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

MINUTES

of the Regular Meeting held on Wednesday, September 17, 2025, at 6:00 p.m. at the Richard E. Ten Haken Educational Services Center, 3599 Big Ridge Road, Spencerport, New York 14559

Members Present

Dennis Laba, President
R. Charles Phillips, Vice President
John Abbott
Michael May
Stephanie Merkley
James Musshafen

Absent: Christa Bowling, Kathleen Dillon, Gerald Maar

Staff Present

Thomas K. Putnam
Karen Brown
Steve Dawe
Ian Hildreth
Kelly Mutschler
Steve Roland
Thomas Schulte
Jill Slavny
Travis Sleight
Lynda Van Coske

Guests: Becky Maslowski, Tyler Papkey, Andrew Fowler, Karen McJury, Heather Case, Christine Pisaturo-Purcel, Amanda Bianchi, Kim Stephenson, Sim Spagnola, Karrie Freemen

1. The meeting was called to order by President Laba at 6:00 pm.

2. Pledge of Allegiance

3. Agenda Modification

4. Approval of Minutes
   Resolved: To Approve the Minutes of the August 20, 2025, Regular Meeting
   Moved by J. Abbott, seconded by J. Musshafen; passed unanimously

5. Student Board Member Xavier Williams was unable to attend the meeting and will be introduced at the October Meeting.

6. District Superintendent presented the September S.H.I.N.E. Awards to Becky Maslowski and Taylor Papkey. The board congratulated and thanked the recipients who then left the meeting at 6:07 pm.

7. Public Interaction – There was one speaker

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

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

9. Board Presentations
   1. Assistant Superintendent for Human Resources Karen Brown provided the board with the Human Resources Annual Update. The board asked questions and thanked Ms. Brown for the information
   2. Director of Operations and Maintenance Travis Sleight presented the annual update for O&M. The board asked some questions and thanked Mr. Sleight, who left the meeting at 6:40 pm.

10. Old Business – There was no old business

11. New Business
    1. Resolved: To Waive the Second Reading and Approve Updates to Policy Series 3000 as presented. Lynda VanCoske left the meeting at
    Moved by M. May, seconded by C. Phillips; passed unanimously

    2. Resolved: To Approve 2025 Regional Summer School Lease Amendments for Greece CSD and Gates CSD
    Moved by J. Abbott, seconded by S. Merkley; passed unanimously

    3. Resolved: To Approve 2025 Extended School Year Lease Amendment for Spencerport CSD
    Moved by M. May, seconded by J. Musshafen; passed unanimously

    4. WHEREAS, four (4) BOCES (Onondaga-Cortland-Madison BOCES, Albany-Schoharie-Schenectady-Saratoga BOCES, Madison-Oneida BOCES and Broome-Tioga BOCES) have collaborated and entered into an Article 5 General Municipal Law intermunicipal arrangement for the purpose of improving vendor management and data security and privacy practices for school districts and/or BOCES statewide known as the RIC ONE Risk Operations Center (the "ROC");

    WHEREAS, the Monroe 2-Orleans BOCES, through its affiliation with a locally based Regional Information Center, participates with the ROC and desires, for the 2025-2026 fiscal year, to authorize the ROC and its attorneys to negotiate Data Privacy Agreements and related exhibits (DPAs) with vendors and third-party contractors that include the requirements of, and compliance with, New York State Education Law Section 2-d and Part 121 Regulations (collectively, "Ed Law 2d") related to student personally identifiable information (PII) and certain Teacher and Principal APPR data;"

    WHEREAS, the ROC also partners with NYSED, the Access4Learning Student Data Privacy Consortium (SDPC) and The Education Cooperative (TEC), to negotiate and approve Ed Law 2-d compliant DPAs;

    WHEREAS the DPAs are presented to school districts and/or BOCES for final execution and do not require the expenditure of funds beyond those budgeted;

    BE IT RESOLVED, the Monroe 2-Orleans Board of Cooperative Educational Services authorizes the use of DPAs negotiated by the RIC ROC and its attorneys, consistent with its needs and the needs of its students; and

    BE IT FURTHER RESOLVED, that the Monroe 2-Orleans Board of Cooperative Educational Services reserves to itself the right to make determinations regarding the use of such DPAs and the software and/or technology resources to which they relate.

Moved by J. Abbott, seconded by S. Merkley; passed unanimously;

5. BE IT HEREBY RESOLVED that the Monroe 2-Orleans Board of Cooperative Educational Services hereby accepts the gift of scrap fabricating metal from SPX, Inc. for the duration of the 2025-2026 school year with these conditions:
The scrap fabricating metal will not require Monroe 2-Orleans BOCES to expend funds in accepting delivery of the metal. SPX does not place any encumbrance on the acceptance of this donation. The scrap metal is only to be used for CTE students in the welding class for academic purposes. None of the metal can be removed from Monroe 2-Orleans BOCES premises or otherwise sold.

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

6. Assistant Superintendent of Instructional Programs Thomas Schulte reviewed the Annual Update on School Safety and the Educational Climate (SSEC) with the board.

7. Dr. Putnam and the board reviewed Assistant Superintendents' feedback on the proposed NYSSBA resolutions. The discussion will inform the board's voting delegate during the NYSSBA vote on the resolutions in October 2025. The board thanks the administrators for providing feedback.

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

    Moved by J. Musshafen, seconded by S. Merkley; passed unanimously

13. Bids/Lease Purchases – There were no bids/ lease purchases to approve

14. Student Representative Report – Student member was absent

15. Executive Officer's Report

Albany Updates:

- Regionalization Plans due October 1, 2025. Focus areas:
  - Creation of a Regionalization Steering Committee
  - Transportation
  - Address Waitlists in Special Education & CTE
  - Early College Access Coser
  - Universal Prekindergarten (UPK)
  - Regional Supports for Mental Health and Drug/Alcohol Counseling
  - Alternative HS/Expansion of Tutoring/Distance Learning
- BOCES Expo for Board of Regents (November 3rd)
  - In addition to the Annual BOCES Expo held in the spring
  - Audience is the Board of Regents & State Education Dept
  - Location is the SED building in Albany
  - BOCES 2 will be showcasing our Phlebotomy Program (CTE)
- NY Inspires & Portrait of a Graduate
  - 26-27 is Year 1
  - We anticipate the Board of Regents approving new standards and graduation measures this fall.

Local Updates

- Plan for JUUL Funds
  - Partnership between Monroe 1 BOCES and Monroe 2-Orleans BOCES
- Department of Exceptional Children – Update
- First Day of School for students. District Superintendent and Assistant Superintendent Thomas Schulte visited Terry Taylow, Ridgecrest, Westview, and WEMOCO on the first day of school.
- BOCES 2 CTE Careers in Agriculture Open House – October 2, 2025

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

17. Other Items – there were no other items

18. Executive Session
At 7:05 pm, S. Merkley made a motion to adjourn the meeting to executive session to discuss particular matter (s) regarding the district-wide school safety plan that will imperil public safety if disclosed; seconded by J. Abbott; passed unanimously

Respectfully Submitted

Kelly Mutschler
Clerk of the Board

Members Present

Dennis Laba, President
R. Charles Phillips, VP
John Abbott
Michael May
Stephanie Merkley
James Musshafen

Others present: Thomas Putnam, Steve Roland

At 7:10 pm, a motion was made by Stephanie Merkley, seconded by J. Abbott to come out of Executive Session; passed unanimously.

Resolved: To Approve the 2025-26 Monroe 2-Orleans BOCES building-level emergency response plans for:

- 2025-26 Springdale Farms, 696 Colby St., Spencerport, NY 14559
- 2025-26 Paul Road Transition Program, 849 Paul Road, North Chili, NY 14624

Resolved: To Approve Updated NYSED Language and Appendix N for the 2025-26 Emergency Response Plans approved by the board on August 20, 2025, listed below:

- 2025-26 BOCES 4 Science, 771 Elmgrove Rd, Gates, NY 14624
- 2025-26 CaTS Comm and Tech Service Center, 3625 Buffalo Road, Gates, NY
- 2025-26 CMC Warehouse, 35 Turner Drive, Spencerport, NY
- 2025-26 Educational Services Center, 3599 Big Ridge Road, Spencerport, NY
- 2025-26 Ridgecrest, 3625 Buffalo Road, Gates, NY
- 2025-26 Rochester Tech Park, 160 Wallace Way, Gates, NY

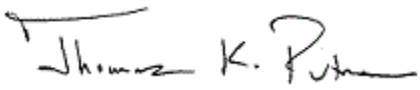
- 2025-26 Village Plaza 16-18-20 Slayton Ave Spencerport NY
- 2025-26 WEMOCO 3589 Big Ridge Rd. Spencerport NY
- 2025-26 Westside Academy 3555 Buffalo Road, Gates, NY
- 2025-26 Westview, 3635 Buffalo Road, Gates, NY

Resolutions after executive session were moved together by C. Phillips, seconded by S. Merkley, passed unanimously

17. Adjournment

At 7:12 pm, a motion was made by J. Musshafen, to adjourn the meeting, seconded by S. Merkley; passed unanimously.

Respectfully submitted,



Thomas K. Putnam
District Superintendent, Clerk Pro Tem