

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 November 18, 2020 at 6:30 p.m. at the Richard E. Ten Haken Educational Services Center, Spencerport, New York 14559.

DUE TO COVID-19, VIDEO CONFERENCING WAS UTILIZED (accord Executive Order 202.1). BOARD MEMBERS AND STAFF JOINED VIA ZOOM. THE PUBLIC WAS INVITED TO LISTEN BY DIALING 1-646-876-9923 (MEETING ID 995 5662 9176 Passcode: 725126).

Members Present:

Dennis Laba, President
R. Charles Phillips, Vice President
John Abbott
Kathleen Dillon-remote

Gerald Maar
Michael May
Constance Rockow
Elizabeth VenVertloh-remote

Members Absent:

John Heise

Staff Present:

Jo Anne Antonacci
Karen Brown, Esq.
Stephen Dawe
Timothy Dobbertin
Nicole Littlewood

Barbara Martorana
Kelly Mutschler
Steve Roland
Dr. Michelle Ryan

Guests:

Joseph Pallatto

1. Call the Meeting to Order
The meeting was called to order by President Laba at 6:30 p.m.
2. Pledge of Allegiance
3. Agenda/Items(s) Modifications
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4. Approval of Minutes
Resolved: To approve the October 21, 2020 Regular Meeting Minutes as presented.

Motion by M. May, seconded by G. Maar; passed unanimously.
5. Public Interaction
There was no public interaction.
6. Financial Reports
S. Roland reported on Treasurer's Report, WINCAP Report, Internal Claims Exception Log, and 2019-2020 Annual Grant Summary Review.

Resolved: To approve the Treasurer's and WINCAP Reports, and Grant Summary Review as presented.

Motion by J. Abbott, seconded by C. Rockow; passed unanimously.

7. Old Business

1. Joseph Pallatto from Campus Construction gave a capital project update. He left the meeting at 6:38 p.m.
2. New York State School Boards Association Convention Debrief

8. Audit Committee Update

The October 21, 2020, Audit Committee Minutes were included in the board packet. Steve Roland provided a summary to the board.

9. Board Presentation: Work-Based Learning/Hospitality and Applied Skills (Barbara Martorana and Nicole Littlewood)

10. New Business

1. Resolved to Approve Donation of training engine block and stand from Ford Motor Company c/o WH Ford
2. Resolved to Approve Donation of \$5,000.00 from Donald F. and Maxine B. Davison Foundation.
3. Resolved to Approve Donation of \$100.00 from Greece Rotary Club.

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

4. Resolution to Adopt the LGS-1 Records retention schedule (Michelle Ryan)

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

11. Personnel and Staffing

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

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

2. Resolution to Approve Agreement between District Superintendent and District Treasurer Manager

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

12. Bids/Lease Purchases

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

1. Resolution to Accept Electricity Supply Bid
2. Resolution to Accept Electrical Repair, Maintenance and Installation Service Bid
3. Resolution to Accept Plumbing Repair, Maintenance and Installation Service Bid
4. Resolution to Accept HVAC Repair, Maintenance and Installation Service Bid
5. Resolution to Accept Food Service Equipment Repair, Maintenance and Installation Service Bid

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

13. Executive Officer's Report

Jo Anne recognized Gerry Maar's 15 year milestone noting he is one of our biggest cheerleaders.

COVID update: Original requirement of schools in areas designated as yellow cluster zones was that 20% of staff and students were to be tested weekly. It has been revised to 20% within a 2 week period to watch the rolling average. We are proud of the relationship with our Department of Health. Dr. Mendoza is meeting with superintendents to problem solve sometimes twice per week and will be meeting with board presidents together with BOCES District Superintendents this week. There have been two forums for school medical personnel, physicians and superintendents in the county. Schools in the yellow zone have begun to test and positive rates have been extremely low vs. the community rate; proof that personal protective equipment and schools' protocols are working. Karen Brown and Tim Dobbartin have been working tirelessly with staff and families regarding the testing process and concerns. Michelle Ryan's team is helping with populating the data points for each BOCES and the districts. Less than 10% of parents are refusing consent to test their child by our team of 2 BOCES nurses.

State Ed update: January exams have been waived. Our Joint Management Team meeting is with Regent Norwood and Vice Chancellor Brown and RCSD Superintendent this week.

Local update: Component school board meeting visits have begun for this school year. Jo Anne has been to Brockport, Churchville-Chili and Wheatland with the respective board member. So far these meetings have been in person. The presentation to components this year highlights how BOCES has adjusted services and programs while adhering to COVID guidelines and restrictions.

Our traditional giving events are happening this year – Thanksgiving food drive, Holiday Connections and Toys for Tots. Our staff is being more than generous. Boxes in all locations have been filled more than once. The Kiwanis sponsored Breakfast with Santa has been modified to a drive-through event during which families will drive through and pick up a craft package and see Santa and drop of their letters to Santa.

The Foundation Celebration in person event had to be cancelled however, the online auction raised more than \$6,000.00. A final report to the board will follow.

14. Committee Reports

Labor Relations Committee (J. Abbott/J. Heise) – “Labor Relations in Catastrophic Times” – Presentation addressed issue of reductions that districts are facing and was helpful. (J. Abbott)

Legislation Committee (D. Laba/K. Dillon) – Met with regents. Participants were asked to share creative ideas with State Education Department. (K. Dillon)

Information Exchange Committee (R. Charles Phillips/E. VenVertloh) – no update.

15. Upcoming Meetings/Events

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

16. Other Items

Steve Roland provided an update on increased Special Ed enrollment and cost savings realized since last month (closed class in Greece, reduction in mileage and conference spending) resulting in a budget gap reduction from approximately \$3M to \$1M.

17. Adjournment

At 7:15 p.m., a motion was made by J. Abbott to adjourn the meeting, seconded by G. Maar; passed unanimously.

Respectfully submitted,

Kelly M. Mutschler
Clerk of the Board