to educate students on the hazards of alcohol, tobacco and/or drug abuse. A prevention program has been developed to inform students of:~~

- ~~a) Causes for substance abuse;~~
- ~~b) Physical and psychological damage associated with substance abuse;~~
- ~~c) Avoidance of alcohol, tobacco and drugs;~~
- ~~d) Dangers of driving while under the influence of alcohol or drugs.~~

**Student Safety**

Instruction in courses in career and technical education, technology education, science, home and career skills, art and physical education, health, and safety, if any, shall include and emphasize safety and accident prevention.

Safety instruction shall precede the use of materials and equipment by students in applicable units of work in the courses listed above, and instructors shall teach and enforce all safety procedures relating to the particular courses. These shall include the wearing of protective eye devices and appropriate clothing in certain activities.

Substance Abuse: Education Law Section 804  
8 New York Code of Rules and Regulations  
(NYCRR) Section 135.3(a)  
Student Safety: Education Law Section 808  
8 New York Code of Rules and Regulations  
(NYCRR) Sections 107 and 155  
AIDS Instruction: 8 New York Code of Rules and  
Regulations (NYCRR)

Section 135.3(b)(2) and (c)(2)

Adopted: 7/13/99  
Revised: 6/16/10  
Revised: 10/17/2012

**Monroe 2-Orleans BOCES Policy**  
**Series 7000 – Instruction**  
**Policy #7113 – PREVENTION INSTRUCTION**

Reviewed: 10/21/2015

Revised: 9/19/2018

Revised: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy**  
**Series 7000 – Instruction**  
**Policy #7114 – ANIMALS IN THE SCHOOL (INSTRUCTIONAL PURPOSES)**

Observation and experimentation with living organisms and animals gives students unique perspectives of life processes. Animals and animal materials should be used respectfully and for the purpose of meeting course objectives.

The Board, in recognizing the educational uses of animals in the classroom, requires that permission be obtained from the Principal, Program Administrator, or his/her designee before animals are brought into the school or classrooms. It is the Principal, Program Administrator, or his/her designee's responsibility to ensure that there is an appropriate educational purpose if any animal is housed in a classroom. Animals are not to be transported on school buses with the exception of animals certified for persons with disabilities.

### **Study and Care of Live Animals**

It shall be the responsibility of the Principal, Program Administrator or his/her designee to develop a plan of care for those animals housed in school in the event of an emergency school closing or in the event the animals remain in the classroom on days when school is not in session.

### **Dissection of Animals**

Any student expressing a moral or religious objection to the performance or witnessing of the dissection of an animal, either wholly or in part, shall be provided the opportunity to undertake and complete an alternative project approved by the student's teacher; provided, however, that such objection is substantiated in writing by the student's parent or legal guardian and the alternate activity is clearly related to and of comparable rigor in lieu of the laboratory dissection. Some examples of alternate activities include the use of computer simulations or research. Students who perform alternative projects shall not ~~be penalized~~ *receive a reduced grade or credit.*

The BOCES will give reasonable notice to all students, and students' parent(s)/legal guardian(s), enrolled in a course that includes the dissection of an animal about their rights to seek an alternate project to dissection. Such notice shall be made available upon request at the school and distributed to parents and students enrolled in a course that includes dissection at least once at the beginning of the school year.

### **Instruction in the Humane Treatment of Animals**

Students in elementary school must receive instruction in the humane treatment and protection of animals and the importance of the part they play in the economy of nature as well as the necessity of controlling the proliferation of animals that are subsequently abandoned and caused to suffer extreme cruelty. Such instruction shall be for a period of time as specified by the Board of Regents and may be joined with work in literature, reading, language, nature study, or ethnology.

Americans with Disabilities Act, 42 United States Code (USC) Section 12101 et. Seq.  
Education Law Section 809  
8 New York Code of Rules and Regulations (NYCRR) Section 100.2(c)(8)

Adopted: 6/15/2011  
Reviewed: 10/17/2012  
Revised: 10/21/2015  
Reviewed: 9/19/2018  
Reviewed: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy**  
**Series 7000 – Instruction**  
**Policy #7119 – PRIVATE DUTY NURSES**

In some instances children with significant medical conditions present with a previously chosen private duty nurse hired by the family. BOCES recognizes the right of a child to have a private duty nurse when the private physician has documented medical needs and the Individualized Educational Plan (IEP) has so stipulated. When a private duty nurse is in the BOCES, he/she falls under the authority of BOCES and administrative regulations will outline the expectations and requirements.

Adopted: 10/21/2009  
Reviewed: 10/17/2012  
Reviewed: 10/21/2015  
Revised: 9/19/2018  
Reviewed: \_\_\_\_\_2021

**Monroe 2-Orleans BOCES Policy**  
**Series 7000 – Instruction**  
**Policy #7120 – STUDENTS WITH DISABILITIES**

All students with disabilities shall be provided with full access and opportunity to participate in BOCES programs and extracurricular activities which are available to all other students enrolled in the BOCES. Parents/guardians of students with disabilities shall receive timely notice of such programs and activities.

(Refer also to Policy #1440 -- Non-Discrimination.)

**Development of Individualized Education Program**

The home district's Committee on Special Education (CSE) or Committee on Preschool Special Education (CPSE) will be responsible for developing the IEP upon referral, and review or revise, whichever is appropriate, for every child with a disability, in accordance with the law. The BOCES does not have a CSE or CPSE, but will follow the IEP of the home district. BOCES understands parental consent may be necessary for evaluation and/or provisions of services. The home district is responsible, in their discretion, for initiating a due process hearing to obtain consent for evaluation services. The home district cannot provide services where the parent does not provide consent for services. Therefore, BOCES cannot provide services on the district's behalf.

**Distribution of Individualized Education Program**

A paper or electronic copy of each student's IEP, prior to implementation of the program, will be provided to each regular education teacher, special education teacher, related service provider, and/or other service provider who is responsible for the implementation of the student's IEP. These individuals will be trained in how to access the electronic copy. Other service provider is defined as a representative of another public school district, charter school, BOCES or school, as defined under Education Law where the child will receive IEP services.

A paraprofessional and/or each other provider responsible for assisting in the implementation of the IEP must be afforded an opportunity to review a copy of the child's IEP prior to implementation of the program. The paraprofessional and/or other provider, will obtain a copy of the IEP to review from the person under whose direction the person works, the regular education teacher, the special education teacher, or related service provider. The paraprofessional and/or other provider must be allowed on-going access to that IEP from the person under whose direction the person works, the regular education teacher, the special education teacher, or related service provider.

The home district's Chairperson of the Committee on Special Education or Preschool Special Education *Committee* shall designate for each student one or more (if appropriate) professional employee(s) of either the BOCES or of the home district with knowledge of the student's disability and education program to inform each regular education teacher, special education teacher, related service provider, other service provider, other provider, support staff person, or paraprofessionals about his/her responsibility to implement the IEP and the specific accommodations, modifications, support and/or services that must be provided for the student in accordance with the IEP. This must be done prior to the implementation of the IEP.

**Monroe 2-Orleans BOCES Policy**  
**Series 7000 – Instruction**  
**Policy #7120 – STUDENTS WITH DISABILITIES**

Any copy of a student's IEP provided to teachers and all other service providers shall remain confidential and shall not be redisclosed to any other person, in compliance with federal and state laws and regulations, including the Individuals with Disabilities Education Act and the Family Educational Rights and Privacy Act.

A copy of the child's IEP shall be provided at no charge to the child's parents.

**Individual Re-evaluations of Individualized Education Program**

The home district CSE or CPSE shall arrange for an appropriate re-evaluation of each student with a disability if conditions warrant a re-evaluation, or if the student's parent or teacher requests a re-evaluation; however, a re-evaluation must take place at least once every three years. The re-evaluation will be conducted by the home district's multi-disciplinary team or group of persons, including at least one teacher or other specialist with knowledge in the area of the student's disability. The re-evaluation shall be sufficient to determine the student's individual development, educational progress and achievement, the student's ability to participate in instructional programs in regular education and the student's continuing eligibility for special education. The results of any re-evaluations must be addressed by the committee on special education in reviewing and, as appropriate, revising the student's IEP.

**Grouping By Similarity of Development**

The BOCES will provide appropriate special education and related services to students with disabilities. For those students for whom an appropriate education requires that they be placed together for purposes of special education, the following guidelines shall apply, *which are not a hierarchy*:

- a) The curriculum and instruction provided to students with disabilities who are grouped by similarity of development shall be consistent with the individual development of each student in the group.
- b) Students with disabilities may be grouped according to (1) academic or educational achievement and learning characteristics; (2) social development; (3) physical development; and (4) management development.
- c) When grouping students by similarity of development, the social development or physical development of a student shall not be the sole determinant for placement of a student in a special education program.
- d) The management development of such students may vary, provided that environmental modifications, adaptations, or human or material resources required to meet the development of any one student in the group are provided and do not consistently detract from the opportunities of other students in the group to benefit from instruction.

**Monroe 2-Orleans BOCES Policy**  
**Series 7000 – Instruction**  
**Policy #7120 – STUDENTS WITH DISABILITIES**

20 United States Code (U.S.C.)  
Sections 1400-1485, Individuals with  
Disabilities Education Act of 2004 (IDEA)  
Education Law Sections 4401-4407  
8 New York Code of Rules and Regulations  
(NYCRR) Sections 100.5, 100.9,  
200.1, (ww) 200.2(b)(1) and (b)(3), 200.2(c)(2)(v), 2005  
200.6(a)(1) and (a)(3)  
Education Law Section 4402(7)  
8 New York Code of Rules and Regulations  
(NYCRR) Sections 200.2(b)(11), 200.4(b)(4),  
200.4(e)(3), and 200.4(f), 200.4(d)

Adopted: 7/13/99  
Revised: 9/17/08  
Revised: 6/16/10  
Revised: 10/17/2012  
Reviewed: 10/21/2015  
Revised: 9/19/2018  
Revised: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy**  
**Series 7000 – Instruction**  
**Policy #7121 – DISCIPLINE OF STUDENTS WITH DISABILITIES**

Generally, should a student with a disability infringe upon the established rules of BOCES, disciplinary action shall be in accordance with procedures set forth in the Student Conduct and Discipline Code and in conjunction with applicable law and the determination of the Committee on Special Education which could include removal from school.

If such removal is in excess of ten (10) cumulative days or otherwise constitutes a change in placement because it is for more than ten (10) consecutive school days or constitutes a pattern, of a student with a disability, or disciplinary action is contemplated against a student with a disability as a result of a student's possession of a weapon or drugs, or inflicts serious bodily injury upon another person while at ~~school~~ BOCES or on ~~school~~ BOCES premises or at a ~~school~~ BOCES function, the Committee on Special Education (CSE) shall, to the extent required by current applicable federal and state law, conduct a review of the relationship between the child's disability and the behavior subject to the disciplinary action. The home district will determine if a pattern of removals constitutes a change in placement which is subject to due process and judicial reviews. If it is determined, as a result of this review, that the student's behavior is not a manifestation of his/her disability, the relevant disciplinary procedures applicable to students without disabilities may be applied to the student in the same manner in which they would be applied to students without disabilities, subject to the parent/guardian's right to request a hearing objecting to the manifestation determination and the home school district's obligation to provide a free, appropriate public education to such student.

If it is determined that the student's behavior is a manifestation of his/her disability, the student may not be removed from the current placement unless in accordance with law. If the team determines the conduct in question, was the direct result of failure to implement the IEP, the home district must take immediate steps to remedy those deficiencies. The student shall be referred to the CSE for program modification. The CSE will conduct a functional behavioral assessment if one has not been conducted.

**Provision of Services Regardless of the Manifestation Determination**

Regardless of the manifestation determination, students with a disability shall be provided the services necessary for them to continue to participate in the general education curriculum and progress toward meeting the goals set out in their IEP, as determined and implemented by the home district. They must also receive, as appropriate, a functional behavioral assessment, behavioral intervention services and modifications designed to address the behavior violation so it does not recur:

- a) For suspensions for up to ten (10) school days in a school year that do not constitute a change in placement;
- b) For subsequent suspensions for periods of ten (10) consecutive school days or less in the aggregate total more than ten (10) school days in a school year, but do not constitute a disciplinary change in placement;
- c) For suspensions for periods in excess of ten (10) school days in a school year which do not constitute a disciplinary change in placement.

**Monroe 2-Orleans BOCES Policy**  
**Series 7000 – Instruction**  
**Policy #7121 – DISCIPLINE OF STUDENTS WITH DISABILITIES**

- d) For suspensions or other disciplinary removals in excess of ten (10) school days in a school year which do constitute a disciplinary change in placement the IAES and services will be determined by the CSE.

**Interim Alternative Educational Setting (IAES)**

Students with disabilities who have been suspended or removed from their current placement for more than ten (10) school days may be placed in an IAES which is a temporary educational setting other than the student's current placement at the time the behavior precipitating the IAES placement occurred.

Additionally, an Impartial Hearing Officer in an expedited due process hearing may order a change in placement of a student with a disability to an appropriate IAES for up to forty-five (45) school days if the Hearing Officer determines that maintaining the current placement is substantially likely to result in injury to the students or others.

NOTE: Refer also to Policies #6210 -- Student Conduct, #6212 -- Student Suspension and #6216 -- Student Discipline.

Education Law Section 3214  
8 New York Code of Rules and Regulations  
(NYCRR) Section 100.2(1)

**Policy References:**

Refer also to Policies #6210 -- Student Conduct, #6212 -- Student Suspension and #6216 -- Student Discipline.

Adopted: 7/13/99  
Revised: 9/17/08  
Reviewed: 6/16/2010  
Revised: 10/17/2012  
Revised: 8/21/13  
Reviewed: 10/21/2015  
Revised: 9/19/2018  
Revised: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy**

**Series 7000 – Instruction**

**Policy #7122 – STUDENTS PRESUMED TO HAVE A DISABILITY FOR DISCIPLINE PURPOSES**

The parent of a student who has violated any rule or code of the BOCES and who was not identified as a student with a disability at the time of such behavior may assert several protections provided for under the Individuals with Disabilities Education Act (IDEA) and State regulations if the home school district is deemed to have had knowledge (as determined in accordance with law and/or regulations and referenced below) that the student was a student with a disability before the behavior that precipitated the disciplinary action occurred.

**Basis of Knowledge**

The home school district shall be deemed to have knowledge that the student had a disability if prior to the time the behavior occurred:

- a) The parent of the student had expressed concern in writing to supervisory or administrative personnel, or to a teacher of the student, that the student is in need of special education and related services. However, expressions of concern may be oral if the parent does not know how to write or has a disability that prevents a written statement;
- b) The parent of the student has requested an evaluation of the student; or
- c) A teacher of the student, or other BOCES personnel, has expressed specific concerns about a pattern of behavior demonstrated by the student, directly to the home school district's Director of Special Education or to other home school district supervisory personnel in accordance with the home District's established child find or special education referral system.

**Exception**

A student is not a student presumed to have a disability for discipline purposes if, as a result of receiving the information specified above (i.e., subheading "Basis of Knowledge"):

- a) The parent of the student has not allowed an evaluation of the student pursuant to law and/or regulations;
- b) The parent of the student has refused services under law and/or regulations; or
- c) The student has been evaluated and it was determined that the student is not a student with a disability.

**Responsibility for Determining Whether a Student is a Student Presumed to Have a Disability**

If it is claimed by the parent of the student or by BOCES personnel that the home school district had a basis for knowledge, in accordance with law and/or regulation, that the student was a student with a disability prior to the time the behavior subject to disciplinary action occurred, it shall be the responsibility of the Superintendent of Schools, Building Principal or other home district school official imposing the suspension or removal to determine whether the student is a student presumed to have a disability.

**Monroe 2-Orleans BOCES Policy**

**Series 7000 – Instruction**

**Policy #7122 – STUDENTS PRESUMED TO HAVE A DISABILITY FOR DISCIPLINE PURPOSES**

**Conditions That Apply if There is No Basis of Knowledge**

If it is determined that there is no basis for knowledge that the student is a student with a disability, the student may be subject to the same disciplinary measures as any other nondisabled student who engaged in comparable behaviors.

However, if a request for an individual evaluation is made during the time period in which such nondisabled student is subjected to a disciplinary removal, an expedited evaluation shall be conducted in accordance with law and/or regulations. Pending the results of the evaluation, the student shall remain in the educational placement determined by the home district school authorities.

If the student is determined to be a student with a disability taking into consideration information from the evaluation and information provided by the parents, the home school district shall provide special education and related services in accordance with law and/or regulations.

Individuals with Disabilities Education Improvement Act of 2004 [Public Law 108-446, Section 615(k)(5)]  
Individuals with Disabilities Education Act (IDEA)  
20 United States Code (USC) Section 1400 et. seq.  
34 Code of Federal Regulations (CFR) Part 300  
8 New York Code of Rules and Regulations (NYCRR) Section 201.5

Adopted: 7/08/2005

Reviewed: 6/16/2010

Revised: 10/17 /2012

Reviewed: 10/21/2015

Reviewed: 9/19/2018

Reviewed: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy**  
**Series 7000 – Instruction**  
**Policy #7123 – USE OF TIME OUT ROOMS**

The Board prohibits the use of a time out room for disciplinary reasons but allows an unlocked room for the purpose of providing an opportunity for the child to safely de-escalate and re-enter the classroom.

A time out room is defined “as an area for a student to safely de-escalate, regain control and prepare to meet expectations to return to his/her education program.” If a time out room(s) is to be used, it must be used in conjunction with a behavioral intervention plan (that is designed to teach and reinforce alternative appropriate behaviors) in which a student is removed to a supervised area in order to facilitate self-control or when it is necessary to remove a student from a potentially dangerous situation and for unanticipated situations that pose an immediate concern for the physical safety of a student or others.

The Board directs the District Superintendent to create regulations governing use of time out rooms and in accordance with law.

Adopted: 03/19/2008  
Revised: 6/16/2010  
Revised: 10/17/2012  
Reviewed: 10/21/2015  
Reviewed: 9/19/2018  
Reviewed: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy**

**Series 7000 – Instruction**

**Policy #7130 – BOCES 2 CENTER FOR WORKFORCE DEVELOPMENT, ADULT AND CONTINUING EDUCATION**

The BOCES recognizes the value of education to people of all ages. Thus, the Board encourages the District Superintendent to establish fiscally sound procedures to foster the enrollment of adult ~~students~~ *learners* in any appropriate existing program and to establish programs, where feasible, to serve this population when such service will not detract from the responsibilities to the school age residents of component school districts.

The BOCES 2 Center for Workforce Development, Adult and Continuing Education program shall operate on a self-supporting basis with those enrolled sharing a portion or all of the costs. Whenever feasible, program costs may be supplemented by Federal, State, or other authorizing agencies or funding sources.

Adopted: 7/13/99

Revised: 6/16/2010

Revised: 10/17/2012

Reviewed: 10/21/2015

Reviewed: 9/19/2018

Revised: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy**  
**Series 7000 – Instruction**  
**Policy #7140 – CAREER AND TECHNICAL EDUCATION**

**Equal Opportunity**

The BOCES prohibits discrimination on the basis of age, sex, race, religion, color, national origin, disability, creed, marital status, veteran status, military status, sexual orientation, prior criminal offense, domestic violence victim status, gender identity, gender expression, or genetic status in any career education program or activity of this BOCES.

The career and technical education program and/or activities shall be readily accessible to students with disabilities.

**Public Notification**

Prior to the beginning of each school year or academic semester, the BOCES shall issue an appropriate public announcement which advises students, parents, employees and the general public that career education opportunities will be offered without regard to age, sex, race, religion, color, national origin, disability, creed, marital status, veteran status, military status, sexual orientation, prior criminal offense, domestic violence victim status, gender identity, gender expression, or genetic status. Included in such announcement will be the name, address, and telephone number of the person designated to coordinate Title IX, Section 504, ADA activities, i.e., the Civil Rights Compliance Officer *and Title IX Coordinator*.

**Grievance Procedure**

Grievance procedures for resolving complaints regarding discrimination based on sex and/or disability shall be available upon request to the Human Resources Department to adequately inform students, parents and employees of the existence of these procedures.

Education Law Article 93  
8 New York Code of Rules and Regulations  
(NYCRR) Sections 100.2(h) and 141 et seq.

**Policy References:**

Refer also to Policies #1440 -- Non-Discrimination; #1571 -- Advisory Committees; and #6462 -- Student Harassment and Bullying Prevention and Intervention – Dignity for All Students Act.

Adopted: 7/13/99  
Revised: 6/16/2010  
Revised: 10/17/2012  
Revised: 10/21/2015  
Revised: 9/19/2018  
Revised: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy**

**Series 7000 – Instruction**

**Policy #7150 – EVALUATION OF INSTRUCTIONAL PROGRAMS AND SERVICES**

The implementation and determination of the effectiveness of BOCES programs are the responsibility of the District Superintendent and his/her staff. Each program or service shall have a set of goals or objectives that are consistent with the broader goals and practices of education. In addition, efforts to determine and report the relative effectiveness of the program or service shall be conducted on a systematic basis and in accordance with acceptable evaluative standards.

Accordingly, appropriate means for the evaluation of BOCES programs and services shall be developed and maintained. Elements of such evaluation may include:

- a) Specially designed evaluation instruments to be used by school administrators and staff in local districts and others to evaluate phases of BOCES operations.
- b) Utilization of State Education Department services; participation in regional studies; contracted evaluation services.
- c) Testing programs designed to measure student achievement.
- d) Follow-up studies of students who have been educated in BOCES programs.

Evaluation of the various programs and services shall be a basic means through which BOCES plans for the future in meeting the needs of school districts.

8 New York Code of Rules and Regulations  
(NYCRR) Section 100.2(m)

Adopted: 7/13/99

Revised: 6/16/2010

Reviewed: 10/17/2012

Reviewed: 10/21/2015

Reviewed: 9/19/2018

Reviewed: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy**  
**Series 7000 – Instruction**  
**Policy #7151 – ORGANIZATION FOR INSTRUCTION**

Organization of instructional services and programs shall provide for equality of opportunity for all and still be flexible enough to accommodate the individual or unique needs of students and/or districts being served. The BOCES encourages organizational structures that enable the most favorable implementation of instructional programs for the component districts and are consistent with Department approval. Planning, program development, identification of resources and evaluation are integral components of a successful service, and are viewed as cooperative endeavors involving BOCES and local district officials in their mutual identification, development and establishment.

Adopted: 7/13/99  
Revised: 6/16/2010  
Reviewed: 10/17/2012  
Reviewed: 10/21/2015  
Reviewed: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy**  
**Series 7000 – Instruction**  
**Policy #7152 – PROGRAM INITIATION**

Services of the BOCES shall be designed to supplement, advise, support and strengthen the activities and programs of the local school districts and the community. Programs operated by BOCES shall comply with current requirements of Education Law, Regulations of the Commissioner and recognized standards of practice unless specifically exempted by the State Education Department.

Component district officials and Department personnel are encouraged to be involved in the planning and decision-making leading to the establishment and operation of shared service programs. All new programs should be initiated on the basis of need as determined by the local school district, State Education Department and/or BOCES officials.

The District Superintendent shall endeavor to establish new programs to more effectively meet the needs of students, adults, school districts and/or the State Education Department. He/she is authorized to use all necessary legal procedures to accomplish those objectives.

Adopted: 7/13/99

Revised: 6/16/2010

Revised: 10/17/2012

Reviewed: 10/21/2015

Reviewed: 9/19/2018

Reviewed: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy**

**Series 7000 – Instruction**

**Policy #7170 – INSTRUCTION FOR STUDENTS WITH LIMITED ENGLISH PROFICIENCY**

The BOCES recognizes its responsibility to ensure that students of foreign birth or ancestry, who have limited English proficiency, are provided with an appropriate program of bilingual education with an English as a Second Language component or a free-standing program. Where the district requests such services from BOCES, BOCES will follow all applicable laws and regulations in providing services to the district in English as a Second Language, or students with limited English proficiency.

Title I of the Elementary and Secondary Education Act of 1965, as amended by the No Child Left Behind Act of 2001, Sections 1112(g) and 3302(a)  
Education Law Sections 207, 215, 2117, 3204(2)(2-a), 3602, and 3713  
8 New York Code of Rules and Regulations (NYCRR) Section 100.2(g) and Parts 117 and 154

Adopted: 7/13/1999

Revised: 4/21/2004

Revised: 6/16/2010

Reviewed: 10/17/2012

Reviewed: 10/21/2015

Reviewed: 9/19/2018

Reviewed: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy**

**Series 7000 – Instruction**

**Policy #7180 – RELIGIOUS CONTENT OF AWARDS CEREMONIES AND HOLIDAY PROGRAMS**

The BOCES remains impartial with regard to religion and seeks neither to advance nor inhibit religion. Students, faculty and administration are reminded of the pluralism of religious beliefs and are urged to be conscious of and respect the sensitivity of others.

Commemoration of special days and events shall emphasize cultural, historical, and artistic values rather than specific religious content. Such programs shall respect the variety of religious affiliations and beliefs existing within the community and shall honor Constitutional requirements.

The BOCES recognizes that activities related to the celebration of religious holidays and events may present an excellent opportunity to teach about religion and foster respect and understanding among students. School activities related to the teaching of cultural and religious traditions should have a secular purpose and must be consistent with and representative of the BOCES' curriculum. In addition, educational goals motivated by secular purposes cannot always filter out religious aspects, and sometimes requires the presentation of material with religious themes. Therefore, activities related to the observance of religious holidays will be permitted to the extent that they foster appropriate educational goals and are conducted in an unbiased and objective manner, focusing on the origins of the holiday, its history, and the generally agreed upon meaning of the holiday observance.

Students shall be given the option to be excused from participation in those parts of an activity or program involving a religious theme which conflicts with their own religious beliefs or that of their parent(s)/guardian(s). Alternative activities may be provided that are of instructional value.

Education Law Section 3204(5)

Adopted: 7/13/99

Revised: 6/16/2010

Reviewed: 10/17/2012

Reviewed: 10/21/2015

Reviewed: 9/19/2018

Reviewed: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy**  
**Series 7000 – Instruction**  
**Policy #7210 – MEDIA PREVIEW AND PURCHASING**

The BOCES shall collect and maintain a media library for the purpose of assisting and improving instruction for those component districts which subscribe to its service.

No media shall be purchased for the BOCES without having been previewed by the Program Administrator in charge of the Media Library.

Purchase of recommended media by the BOCES is solely for the purpose of making materials available to participating schools and in no way shall be construed to mandate or dictate the use of a specific item by any individual or school district.

Adopted: 7/13/1999

Revised: 6/16/2010

Reviewed: 10/17/2012

Revised: 10/21/2015

Reviewed: 9/19/2018

Reviewed: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy**  
**Series 7000 – Instruction**  
**Policy #7220 – CONTROVERSIAL ISSUES**

Controversial issues may be studied as part of the curriculum and teachers shall present these issues in their classrooms in an impartial and objective manner.

Any such study of controversial issues should be provided at a level appropriate to the student's readiness, under competent instructors and in an atmosphere where the student may express beliefs and form opinions without fear of jeopardy or reprisals. Balanced instructional materials pertinent to such controversial issues and appropriate to the level of the student(s) should be accessible to the student in order to assure opportunity to examine all sides of an issue.

Teachers wishing to call upon outside speakers in the presentation of controversial issues are required to obtain the approval of the principal/program administrator who shall keep in mind the obligation for presenting opposing views as well, and who shall inform the District Superintendent prior to the presentation.

It is also recognized that parents and citizens of the community have a right to object to perceived unfair and prejudiced presentations made by a teacher. In considering such objections, the District Superintendent shall provide for a hearing so that both parties may fairly express their views. If requested, the District Superintendent's decision may be appealed to the Board.

Adopted: 7/13/1999

Revised: 6/16/2010

Revised: 10/17/2012

Reviewed: 10/21/2015

Reviewed: 9/19/2018

Reviewed: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy**  
**Series 7000 – Instruction**  
**Policy #7230 – USE OF COPYRIGHTED MATERIALS**

It is the intent of the BOCES to abide by the provisions of the United States Copyright Law.

All employees and students are prohibited from copying, displaying, publishing, downloading, duplicating, or reproducing materials not specifically allowed by the copyright law, fair use guidelines, licenses or contractual agreements, or the permission of the copyright holder.

Any employee or student who disregards the copyright law and policy shall be in violation of United States Copyright Laws and BOCES policy and shall assume any and all liability.

The BOCES copyright officer will provide information for all employees regarding current copyright law and maintain copyright records. The copyright officer will serve as the designated agent registered with the United States Copyright Office to expeditiously respond to any notices of claimed copyright infringement.

Regulations and procedures shall be developed by the District Superintendent detailing what can and cannot be copied, duplicated, reproduced, downloaded, displayed, or published. Appropriate copyright notices will be placed on or near all equipment used for duplication, copying, reproducing, and downloading.

Title 17, United States Code Section 101 et seq.

Adopted: 7/13/99

Revised: 9/17/08

Revised: 6/16/10

Reviewed: 10/17/2012

Reviewed: 10/21/2015

Revised: 6/21/2017

Reviewed: 9/19/2018

Reviewed: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy**

**Series 7000 – Instruction**

**Policy #7240 – TEXTBOOKS AND OTHER INSTRUCTIONAL MATERIALS**

Textbooks and other instructional materials necessary to provide an appropriate educational program for students shall be provided by the BOCES. Textbooks shall be selected by appropriate instructional personnel and recommended to the District Superintendent or his/her designee for approval. Optional materials may be considered for students whose parent(s) and/or guardian(s) find instructional materials objectionable.

Students may be charged for textbooks or supplemental books that have been lost, destroyed, damaged or defaced.

In the BOCES Career and Technical Education program, certain textbooks, instructional supplies and safety equipment may be sold to the students when these materials can reasonably be expected to be needed by the students as they pursue the careers for which they are being trained.

Education Law Section 701 et seq.

Adopted: 7/13/99

Revised: 6/16/2010

Reviewed: 10/17/2012

Reviewed: 10/21/2015

Reviewed: 9/19/2018

Reviewed: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy**  
**Series 7000 – Instruction**  
**Policy #7310 – FIELD TRIPS**

The BOCES, recognizing the inherent value of properly organized and conducted field trips to the educational process, endorses the use of these learning experiences to the degree which financial resources permit.

Overnight trips, out-of-state trips, or non-district bus trips and trips involving special circumstances require the District Superintendent/designee's approval at least two weeks in advance. Appropriate transportation shall be provided, as well as adult supervision, and insurance coverage of student and adult participants.

The District Superintendent/designee is authorized to cancel a trip and/or withdraw approval in extenuating circumstances, or in response to Federal Bureau of Investigation, United States Department of State, or any *local, state or federal* government agency warning against or prohibiting travel. BOCES is not liable for any cost or expense incurred by an individual student, parent, teacher, staff, or others due to the withdrawal or cancellation of the trip.

Field trip parental permission slips must be completed *for all field trips (school day and overnight)*, and sent home with each participating student. A signed permission slip from the parent/legal guardian must be received before the student may participate in the trip. Participation will be excused where the parent has concerns, and the student will not be penalized for nonparticipation on the field trip and alternative work will be provided in school.

*The BOCES employee responsible for the field trip must enter the trip in advance, into the on-line field trip request system. The on-line trip request must proceed completely through the approval path before final approval and a decision is granted or denied.*

The Code of Conduct applies at all times on all field trips.

### **Transportation**

Transportation may be provided for field trips that enhance or enrich the educational program. Arrangements shall be made in accordance with administrative procedures.

### **Center for Workforce Development**

Adult learners who visit a worksite location as part of the curriculum will sign a waiver of liability form prior to the visit.

Adopted: 2/26/2003

Revised: 6/16/2010

Revised: 10/17/2012

Reviewed: 10/21/2015

Revised: 11/16/2016

Revised: 9/19/2018

Revised: 3/20/2019

Revised: \_\_\_\_\_ 2021

**Monroe 2-Orleans BOCES Policy**  
**Series 7000 – Instruction**  
**Policy #7330 - HOMEWORK**

Homework is a significant supplemental learning experience for the individual student. Care must be taken that homework demands on the individual shall be reasonable and shall not preclude other worthwhile instructional experiences.

Adopted: 7/13/99  
Reviewed: 6/16/2010  
Reviewed: 10/17/2012  
Reviewed: 10/21/2015  
Reviewed: 9/19/2018  
Reviewed: \_\_\_\_\_ 2021

9. New Business

2. Resolution to Accept Donation by Dock Hardware of scrap metal for use by welding students

### GIFTS AND DONATIONS

*Donor Information:*

Company or Individual Name: DOCK HARDWARE If Company, Contact Person: TONY TOSCANO

Address: 21 SENECA AVE

Phone Number: 585-737-6153 E-Mail: TONY@DOCKHARDWARE.COM

Description of item(s) to be donated; if additional space is needed, please add additional page and check here:   
SCRAP METAL KIDS TO PRACTICE ON.

Is Item(s) in Working Condition: N/A If not, please explain: \_\_\_\_\_

When can BOCES 2 Staff view the item: N/A

*Your signature indicates your offer to donate the above item(s). Only the Board may accept gifts of either money, trusts, or merchandise. Any gifts or grants donated and accepted will be by official action through Board resolution. The Board will not accept gifts that place encumbrances on future boards or result in unreasonable, additional or hidden costs. The Board will not accept a gift which constitutes a conflict of interest and/or gives the appearance of impropriety. All gifts, grants, and/or bequests shall become the sole property of the BOCES. The District Superintendent or designee will acknowledge, in writing, the receipt of the gift or donation on behalf of the Board, but does not assign a value for tax purposes.*

Signature of Donor: Anthony Toscano Date: 8/13/21

*To Be Completed By BOCES 2 Staff:*

Staff Member Name: Scott Prince Dept: CTE Phone Ext: X2740

Name of staff member to be notified upon Board approval: Scott Prince

Supervisor name and review: Paula Boughton PB

Proposed use of donated item:  
Students in the welding program will use donated material to practice on.  
Dock Hardware has donated material in the past.

How will the item reduce costs or benefit the program:  
material will not have to be purchased out of budget.

Board Date: 9/15/2021

[Signature]  
Cabinet Administrator Signature

8/18/2021  
Date

[Signature]  
District Superintendent

8/31/21  
Date

Board Action: Accept

Board Action: Reject

9. New Business

3. Resolution to Accept Donation by Shawndra Products of metal pipe and plates in various lengths and sizes for use by welding students

# GIFTS AND DONATIONS Prince/Padlick

**Donor Information:**

Company or Individual Name: Shawndra Products, Inc. If Company, Contact Person: Lauren Colvin, General Manager - welding & testing operations

Address: 1514 Rochester street Lima NY 14485

Phone Number: 585-624-4500 E-Mail: Lauren@shawndra.com

Description of item(s) to be donated; if additional space is needed, please add additional page and check here:

1/4" to 10" pipe - random lengths & various thickness plates - various sizes and thicknesses, angle iron - random sizes

Is Item(s) in Working Condition: Not Machinery If not, please explain: Material that is too small for us to use (length wise) and we would like to donate to the welding program to teach kids how to weld pipe and structural plate.

When can BOCES 2 Staff view the item: upon its arrival at school facility

Your signature indicates your offer to donate the above item(s). Only the Board may accept gifts of either money, trusts, or merchandise. Any gifts or grants donated and accepted will be by official action through Board resolution. The Board will not accept gifts that place encumbrances on future boards or result in unreasonable, additional or hidden costs. The Board will not accept a gift which constitutes a conflict of interest and/or gives the appearance of impropriety. All gifts, grants, and/or bequests shall become the sole property of the BOCES. The District Superintendent or designee will acknowledge, in writing, the receipt of the gift or donation on behalf of the Board, but does not assign a value for tax purposes.

Signature of Donor: [Signature] Date: 8/10/21

**To Be Completed By BOCES 2 Staff:**

Staff Member Name: Scott Prince Dept: CTE Phone Ext: X2740

Name of staff member to be notified upon Board approval: Scott Prince

Supervisor name and review: Paula Boughton [Signature]

Proposed use of donated item: Students in the welding program will use donation to practice skills.

How will the item reduce costs or benefit the program: Items will not have to be purchased from program budget.

Board Date: 9/15/2021

[Signature]  
Cabinet Administrator Signature

8/18/2021  
Date

[Signature]  
District Superintendent

8/31/21  
Date

Board Action: Accept

Board Action: Reject

9. New Business

4. Annual Update on School Safety and the Educational Climate (SSEC) (Tim Dobbertin)

9. New Business

5. Review of NYSSBA Convention Proposed Resolutions

9. New Business

6. Board Reps for Building Level Emergency Plans

9. New Business

7. Board Development

10. Personnel and Staffing

1. Resolution to Approve Personnel and Staffing Agenda

11. Bids/Lease Purchases

1. Resolution to Accept Welder Bid
2. Resolution to Accept Disposal Service Bid
3. Resolution to Accept AV Install Service Bid

**BOARD OF COOPERATIVE EDUCATIONAL SERVICES  
Second Supervisory District of Monroe and Orleans Counties  
3599 Big Ridge Road, Spencerport, NY 14559**

**BID RECOMMENDATION**

**WELDER**

**Bid #RFB-1984-21**

The following bid was opened on August 24, 2021 at 2:00 P.M.

My recommendation for the award of this contract is as follows:

Praxair Distribution, Inc.      \$15,049.10

Bids obtained: 8

Bids returned: 2

**BID ANALYSIS**

The bid for a Welder has been recommended for award to the lowest responsive and responsible bidder that met all required bid specifications. This will be used to upgrade equipment at CTE.

Funds to be provided from the 2021-2022 CTE Budget or CTE Equipment Reserve as needed.

August 27, 2021

Date



Director of Procurement

**BOARD OF COOPERATIVE EDUCATIONAL SERVICES  
Second Supervisory District of Monroe and Orleans Counties  
3599 Big Ridge Road, Spencerport, NY 14559**

**BID RECOMMENDATION**

**DISPOSAL SERVICE**

Bid #RFB-1988-21

The following bid was opened on September 9, 2021 at 2:00 P.M.

My recommendation for the award of this contract is as follows:

Waste Management of New York, LLC \$64,340.04

Bids obtained: 8

Bids returned: 1

**BID ANALYSIS**

The bid for Disposal Service has been recommended for award to the lowest responsive and responsible bidder that met all required bid specifications. The bid is used by our Operation and Maintenance Department to provide garbage and recycling service throughout BOCES 2.

Funds to be provided from the 2021-22 & 2022-23 Operation and Maintenance budget.

September 9, 2021  
Date

  
\_\_\_\_\_  
Director of Procurement

**BOARD OF COOPERATIVE EDUCATIONAL SERVICES  
Second Supervisory District of Monroe and Orleans Counties  
3599 Big Ridge Road, Spencerport, NY 14559**

**BID RECOMMENDATION**

**COOPERATIVE AUDIO-VISUAL  
EQUIPMENT INSTALLATION SERVICE**

Bid #RFB-1987-21

The following bid was opened on September 9, 2021 at 2:00 P.M.

My recommendation for the award of this contract is as follows:

Troxell (Primary Vendor)	\$98,359.00
The Smart Guys (Secondary Vendor)	Backup vendor as needed

Bids obtained: 19

Bids returned: 4

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**BID ANALYSIS**

The bid for Cooperative Audio-Visual Equipment Installation Service has been recommended for award to the lowest responsive and responsible bidders that met all required specifications. The bid for Cooperative Audio-Visual Equipment Installation Service will be used for installations at BOCES 2, and component School Districts.

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Funds to be provided from the 2021-2022 & 2022-2023 CATS Budget.

September 10, 2021  
Date

  
Director of Procurement

12. Executive Officer's Reports
  1. Albany D.S. Report
  2. Local Update

### 13. Committee Reports

- Labor Relations Committee (J. Abbott, K. Dillon)
- Legislative Committee (K. Dillon, C. Dawson)
- Information Exchange Committee (C. Dawson, C. Phillips)

## 14. Upcoming Meetings/Calendar Events

September 15	Noon	Information Exchange (Shadow Lake Golf Club)
	5:30 pm	Individual Board member photos (ESC, PDC 1 and 2)
	6:30 pm	Monroe 2-Orleans BOCES Board Meeting (ESC, PDC 1 and 2)
September 22	8:30-12:30	New Board Member Orientation – C. Dawson
	Noon	Labor Relations Committee (DoubleTree Inn)
September 23	8:00 am	MCSBA Fall Law Conference (Shadow Lake Golf Course)
September 24-26		NYSCOSS Fall Leadership Summit
October 1	8:00 -4:00	NYSSBA Board Officer Academy (Hilton Garden Inn)
October 6	Noon	MCSBA Legislative Committee Meeting (DoubleTree)
	5:45 pm	MCSBA Executive Committee (DoubleTree)
October 11		Columbus Day (BOCES Closed)
October 12	8:30-12:30	New Board Member Orientation – H. Pyke
	6:00 pm	Holley Board Meeting 3800 North Main Street, Holley
October 13	Noon	MCSBA Information Exchange (Shadow Lake Golf Course)
	1:30 pm	Board Officer Agenda Review (ESC – Board Room)
	6:30 pm	Kendall Board Meeting 16887 Roosevelt Highway, Kendall
October 16	7:30 am	MCSBA Finance Conference (TBD)
October 18-22		Board Member Recognition Week
October 20	Noon	MCSBA Labor Relations Committee Meeting (DoubleTree)
	6:30 pm	Monroe 2-Orleans BOCES Board Meeting (ESC, PDC 1 and 2)

15. Other Items

16. Executive Session

## 17. Adjournment