

**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 December 15, 2021 at 6:00 p.m. at the Richard E. Ten Haken Educational Services Center, Spencerport, New York 14559.

Members Present:

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

Absent: Mark Porter

Staff Present:

Jo Anne Antonacci	Ian Hildreth
Karen Brown, Esq.	Kelly Mutschler
Stephen Dawe	Marijo Pearson
Tim Dobbertin	Dr. Michelle Ryan

1. Call the Meeting to Order  
The meeting was called to order by President Laba at 6:00 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 November 17, 2021 Regular Meeting Minutes as presented.  
Moved by J. Abbott, seconded by G. Maar; passed unanimously
5. Public Interaction – There was no public interaction.
6. Financial Reports  
Resolved: To Accept the Treasurer’s Report and WinCap Report and Contractor’s report as presented  
Moved by J. Abbott, seconded by G. Maar; passed unanimously.
7. Board Presentation – Barb Martorana and Gary Manuse updated the board on the Preschool program and its budget. The board asked questions and thanked the presenters. Barb and Gary left the meeting at 6:19 p.m.
8. Old Business – Recruiting efforts, including advertising and referral incentives were discussed.

9. New Business

1. Resolved: To Accept Single Audit Report for Year Ended June 30, 2021  
Moved by M. May, seconded by J. Abbott; passed unanimously
2. Resolved: To Accept Extra Classroom Activity Funds Financial Report for year ended June 30, 2021.  
Moved by J. Abbott, seconded by G. Maar; passed unanimously
3. Resolved: To Accept Corrective Action Plan for the year ended June 30, 2021.  
Moved by C. Phillips, seconded by J. Abbott; passed unanimously.
4. Resolved: To Accept Donation of \$5,000 from the Donald F. and Maxine B. Davison Foundation  
Moved by J. Abbott, seconded by H. Pyke; passed unanimously
5. Resolved: To Accept Donation of dental assisting tools and materials from East Avenue Dentistry.  
Moved by M. May, seconded by G. Maar; passed unanimously
6. Resolved: To Accept Donation of used automotive sheet metal panels, hoods and fenders from Keystone Automotive  
Moved by G. Maar, seconded by M. May; passed unanimously
7. Resolved: To Accept Donation of Tecna 36 EZ spot welder from Brian Fetzner/Fetzner Collision  
Moved by G. Maar, seconded by M. May; passed unanimously
8. BOCES Board Email Update – Option for board members to add the email application to their phones for ease in use. Board to be diligent in opening emails as an increase in .

10. Personnel and Staffing

1. Resolved: To Approve the Personnel and Staffing Agenda as presented  
Moved by J. Abbott, seconded by G. Maar; passed unanimously
2. Resolved: That the Board approve the following substitute teacher per diem pay rates effective January 1, 2022:

Teacher substitute per diem	
Uncertified teacher	\$105/day
Certified teacher	\$125/day
Uncertified teacher who is a BOCES 2 retiree	\$125/day
Certified teacher who is a BOCES 2 retiree	\$145/day

Moved by C. Phillips, seconded by G. Maar; passed unanimously
3. Resolved: That the Board approves the payment of a \$500.00 recruitment incentive to BOCES contractual staff that refer another contractual staff member who is hired and works at least 6 months.  
Moved by G. Maar, seconded by J. Abbott; passed unanimously.

11. Bids/Lease Purchases

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

1. Cooperative Lunch Paper and Plastic Supplies Bid  
Regional Distributors, Inc. \$10,415.12
2. Electrical, Plumbing and Building Supplies Bid  
Metco Supply \$3,095.52  
Cooper Friedman Electric Supply Co. \$3,202.64
3. Cooperative Plumbing Repair, Maintenance and Installation Service Bid  
Monroe Piping & Sheet Metal, LLC \$49,900.00
4. Cooperative Food Service Equipment Repair, Maintenance and Installation Service Bid  
Wolf Mechanical Services, LLC \$10,425.00  
(refrigerated)  
Monroe Piping and Sheet Metal \$12,610.00  
(non-refrigerated)

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

12. Executive Officer's Report

December DS meeting is in Albany. District Superintendents Jo Anne Antonacci and Dan White were part of a Diversity, Equity and Inclusion presentation by District Superintendents and Superintendents. to the Board of Regents. Rush Henrietta Superintendent Lawrence (Bo) Wright was the Superintendent from our region. The Board of Regents was extremely pleased with the work educational leaders are doing across New York State.

Act for Education webcasts have started back up with the first airing on December 16, 2021. Monroe County Public school officials together with health and medical leaders facilitate and participate in these panels to bring clear, topical information to the communities they serve.

Career and Technical Education (CTE) Tour day was December 3<sup>rd</sup>. More than 850 perspective students from 11 high schools attended. Tour day offers attendees an in-depth experience of 2 CTE programs with current CTE students participating in the instruction.

Toys for Tots and Holiday Connection donations are being collected at all location and BOCES staff is generous as always.

Twenty-five students were inducted into the Machine Tech Honor Society on November 30<sup>th</sup>.

CTE Instructional Specialist Theresa Alampi-Cortez received the C. Thomas Olivia Award for Outstanding Service - NOCTI's (National Occupational Competency Testing Institute) highest honor.

13. Committee Reports

1. Labor Relations Committee – presentation topic: Staff Retention in Trying Times
2. Legislative Committee – Legislative Breakfast is still on the calendar for in person on February 5, 2022. C. Dawson shared electronic minutes with the board via email.
3. Information Exchange Committee – topic was Civics Readiness. C. Dawson

shared electronic minutes with the board via email.

- 14. Upcoming Meetings/Calendar Events: The various meetings for the month were listed in the agenda.
- 15. Other Items - Test kit pick-ups at various locations before recess week– BOCES 2 has 500 to distribute to students.
- 16. Executive Session - At 7:00 p.m. a motion was made by C. Phillips to adjourn the meeting to Executive Session, to discuss employment history of a particular person(s), seconded by H. Pyke; passed unanimously.

Respectfully Submitted

Kelly Mutschler  
Clerk of the Board

Members Present

Dennis Laba, President  
R. Charles Phillips  
John Abbott  
Cindy Dawson

Kathleen Dillon  
Gerald Maar  
Michael May  
Heather Pyke

Staff Present

Jo Anne Antonacci  
Karen Brown  
Timothy Dobbertin

Marijo Pearson  
Michelle Ryan  
Steve Roland

At 7:09 p.m. a motion was made by C. Phillips; seconded by J. Abbott to come out of executive session; passed unanimously.

- 17. Adjournment - At 7:09 p.m. a motion was made by M. May to adjourn the meeting, seconded by H. Pyke; passed unanimously.

Respectfully submitted,

Jo Anne L. Antonacci  
Clerk Pro Tem