



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

There will be a Regular Meeting of the Monroe 2-Orleans Board of Cooperative Educational Services on Wednesday, November 15, 2023, at 5:00 pm at the Richard E. TenHaken Educational Services Center, 3599 Big Ridge Road, Spencerport, NY 14559

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

BOARD MEMBERS

Dennis Laba, President	Trina Lorentz
R. Charles Phillips, Vice President	Gerald Maar
John Abbott	Michael May
Cindy Dawson	Heather Pyke
Kathleen Dillon	

AGENDA

1. Call the Meeting to Order
2. Pledge of Allegiance
3. Agenda Item(s) Modifications
4. Approval of Minutes: October 18, 2023 Regular Meeting Minutes
5. Public Interaction
6. Financial Reports
 1. Resolution to Accept Treasurer's Report
 2. Resolution to Accept WinCap Reports
 3. Resolution to Accept Quarterly Extra Classroom Report
 4. Internal Claims Exception Log
 5. 23-24 Annual Grant Summary Review
7. Audit Committee
 1. Resolution to Approve the Minutes of the October 18, 2023 Audit Committee Meeting
8. Board Presentation - Preschool Program and Budget Update, Interim Director of Exceptional Children Joseph Kelly, Special Education Supervisor Heather Malone, and Assistant School Business Official Gary Manuse
9. Old Business - Questions on the Public Inter-district Schools Report
10. New Business
 1. Resolution to Accept Donation of Autobody Parts from Wilbert's Family Enterprises
 2. Resolution to Approve Revision to the Monroe 2-Orleans BOCES Organizational Chart

11. Personnel and Staffing
 1. Resolution to Approve Personnel and Staffing Agenda
 2. Resolution to Certify Lead Evaluator of Teachers
12. Bids/Lease Purchases
 1. Resolution to Accept Toyota Forklift Truck 2023 or Newer Bid
 2. Resolution to Accept Ford E-350 Cab and Cutaway Chassis 2023 or Newer Bid
13. Executive Officer's Reports
 1. Albany D.S. Report
 2. Local Update
14. Committee Reports
 1. Labor Relations Committee
 2. Legislative Committee
 3. Information Exchange
15. Upcoming Meetings/Calendar Events

Nov 10		Veterans' Day Holiday - BOCES Closed
Nov 15	Noon	MCSBA Labor Relations Committee - (DoubleTree)
	4:30 pm	Board Portraits/Group photo (ESC/PDC4)
	5:00 pm	Board Meeting (ESC, Board Room)
	6:00 pm	Board Development Session with Cabinet (ESC/PDC4)
Nov 16	6:00 pm	CTE Expo - WEMOCO
Nov 18	6:00 pm	Monroe 2-Orleans Educational Foundation Celebration (RCC)
Nov 22-24		Thanksgiving Holiday - BOCES Closed
Nov 28	6:00 pm	National Technical Honor Society Induction Ceremony (ESC-PDC 1&2)
Nov 29	Noon	MCSBA Legislative Committee Meeting (DoubleTree)
	5:45 pm	MCSBA Executive Committee Meeting (Monroe's - Ridgemont)
Nov 30	3:30 pm	Celebrating You! Employee Recognition Event (ESC - PDC)
Dec 14	Noon	Board Officer Agenda Review (RCC)
Dec20	6:00 pm	Board Meeting (ESC, Board Room)

16. Other Items
17. Executive Session
18. Adjournment

1. Call the Meeting to Order

2. Pledge of Allegiance

3. Agenda Item(s) Modifications

4. Approval of Minutes: October 18, 2023 Regular Meeting
Minutes

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

MINUTES

of the Regular Meeting held on Wednesday, October 18, at 6:00 p.m. at the Richard E. Ten Haken Educational Services Center, Spencerport, New York 14559.

Members Present

Dennis Laba, President	Trina Lorentz
R. Charles Phillips, Vice President	Gerry Maar
John Abbott	Michael May
Cindy Dawson	Hearther Pyke
Kathleen Dillon	

Staff Present

Jo Anne Antonacci	Marijo Pearson
Karen Brown	Linda Rice
Stephen Dawe	Steve Roland
Ian Hildreth	Tom Schulte

1. The meeting was called to order by President Laba at 6:00 pm.
2. Pledge of Allegiance
3. Agenda Modification - There were no agenda modifications
4. Approval of Minutes
Resolved: To Approve the Minutes of the September 27, 2023 Regular Meeting
Moved by J. Abbott, seconded by M. May; passed unanimously
5. There was no public interaction
6. Financial Reports
Resolved: To Accept the Treasurer's Report as presented
Moved by K. Dillon, seconded by J. Abbott ; passed unanimously

Resolved: To Accept the WinCap Reports as presented
Moved by C. Phillips, seconded by K. Dillon; passed unanimously
7. Board Presentation - Tom Zuber from Mengel, Metzger, Barr, CPA. reviewed Monroe2-Orleans BOCES 2022-23 audit. Mr. Zuber left the meeting at 6:09 p.m.
 1. Resolved: To Accept the Audit Report entitled Basic Financial Statement for Year Ended June 30, 2023.
Moved by M. May; seconded by G. Maar; passed unanimously
 2. Resolved: To Accept the Management Letter for Year Ended June 30, 2023
Moved by M. May; seconded by G. Maar; passed unanimously

3. Resolved: To Accept Corrective Action Plan for the Year Ended June 30, 2023
Moved by M. May; seconded by G. Maar; passed unanimously

8. Old Business

1. Whereas, on or about October 20, 2021, the Board passed a resolution authorizing litigation against Altria Group, Inc. and Philip Morris USA, Inc., Altria Client Services LLC, Altria Enterprises LLC, and Altria Group Distribution Company (collectively "Altria"); and

Whereas, the parties have reached a settlement of this litigation in the amount of \$16,062.00 (less disbursements and fees).

Now therefore be it resolved, that the Board approves the settlement of the Altria litigation in the amount of \$16,062.00 (less disbursements and fees) and authorizes the Superintendent to execute any settlement documents on behalf of the Board.

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

9. Recognition of School Board Members

10. New Business

1. Resolved: To Accept Corrective Action Plan for the Results of Testing Report for the Year Ending June 30, 2023

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

2. Resolved: Resolution to Approve 2023-2025 Academic Intervention Services Plan

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

3. Resolved: Resolution to Accept Donation of Columbia Cabinets from VP Supply

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

4. Assistant Superintendent for Instructional Programs Tom Schulte provide the annual Regional Summer School and Extended School Year Report. The board asked questions and thanked Tom for the update.

11. Personnel and Staffing

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

Moved by C. Phillips, seconded by G. Maar ; passed unanimously

2. Resolved: To Approve the Substitute Pay Rates

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

12. Executive Officer's Report

District Superintendent Jo Anne Antonacci, together with Assistant Superintendents Dr. Marijo Pearson and Tom Schulte attended the New York State Council of School Superintendents in Saratoga October 1-3, 2023.

The Inclusivity Action Community met this week and rolled out the 2023-24 work plan.

A BOCES team attended the Standard Reunification Method Training presented by the I Love You Guys Foundation. A plan will be developed for our BOCES.

CTE Students are scheduled to be on-site at Springdale by the end of the month. Efforts continue to identify space options for various programs; BOCES is engaged in an enrollment study to assist with short- and long-term planning.

ACT for Education webcasts are starting back up. Jo Anne will be facilitating the October session on Family Engagement.

Monroe 2 Orleans BOCES received a Supervisory District survey. Upon the retirement of a District Superintendent, the Supervisory District and those contiguous are surveyed to determine whether any redistricting might be made that would better serve the educational needs of the district.

Holiday events that benefit students and families will begin soon. The Kiwanis Toy Drive, The Fall Food Drive and Holiday Connections information will be going out to the board and staff next week. Jo Anne reminded the board of the Educational Foundation Celebration taking place at Ridgemont Country Club on Saturday, November 18. This fundraiser provides scholarships and awards to BOCES 2 students.

13. Committee Reports

Labor Relations Committee - J. Abbott, K. Dillon

Legislative Committee - K. Dillon, C. Dawson

Information Exchange - C. Dawson, C. Phillips

14. Upcoming Meetings/Calendar Events - the various meetings for the month were listed in the agenda

15. Other Items -

16. At 6:58 p.m. a motion was made by M. May to adjourn to executive session; seconded by J. Abbott; passed unanimously

Respectfully Submitted



Linda Rice
Alternate Clerk of the Board

Members Present

Dennis Laba
R. Charles Phillips
John Abbott
Cindy Dawson
Kathleen Dillon

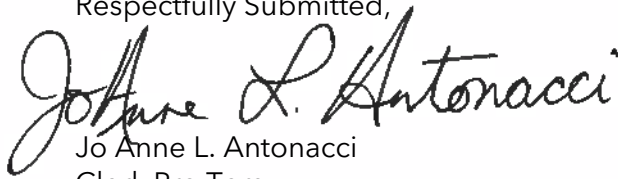
Trina Lorentz
Gerald Maar
Michael May
Heather Pyke

At 7:23 p.m. a motion was made by K. Dillon, seconded by M. May to come out of Executive Session; passed unanimously.

17. Adjournment

At 7:23 p.m. a motion was made by K. Dillon to adjourn the meeting, seconded by J. Abbott; passed unanimously.

Respectfully Submitted,

A handwritten signature in black ink that reads "Jo Anne L. Antonacci". The signature is written in a cursive style with a large, stylized initial "J".

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 Reports
3. Resolution to Accept Quarterly Extra Classroom Report
4. Internal Claims Exception Log
5. 22-23 Annual Grant Summary Review

Monroe 2 - Orleans BOCES
Treasurer's Report
Period Ending September 30, 2023

	GENERAL FUND		SPECIAL AID FUND	
BEGINNING CASH ON HAND		6,140,609.60		1,005,858.11
RECEIPTS:				
Interest Earned	49,159.29		188.74	
Charges for Services	10,181,636.00		-	
Non-Contract Services	5,227.14		-	
Collected for Other Funds	-		-	
State, Federal and Local Aid	14,977,209.45		735,889.94	
Transfers from Other Funds	818,809.91		-	
Miscellaneous Funds	80,908.34		2,797.24	
TOTAL RECEIPTS	26,112,950.13	26,112,950.13	738,875.92	738,875.92
DISBURSEMENTS				
Payroll and Benefits	4,856,022.56		575.00	
Warrants	6,420,181.11		57,057.23	
Transfers to Other Funds	-		818,809.91	
Miscellaneous Disbursements	48.31		716.06	
TOTAL DISBURSEMENTS	11,276,251.98	(11,276,251.98)	877,158.20	(877,158.20)
ENDING CASH ON HAND:		20,977,307.75		867,575.83
GENERAL FUND CHECKING		16,671,504.03	SPECIAL AID CHKG - CHASE	802,520.06
GENERAL FUND CLASS		4,364.38	SPECIAL AID CHKG - M&T	65,055.77
PAYROLL CHECKING		73,436.66		
DENTAL/FSA ACCOUNT CASH		109,203.28		
GENERAL FUND CD		1,030,611.45		
CASH- LIABILITY RESERVE		232,110.39		
CASH- UNEMPLOYMENT RES		168,364.05		
CASH- CTE RESERVE		55,218.25		
TREASURY INVESTMENTS		2,632,495.26		
		20,977,307.75		867,575.83

	MISC SPECIAL REVENUE	
BEGINNING CASH ON HAND		71,673.63
RECEIPTS:		
Interest Earned	123.31	
Component Contributions	-	
Transfers from Other funds	-	
Donations	-	
Miscellaneous Funds	-	
TOTAL RECEIPTS	123.31	123.31
DISBURSEMENTS		
Warrants	-	
Scholarships	402.80	
Transfers to Other Funds	-	
Miscellaneous Disbursements	-	
TOTAL DISBURSEMENTS	402.80	(402.80)
ENDING CASH ON HAND:		71,394.14
	B4 SCIENCE	-
	GIFT FUND SAVINGS	71,394.14
		<u>71,394.14</u>

	CAPITAL FUND	
		1,908,361.74
	3,553.64	
	-	
	-	
	-	
	-	
	3,553.64	3,553.64
	70,585.00	
	-	
	-	
	-	
	70,585.00	(70,585.00)
		1,841,330.38
	CAPITAL FUND CHECKING	311,418.47
	CAPITAL FUND INVESTMENTS	1,529,911.91
		<u>1,841,330.38</u>

----- CUSTODIAL FUNDS -----

	Rochester Area School Health Plan I	Rochester Area School Health Plan II	Rochester Area School Workers' Comp Plan	Wayne Finger Lakes Workers' Comp Plan	TOTAL CUSTODIAL
BEGINNING CASH ON HAND	14,774,793.49	138,361,441.40	36,742,744.28	307,810.26	190,186,789.43
RECEIPTS:					
Interest Earned	70,564.53	264,940.38	154,671.70	-	
Contributions	1,052,249.98	14,411,452.90	125,074.50	193,638.50	
Miscellaneous Funds	-	-	58,110.76	34,940.49	
TOTAL RECEIPTS	1,122,814.51	14,676,393.28	337,856.96	228,578.99	16,365,643.74
DISBURSEMENTS					
Claims	1,335,739.10	20,122,788.63	441,099.20	243,336.22	
Admin and Other Disbursements	97,414.56	748,161.38	-	-	
TOTAL DISBURSEMENTS	1,433,153.66	20,870,950.01	441,099.20	243,336.22	(22,988,539.09)
ENDING CASH ON HAND:	14,464,454.34	132,166,884.67	36,639,502.04	293,053.03	183,563,894.08
RASHP I CHECKING	3,374,590.66				3,374,590.66
RASHP I SAVINGS / INVESTMENTS	4,700,163.06				4,700,163.06
RASHP II CHECKING		11,672,116.79			11,672,116.79
RASHP II SAVINGS / INVESTMENTS		59,700,994.66			59,700,994.66
RASWC CHECKING			4,737,412.59		4,737,412.59
RASWC SAVINGS / INVESTMENTS			16,841,792.94		16,841,792.94
WFL WC CHECKING				293,053.03	293,053.03
TREASURY INVESTMENTS	6,389,700.62	60,793,773.22	15,060,296.51		82,243,770.35
TOTAL CASH	14,464,454.34	132,166,884.67	36,639,502.04	293,053.03	183,563,894.08

Collateral Analysis	M&T Bank	Five Star Bank	Chase Bank
Bank Totals	20,536,211.39	81,273,702.61	19,623,558.53
<i>Collateral:</i>			
FDIC	500,000.00	250,000.00	250,000.00
Additional FDIC through CD Option	-	-	-
Collateral held by Bank	-	-	21,962,063.55
Collateral held by Third Party	20,465,669.07	15,712,196.80	-
	<u>20,965,669.07</u>	<u>15,962,196.80</u>	<u>22,212,063.55</u>
Over / (Under) Collateralized	429,457.68	(65,311,505.81)	2,588,505.02

Treasurer's Notes:

We received \$477,394.38 from Monroe County for 18-19 and 19-20 preschool rate changes.
22-23 September State aid came in and will be disbursed in October.

This is to certify that I have received these balances:

Kelley Mutschler
District Clerk

11/9/2023
Date

[Signature]
Assistant Superintendent for Finance and Operations

10/18/23
Date

[Signature]
Treasurer

10/16/23
Date

MONROE 2 - ORLEANS BOCES

Revenue Status Report As Of: 10/31/2023

Fiscal Year: 2024

Fund: A GENERAL FUND

Revenue Account	Service	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
0 Administration			12,321,411.00	15,300.00	12,336,711.00	6,455,898.92	5,989,660.80	124,148.72
1 Career Education			11,321,341.00	271,512.57	11,592,853.57	4,797,051.91	6,618,735.89	12,527.32
2 Special Education			33,462,373.41	2,020,880.85	35,483,254.26	14,195,098.09	21,249,234.88	7,891.15
3 Itinerent Services			8,909,962.17	-44,936.32	8,865,025.85	4,364,584.07	4,500,341.78	0.00
4 General Instruction			3,923,125.59	214,877.15	4,138,002.74	2,250,039.81	1,902,457.82	36,825.81
5 Instruction Support			19,762,383.68	3,307,702.75	23,070,086.43	12,392,898.16	9,897,385.95	970.00
6 Other Services			14,005,275.82	-2,950,355.61	11,054,920.21	4,435,944.44	6,304,111.84	6.80
Total GENERAL FUND			103,705,872.67	2,834,981.39	106,540,854.06	48,891,515.40	56,461,928.96	182,369.80

* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.

These are estimates to balance the budget

MONROE 2 - ORLEANS BOCES

Budget Status Report As Of: 10/31/2023

Fiscal Year: 2024

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
0 Administration							
100 SALARIES		1,272,363.00	0.00	1,272,363.00	440,408.55	780,756.34	51,198.11
200 EQUIPMENT		15,650.00	-650.00	15,000.00	944.23	2,453.00	11,602.77
300 SUPPLIES		16,450.00	-50.00	16,400.00	6,773.03	8,298.70	1,328.27
400 CONTRACTUAL		429,623.00	15,200.00	444,823.00	165,590.35	201,992.89	77,239.76
470 Rental of Facilities		2,487,597.00	0.00	2,487,597.00	590,017.53	628,546.32	1,269,033.15
700 INTEREST ON REVENUE NOTES		4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
800 EMPLOYEE BENEFITS		644,854.00	0.00	644,854.00	191,413.97	339,708.51	113,731.52
899 Oth Post Retirement Benft		6,102,956.00	0.00	6,102,956.00	1,644,437.84	0.00	4,458,518.16
910 TRANSFER TO CAPITAL FUND		1,000,000.00	0.00	1,000,000.00	1,000,000.00	0.00	0.00
950 TRANSFER FROM O & M		72,806.00	0.00	72,806.00	0.00	0.00	72,806.00
960 TRANSFER CHARGE		275,112.00	800.00	275,912.00	800.00	0.00	275,112.00
Subtotal of 0 Administration		12,321,411.00	15,300.00	12,336,711.00	4,040,385.50	1,961,755.76	6,334,569.74
1 Career Education							
100 SALARIES		5,199,515.00	0.00	5,199,515.00	1,007,129.89	3,691,738.71	500,646.40
200 EQUIPMENT		182,075.00	268,764.58	450,839.58	297,147.84	152,449.03	1,242.71
300 SUPPLIES		522,500.00	70,183.73	592,683.73	167,786.00	195,593.98	229,303.75
400 CONTRACTUAL		463,250.00	133,333.79	596,583.79	240,591.85	284,947.46	71,044.48
490 SCH DIST AND OTHER BOCES		12,075.00	11,989.12	24,064.12	2,406.41	0.00	21,657.71
800 EMPLOYEE BENEFITS		2,718,960.00	-225,000.00	2,493,960.00	532,811.74	1,419,688.28	541,459.98
950 TRANSFER FROM O & M		1,563,009.00	0.00	1,563,009.00	0.00	0.00	1,563,009.00
960 TRANSFER CHARGE		660,457.00	482.99	660,939.99	482.99	0.00	660,457.00
970 TR CREDTS FR SERVICE PROGR		0.00	-50.00	-50.00	-80.00	0.00	30.00
990 TRANS CREDTS FR OTHER FUND		-500.00	0.00	-500.00	0.00	0.00	-500.00
Subtotal of 1 Career Education		11,321,341.00	259,704.21	11,581,045.21	2,248,276.72	5,744,417.46	3,588,351.03
2 Special Education							
100 SALARIES		6,100,421.00	633,732.00	6,734,153.00	1,108,980.55	4,806,224.82	818,947.63
200 EQUIPMENT		39,199.00	88,792.48	127,991.48	52,262.48	8,129.07	67,599.93
300 SUPPLIES		47,113.00	17,029.05	64,142.05	8,232.40	10,037.42	45,872.23
400 CONTRACTUAL		830,232.00	684,236.93	1,514,468.93	43,908.24	27,713.18	1,442,847.51
490 SCH DIST AND OTHER BOCES		5,305,044.41	688,530.18	5,993,574.59	599,113.99	0.00	5,394,460.60
800 EMPLOYEE BENEFITS		3,699,887.00	-9,400.00	3,690,487.00	949,080.68	2,410,712.15	330,694.17
950 TRANSFER FROM O & M		444,536.00	0.00	444,536.00	0.00	0.00	444,536.00
960 TRANSFER CHARGE		16,995,941.00	1,141.20	16,997,082.20	1,141.20	0.00	16,995,941.00
970 TR CREDTS FR SERVICE PROGR		0.00	-1,141.20	-1,141.20	-1,141.20	0.00	0.00
Subtotal of 2 Special Education		33,462,373.41	2,102,920.64	35,565,294.05	2,761,578.34	7,262,816.64	25,540,899.07
3 Itinerent Services							
100 SALARIES		12,223,522.00	8,665.00	12,232,187.00	1,908,285.44	8,281,176.58	2,042,724.98
200 EQUIPMENT		97,046.00	-1,734.00	95,312.00	200.00	380.00	94,732.00
300 SUPPLIES		51,249.00	500.00	51,749.00	6,725.84	5,973.61	39,049.55

MONROE 2 - ORLEANS BOCES

Budget Status Report As Of: 10/31/2023

Fiscal Year: 2024**Fund: A GENERAL FUND**

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
400 CONTRACTUAL		604,121.00	1,906.42	606,027.42	35,073.11	30,992.86	539,961.45
490 SCH DIST AND OTHER BOCES		130,503.17	71,471.45	201,974.62	9,865.46	0.00	192,109.16
800 EMPLOYEE BENEFITS		6,685,862.00	-12,551.00	6,673,311.00	1,317,843.45	3,581,843.71	1,773,623.84
950 TRANSFER FROM O & M		4,789.00	0.00	4,789.00	0.00	0.00	4,789.00
960 TRANSFER CHARGE		1,416,855.00	1,234.00	1,418,089.00	1,234.00	0.00	1,416,855.00
970 TR CREDTS FR SERVICE PROGR		-12,303,985.00	0.00	-12,303,985.00	0.00	0.00	-12,303,985.00
Subtotal of 3 Itinerent Services		8,909,962.17	69,491.87	8,979,454.04	3,279,227.30	11,900,366.76	-6,200,140.02
4 General Instruction							
100 SALARIES		2,016,483.00	-56,441.62	1,960,041.38	1,015,368.84	803,014.82	141,657.72
200 EQUIPMENT		5,400.00	5,627.94	11,027.94	1,347.50	5,791.46	3,888.98
300 SUPPLIES		17,528.00	49,887.44	67,415.44	4,488.32	14,852.40	48,074.72
400 CONTRACTUAL		562,373.00	107,216.83	669,589.83	279,600.99	130,445.20	259,543.64
490 SCH DIST AND OTHER BOCES		242,652.59	49,394.97	292,047.56	56,084.89	0.00	235,962.67
800 EMPLOYEE BENEFITS		731,912.00	-28,616.50	703,295.50	262,856.67	329,925.24	110,513.59
950 TRANSFER FROM O & M		194,568.00	0.00	194,568.00	0.00	0.00	194,568.00
960 TRANSFER CHARGE		205,419.00	0.00	205,419.00	0.00	0.00	205,419.00
970 TR CREDTS FR SERVICE PROGR		-50,250.00	0.00	-50,250.00	0.00	0.00	-50,250.00
990 TRANS CREDTS FR OTHER FUND		-2,960.00	0.00	-2,960.00	0.00	0.00	-2,960.00
Subtotal of 4 General Instruction		3,923,125.59	127,069.06	4,050,194.65	1,619,747.21	1,284,029.12	1,146,418.32
5 Instruction Support							
100 SALARIES		6,135,511.00	324,710.00	6,460,221.00	1,660,451.33	4,099,631.71	700,137.96
200 EQUIPMENT		4,703,236.00	1,686,759.15	6,389,995.15	2,012,283.21	166,214.08	4,211,497.86
300 SUPPLIES		894,870.00	182,581.40	1,077,451.40	374,926.21	180,117.58	522,407.61
400 CONTRACTUAL		5,620,281.00	754,137.04	6,374,418.04	4,070,297.13	421,136.34	1,882,984.57
490 SCH DIST AND OTHER BOCES		623,219.68	214,719.47	837,939.15	157,419.64	0.00	680,519.51
800 EMPLOYEE BENEFITS		2,966,357.00	48,044.00	3,014,401.00	779,013.36	1,861,803.05	373,584.59
950 TRANSFER FROM O & M		826,867.00	2,500.00	829,367.00	0.00	0.00	829,367.00
960 TRANSFER CHARGE		1,147,287.00	3,858.69	1,151,145.69	1,763.69	0.00	1,149,382.00
970 TR CREDTS FR SERVICE PROGR		-3,086,596.00	-5,600.28	-3,092,196.28	-5,600.28	0.00	-3,086,596.00
990 TRANS CREDTS FR OTHER FUND		-68,649.00	0.00	-68,649.00	0.00	0.00	-68,649.00
Subtotal of 5 Instruction Support		19,762,383.68	3,211,709.47	22,974,093.15	9,050,554.29	6,728,902.76	7,194,636.10
6 Other Services							
100 SALARIES		2,600,762.00	-17,250.00	2,583,512.00	852,825.69	1,620,205.64	110,480.67
200 EQUIPMENT		501,684.00	100,148.81	601,832.81	187,048.23	1,193.50	413,591.08
300 SUPPLIES		34,107.00	9,077.00	43,184.00	6,276.60	7,921.58	28,985.82
400 CONTRACTUAL		3,859,688.00	283,760.14	4,143,448.14	1,031,261.92	1,720,502.27	1,391,683.95
490 SCH DIST AND OTHER BOCES		7,657,101.82	-3,446,486.61	4,210,615.21	769,563.04	0.00	3,441,052.17
800 EMPLOYEE BENEFITS		1,144,493.00	0.00	1,144,493.00	347,028.21	733,771.14	63,693.65
950 TRANSFER FROM O & M		130,421.00	0.00	130,421.00	0.00	0.00	130,421.00
960 TRANSFER CHARGE		130,425.00	858.60	131,283.60	858.60	0.00	130,425.00

MONROE 2 - ORLEANS BOCES

Budget Status Report As Of: 10/31/2023

Fiscal Year: 2024

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
970 TR CRED FR SERVICE PROGR		-1,972,247.00	-849.00	-1,973,096.00	-849.00	0.00	-1,972,247.00
990 TRANS CRED FR OTHER FUND		-81,159.00	0.00	-81,159.00	0.00	0.00	-81,159.00
Subtotal of 6 Other Services		14,005,275.82	-3,070,741.06	10,934,534.76	3,194,013.29	4,083,594.13	3,656,927.34
7 Undefined							
100 SALARIES		3,716,914.00	0.00	3,716,914.00	1,288,401.68	2,328,798.52	99,713.80
200 EQUIPMENT		50,375.00	-1,000.00	49,375.00	17,400.57	8,018.51	23,955.92
300 SUPPLIES		230,875.00	1,000.00	231,875.00	82,843.98	77,374.47	71,656.55
400 CONTRACTUAL		2,036,863.00	3,763.00	2,040,626.00	736,221.59	684,055.83	620,348.58
800 EMPLOYEE BENEFITS		1,781,754.00	-528.00	1,781,226.00	509,041.67	1,016,306.99	255,877.34
950 TRANSFER FROM O & M		600,828.00	-2,500.00	598,328.00	0.00	0.00	598,328.00
960 TRANSFER CHARGE		1,575,456.00	-735.00	1,574,721.00	1,390.00	0.00	1,573,331.00
970 TR CRED FR SERVICE PROGR		-8,831,698.00	0.00	-8,831,698.00	0.00	0.00	-8,831,698.00
990 TRANS CRED FR OTHER FUND		-1,161,367.00	0.00	-1,161,367.00	0.00	0.00	-1,161,367.00
Subtotal of 7 Undefined		0.00	0.00	0.00	2,635,299.49	4,114,554.32	-6,749,853.81
Total GENERAL FUND		103,705,872.67	2,715,454.19	106,421,326.86	28,829,082.14	43,080,436.95	34,511,807.77

2023-2024 GRANTS

CoSer	Grant	Funding Source	Dept	22/23 Amount	23/24 Amount	Purpose
293	EPE	State	Center for Workforce Development	\$532,413	\$417,442	<ul style="list-style-type: none"> - Provides employment preparatory education in literacy and training and assistance in obtaining a HSE (high school equivalency). - Education is geared towards ESL (English for Speakers of other Languages), low income & economically disadvantaged students. - State Ed reports must be filed on each student to report progress.
392	Regional Bilingual Education Resource Network - Mid-West Region	State	RBERN	\$1,111,506	\$1,185,543	<ul style="list-style-type: none"> - Develops and delivers professional development on instruction and assessment practices that support academic achievement for ELLs (English Language Learners). - Supports the design and enhancement of educational programs for ELLs. - Provides technical assistance and professional development on state and federal regulations policies regarding ELLs. - Offers increased access to resources and information for education of ELLs.
492	Perkins Grant	Federal	Career & Technical Education	\$324,692	\$421,373	<ul style="list-style-type: none"> - Perkins IV funds are to be used for CTE program improvement, targeting areas identified in the Comprehensive Local Needs Assessment conducted last school year.
806	Adult Education	Eastman Savings & Loan	Center for Workforce Development	N/A	\$200,000	<ul style="list-style-type: none"> - Redesigning Adult CTE Programs for Quality and Sustainability to support HVAC programs. - New staffing to support career placement and curriculum development, new instructional equipment and supplies.
809	Learning Unlimited Grant	Monroe #1 BOCES	Exceptional Children	Spring \$15,000	Fall \$15,000.00	<ul style="list-style-type: none"> - Provides individuals over the age of 18 who are still living at home with the opportunity to work on independent living skills such as; cooking, cleaning, shopping, and recreational activities.
811	NYSDOL Education Stabilization Fund - Reimagine Workforce Preparation	Federal	Center for Workforce Development	N/A	\$116,400	<ul style="list-style-type: none"> - New and existing staffing to support Dental Program instruction, supplies, and reimbursement for student tuition for up to 30 students; offset costs by closing previous full-time dental program.
813	Office of Strategic Workforce Development	State	Center for Workforce Development	N/A	\$700,000 - 2 years to spend	<ul style="list-style-type: none"> - Electrical Careers Expansion - 3 short term programs Electrical Fundamentals for the Construction Trade, Industrial & Mechanical Electrical and Industrial Operator. - New and existing staffing to support instructional quality and career placement services; new instructional equipment; tuition reimbursement for up to 140 students over 2 years.
820	School Library Systems	State	Communications & Technology Services	\$153,667	\$154,013	<ul style="list-style-type: none"> - Fosters resource sharing among academic, public and school libraries to support school librarians and school library programs. - Provides services in support of K-12 education and student achievement through quality library resources, information, and programs in accordance with NYSED approved 5 Year Plan of Service.
830	Summer Advanced Manufacturing Experience	Monroe County Industrial Development Corporation	Career & Technical Education	\$20,000	\$20,000	<ul style="list-style-type: none"> - To train and prepare the workforce in this region to work in the precision machining field due to a strong upturn in business. - Students are provided with training in machine safety, print reading, machining processes, company visits, and 21st century skills.

2023-2024 GRANTS

CoSer	Grant	Funding Source	Dept	22/23 Amount	23/24 Amount	Purpose
837	NYS Regional Adult Education Network (RAEN)	State	Curriculum, Instruction & Professional Development	10/1/22-9/30/23 \$181,206	10/1/23-9/30/24 \$181,317	<ul style="list-style-type: none"> - In partnership with the New York State Education Department (NYSED) Office of Adult Career and Continuing Education Services-Adult Education Program and Policy (ACCES-AEPP), the Finger Lakes chapter of RAEN will deliver quality, research-based professional development and training, and effective communication links to State and federally-funded agencies providing adult literacy services. - Our mission is to provide staff development resources to improve the skills of adult education practitioners to improve the quality of the adult education and family literacy programs funded by ACCES-AEPP. - The RAEN will also provide technical assistance in coordination with ACCES-AEPP to assist adult education programs in meeting statewide benchmarks on the National Reporting System's (NRS) core indicators and any other monitoring tools developed by NYSED. - The Finger Lakes chapter of RAEN (FL-RAEN) serves the counties of Monroe, Wayne, Seneca, Genesee, Ontario, Yates, Livingston, and Wyoming.
851	WIOA- Prog Area 1 - ABE and Literacy	Federal/State	Center for Workforce Development	\$483,703	\$483,703	- To provide basic education and literacy services to adult students
852	WIOA- Prog Area 2 - ESOL/CIVICS	Federal/State	Center for Workforce Development	\$207,659	\$207,659	- To provide career exploration and civics assessment services for adult ELL students.
864	Career Ventures Through SYEP	Rochester Works	Career & Technical Education	\$87,448	\$46,070	<ul style="list-style-type: none"> - Serves eligible youths between the ages of 14-15 years old. - Allows exposure to various career areas. - Provides hands on experience in various areas including a personal portfolio with tools for planning future career preparation.
880	New York State Center for School Health	Federal/State	School Health Services Year (Exceptional Children)	Year 3 - 2/1/23 - 1/31/24 \$653,890	Year 4 2/1/24- 1/31/25 \$682,679	<ul style="list-style-type: none"> - Funded by the NYSED to increase the capability of NYS health personnel in the provision of quality health care and school personnel coordinating and/or delivering health education in the provision of evidence-based health education instruction and programs, inclusive of HIV/AIDS prevention. - Center staff provides school nursing and health education leadership and direction to assist schools, communities, and professional organizations to collaborate, build, maintain and sustain results-driven partnerships to improve the health of students through our website, email subscription service, phone and email support and on-site and on-line professional education offerings.

Monroe 2 - Orleans BOCES
Extra Class Report
July 1, 2023 - September 30, 2023

Balance 7/01/2023		\$ 3,880.17
Add:		
Memberships		\$ 775.00
Vending machine sales		\$ 96.50
BOCES reimbursement of Skills trip		\$ 787.85
Total Receipts		\$ 1,659.35
Deduct:		
Checks 1071-1072		
Conference related expenses		\$ 51.42
Vending machine inventory		\$ 222.50
Total Deductions		\$ 273.92
Balance 9/30/2023		\$ 5,265.60

7. Audit Committee

1. Resolution to Approve October 18, 2023 Audit Committee Meeting Minutes



**Finance
Office**

Steve Roland
Assistant Superintendent
for Finance and Operations
Tel: (585) 352-2412
Fax: (585) 352-2756
Email:
sroland@monroe2boces.org

Audit Committee Meeting

October 18, 2023

Members Present: John Abbott, Dennis Laba, Mike May, Chuck Phillips

Others Present: Jo Anne Antonacci, Steve Roland, Tom Zuber

I. Financial Audit Review (22/23)

Tom Zuber from MMB reviewed the Financial Executive Summary for the Years Ending June 30, 2023 and 2022. Among the areas discussed were the following:

- BOCES Reserve Balances; creation of the Insurance Reserve and redesignation of the Liability Reserve
- Significant OPEB decrease from prior year
- GASB 96 (Software Licenses); minimal impact
- GASB 87 (Equipment Licenses); year 2 of implementation
- 22/23 Management Letter
- No Internal Control weaknesses were found

Cc: Board

8. Board Presentation - Preschool Program and Budget Update, Interim Director of Exceptional Children Joseph Kelly, Special Education Supervisor Heather Malone, and Assistant School Business Official Gary Manuse



Monroe 2-Orleans BOCES
Preschool
November 15, 2023

Integrated

Gates Neil Armstrong

Greece Early Learning Center

Greece English Village

Hilton Village

Spencerport Bernabi

Spencerport Early Learning Center

- **67 students with disabilities**
- **66 general education students**



8:1+3 Self-Contained

- **Two classrooms at Greece English Village**
- **Three classrooms at Exceptional Children Learning Center**
- **Currently servicing 40 students in the 8:1+3 program**



Family Supports

- **Family trainings**
 - **AAC and Speech**
 - **Sensory**
 - **Autism**
- **Related service family newsletter**
- **Collaboration with OPWDD**
- **Open house**



Northeast AAC Summit



- **Preschool featured in the Northeast AAC Summit. Focus on language, literacy and learners in a preschool environment.**



- **Describe how the previous instructional preschool philosophy and focus, has adjusted to accommodate AAC and literacy learners**
- **Describe the emergent literacy routines present in the preschool classroom**
- **Describe key strategies for the implementation of AAC and literacy routines within the preschool classroom**



LITERACY-LANGUAGE RICH LEARNING



CLASSROOM ENVIRONMENT

Added emergent literacy practices during explicit teaching times and across learning opportunities



TEACHER ORCHESTRATED INSTRUCTION

Teacher directs adult learners to accommodate student learning



ROBUST LANGUAGE

Robust AAC is provided as instructional support and dedicated language support for ALL



STAFF

Awareness, acknowledgment and support of all learning and communication attempts



SYSTEMS PROCEDURES

Trial process for dedicated systems
Procedures for modeling devices
Literacy Resources

SUMMARY



CO-TEACHING/TEAM

- We are always referencing concepts taught across environments
- Language is emersed and at the focus of what we do with literacy
- Better for continuity of instruction



STRATEGIES OF INTEGRATING AAC AND LITERACY

- Letter of the day/word of the day
- Predictive chart writing
- Independent reading
- Independent writing
- Shared reading



PRESUME COMPETENCE

- Students can and will learn
- Assume students can understand language and teaching
- Model, model, MODEL
- Kids need repetition
- Build connection

Northeast AAC Summit



Preschool Budget

Fund Balance June 2022:	-\$979,010
2022/23 Deficit:	-\$185,190
Fund Balance June 2023:	-\$1,164,200
Estimated 2023/24 Deficit:	-\$520,145
Recoveries from 2015/16 & 2016/17 Waivers:	\$300,552
Estimated Fund Balance June 2024:	-\$1,383,793
Estimated Future Recoveries:	\$1,162,225
Estimated Unallocated IDEA Funds:	\$203,924
Estimated Adjusted Fund Balance:	-\$17,644
2023/24 Budget:	\$4,988,740



9. Old Business - Questions on the Public Inter-district Schools Report

10. New Business

1. Resolution to Accept Donation of Autobody Parts from Wilbert's Family Enterprises

GIFTS AND DONATIONS

Donor Information:

Company or Individual Name: Wilbert's Family Enterprises
Aaron Wilbert

If Company, Contact Person:

Address: 4936 State Route 104, Williamson, NY 14589

Phone Number: (585)217-7516

E-Mail: aaron@wilberts.com

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

Assortment of body part (hoods, panels, doors, etc)

Is Item(s) in Working Condition: yes

If not, please explain:

When can BOCES 2 Staff view the item: 10/24/23

Your signature indicates your offer to donate the above item(s). Only the Board may accept gifts of either money 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: 

Date: 10-16-23

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

Staff Member Name: Joseph Nowicki Dept: CTE Phone Ext: 2216

Name of Staff Member to be notified upon Board Approval: Leslie Tanner Supervisor Name and Review: _____

Proposed Use of Donated Item:

~~Practice auto body repair skills on salvaged parts.~~

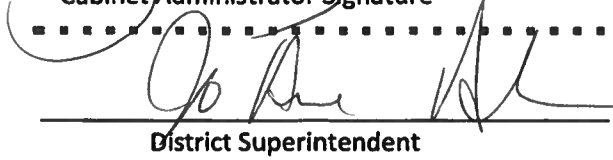
How will the Item Reduce Costs or Benefit the Program:

~~Benefits the program by providing the raw materials needed for students to practice different auto body skill sets.~~

Board Date: November 15, 2023


Cabinet Administrator Signature

10/18/2023
Date

.....

District Superintendent

10/23/23
Date

Board Action: Accept

Board Action: Reject

10. New Business

2. Resolution to Approve Revision to the Monroe 2-Orleans BOCES Organizational Chart

AD HOC POLICY UPDATE CHART

***Organizational Chart
(November Board Review)***

<i>POLICY NUMBER</i>	<i>RATIONALE</i>
3211 Organizational Chart	Changes made to reflect current administrative structure.

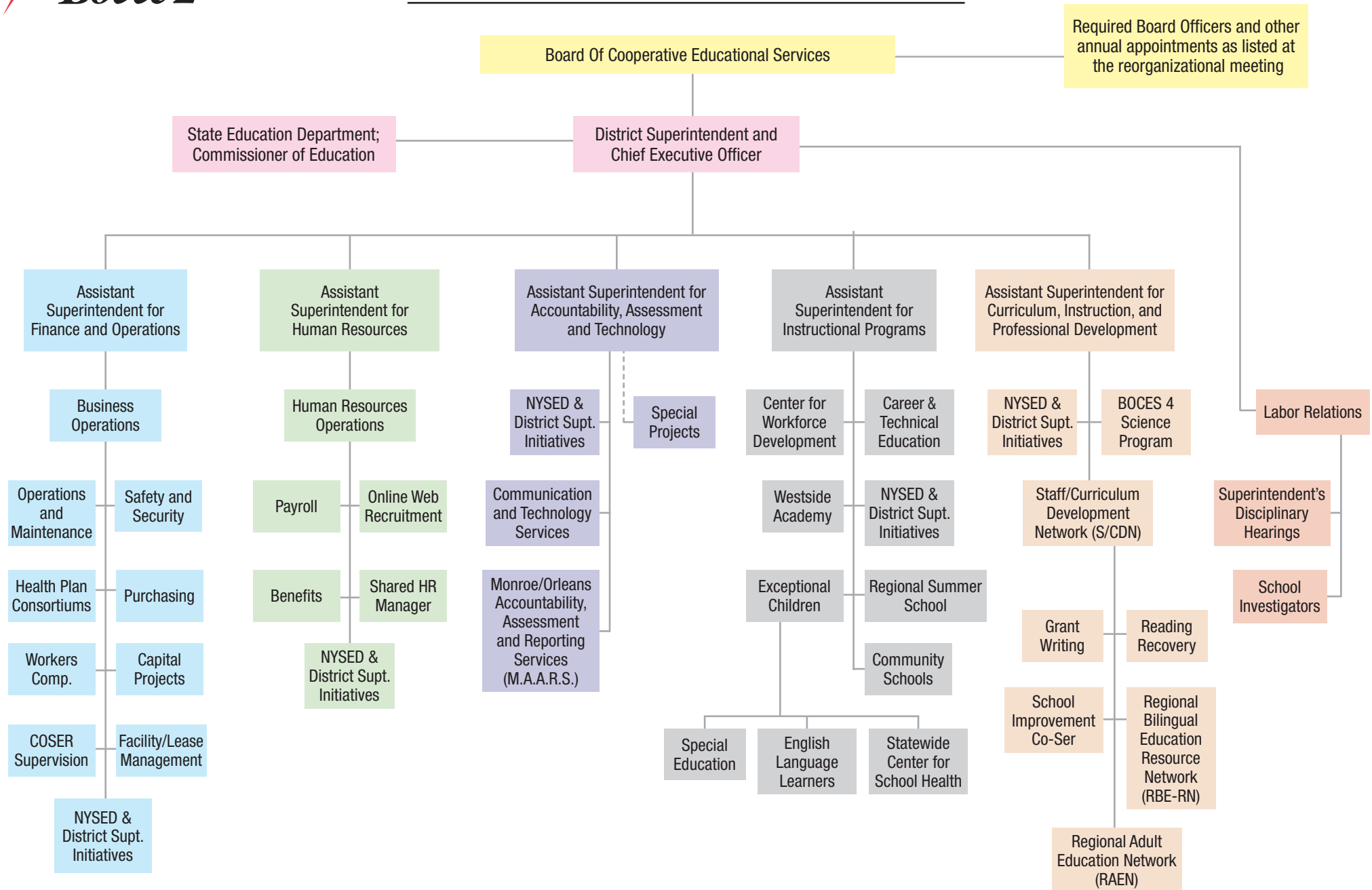
Monroe 2-Orleans BOCES Policy
Series 3000 – Administration
Policy #3211 – ORGANIZATIONAL CHART

The administrative structure of BOCES is contained on the following page.

Any changes in the administrative structure shall be subject to approval by the Board.

Adopted: 7/13/99
Revised: 11/17/2010
Revised: 9/18/2013
Revised: 11/19/2014
Revised: 8/19/2015
Revised: 9/21/2016
Revised: 8/21/2019
Revised: 4/01/2020
Revised: 8/18/2021
Revised: 9/21/2022
Revised: 11/15/2023

Monroe 2–Orleans Board of Cooperative Educational Services
Organizational Chart



11. Personnel and Staffing

1. Resolution to Approve Personnel and Staffing Agenda

11. Personnel and Staffing

2. Resolution to Certify Lead Evaluator of Teachers

RESOLUTION TO CERTIFY LEAD EVALUATOR OF TEACHERS

WHEREAS, the BOCES Board has been provided evidence that the following individuals have completed training which meets the requirements of 8 NYCRR 30-2.10 and the Monroe 2-Orleans BOCES 2023-2024 State-approved Annual Professional Performance Review Plan for certification as a Lead Evaluator of teachers, therefore

BE IT RESOLVED, that, upon recommendation of the District Superintendent, the following individuals be certified as a Lead Evaluator of teachers:

Erin Oliveri

Leslie Tanner

David Thering

12. Bids/Lease Purchases

1. Resolution to Accept Toyota Forklift Truck 2023 or Newer Bid
2. Resolution to Accept Ford E-350 Cab and Cutaway Chassis 2023 or Newer Bid

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

BID RECOMMENDATION

TOYOTA FORKLIFT TRUCK 2023 or NEWER

Bid #RFB-2079-23

The following bid was opened on October 31, 2023, at 2:00 p.m. My recommendation for the award of this bid is as follows:

Awarded Vendor: Toyota Lift Northeast. \$37,833.00


- Bids obtained - 9
- Bids returned - 3

BID ANALYSIS

The bid for the Toyota Forklift Truck has been recommended for award to the lowest responsive and responsible bidder that met all the required bid specifications. The equipment will be used by the O&M Department.

Funds to be provided from the 2023-2024 budget.

November 7, 2023
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

FORD E-350 CAB AND CUTAWAY CHASSIS 2023 or NEWER

Bid #RFB-2080-23

The following bid was opened on November 3, 2023, at 2:00 p.m. My recommendation for the award of this bid is as follows:

Awarded Vendor: Van Bortel Ford, Inc. \$67,750.00

- Bids obtained - 7
- Bids returned - 1

BID ANALYSIS

The bid for the Ford E-350 Cab and Cutaway Chassis has been recommended for award to the lowest responsive and responsible bidder that met all the required bid specifications. The equipment will be used by the BOCES 4 Science Department.

Funds to be provided from the 2023-2024 budget.

November 7, 2023
Date

Wendy Vergamini

Director of Procurement

13. Executive Officer's Reports

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

14. Committee Reports

1. Labor Relations Committee
2. Legislative Committee
3. Information Exchange

15. Upcoming Meetings/Calendar Events

Nov 10		Veterans' Day Holiday - BOCES Closed
Nov 14	6:30 pm	Gates Chili BOE Meeting (1 Spartan Way)
Nov 15	Noon	MCSBA Labor Relations Committee (DoubleTree)
	4:30 pm	Board Portraits/Group photo (ESC/PDC4)
	5:00 pm	Board Meeting (ESC, Board Room)
	6:00 pm	Board Development Session with Cabinet (ESC/PDC4)
Nov 16	6:00 pm	CTE Expo - WEMOCO
Nov 18	6:00 pm	Monroe 2-Orleans Educational Foundation Celebration (RCC)
Nov 22-24		Thanksgiving Holiday - BOCES Closed
Nov 28	6:00 pm	National Technical Honor Society Induction Ceremony (ESC-PDC 1&2)
Nov 29	Noon	MCSBA Legislative Committee Meeting (DoubleTree)
	5:45 pm	MCSBA Executive Committee Meeting (Monroe's - Ridgemont)
Nov 30	3:30 pm	Celebrating You! Employee Recognition Event (ESC - PDC)
Dec 14	Noon	Board Officer Agenda Review (RCC)
Dec20	6:00 pm	Board Meeting (ESC, Board Room)

16. Other Items

17. Executive Session

18. Adjournment