

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 16, 2020 at 6:30 p.m. at the Richard E. Ten Haken Educational Services Center, Spencerport, New York 14559.

Due to COVID-19, Video conference was used (accord Executive Order 202.1) for some board members to participate via Zoom. Public participation via Zoom was available by using the link below:  
<https://e2ccb-gst.zoom.us/j/99556629176> Webinar ID: 995 5662 9176 Passcode: 725126

Members Present:

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

Gerald Maar (Remote)  
Michael May  
Constance Rockow  
Elizabeth VenVertloh (Remote)

Members Absent:

John Heise

Staff Present:

Jo Anne Antonacci  
Karen Brown, Esq.  
Steve Dawe  
Timothy Dobbertin  
Gary Manuse  
Barbara Martorana

Kelly Mutschler  
Dr. Marijo Pearson  
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  
There were no agenda modifications.
4. Approval of Minutes  
Resolved: To approve the November 10, 2020 Special Meeting Minutes and the November 20, 2020 Regular Meeting Minutes as presented.  
Moved by C. Rockow, seconded by K. Dillon; passed unanimously.
5. Public Interaction  
There was no public interaction.
6. Financial Reports  
S. Roland reported on Treasurer's Report, WINCAP Report, and Internal Claims Exception Log.  
  
Resolved: To approve the Treasurer's and WINCAP Reports as presented.

Motion by Kathy Dillon, seconded by M. May; passed unanimously.

Resolved: To approve the Internal Claims Log as presented.

Motion by Kathy Dillon, seconded by M. May; passed unanimously

7. Old Business

1. Joseph Pallatto from Campus Construction gave a capital project update. He left the meeting at 6:35 p.m.

8. Board Presentations: Preschool Program and Budget Update (Barbara Martorana)

Barbara Martorana and Gary Manuse gave an update on the Preschool program and budget. The board asked questions and thanked her for her presentation. B. Martorana and G. Manuse left the meeting at 6:45 p.m.

9. New Business

1. First Reading of First Reading of Revision to Policy # 4570 – Records Management

Resolved: To waive Second reading and approve Revision to Policy #4570.

Motion by M. May, seconded by C. Phillips; passed unanimously.

2. Conflict of Interest Disclosure Memorandum

There were no questions or discussion about this item

3. Resolution to Accept Extra Classroom Activity Funds Financial Report for year ended June 30, 2020.

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

4. Resolution to Accept Corrective Action Plan for the Year Ended June 30, 2020

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

5. Resolution to approve Precision Properties, LLC Lease Amendment

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

6. Resolved: To accept donation of Solar Panel Roof System, Ironridge, Inc.

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

7. Resolved: To accept donation of asphalt shingles, B and L Wholesale Supply

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

8. Resolved: To accept donation of drywall cart, Lowes Home Improvement Center.

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

10. Personnel and Staffing

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

Motion by J. Abbott, seconded by K. Dillon; 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 School Lunch Paper and Plastic Supplies Bid
2. Cooperative Electrical, Plumbing and Building Supplies Bid
3. Cooperative Multimedia Audio Visual Equipment Bid

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

12. Executive Officer's Report

State: District Superintendent meeting was held remotely in November and will also be remote in December. Continuity of Learning continues to be a focus. Some parents have shared concerns with SED about the length and quality of instruction. A digital equity survey is being conducted statewide to get a better handle on regional needs. Dr. Marijo Pearson and her Professional Development staff have designed more accessible virtual additional options for teachers and administrators.

BOCES4Science is being monitored closely by the four District Superintendents. There have been some service requests reductions. Steve Montemarano, (Director), Dr. Pearson and BOCES4Science staff are implementing innovative ways for teachers and students to participate remotely. In some cases students have been given manipulatives to use during remote instruction.

Local: We had a remote DS Forum today. Most questions from staff were regarding COVID -19. District Superintendent answered questions and gave staff a BOCES 2 and Department of Health update.

COVID related communication with staff and families is ongoing for our Director of Human Resources, Karen Brown, and her administrative assistant. One challenge is that there are differences among counties. BOCES 2 has had to put a few classes on remote learning. In-person instruction in those classes is anticipated to resume January 4, 2021.

District Superintendent Antonacci facilitated a School Health and Safety, Part II roundtable. The panelists include Commissioner of Public Health Dr. Michael Mendoza, Greece Superintendent Kathleen Graupman and East Irondequoit Superintendent Mary Grow. Viewers can watch this segment and previous ones on ACT for Education website.

<https://actforeducation.org/live>

Despite the pandemic, our charitable holiday activities continue. The Santa Breakfast event was a hit as students drove by to drop off their letters to Santa into a clever mailbox made by our CTE students. Students and families were given a craft package from SEPTO. The West Central Kiwanis donated to this year's activity, even though they were unable to sponsor Breakfast with Santa. Holiday Connections met the wishes of 38 families -more than any other year. Our staff filled 7 large boxes of toys for the Toys for Tots drive. We made the best of our modified Employee Recognition event. The video of the event will be posted on the BOCES 2 website in the near future. Jo Anne expressed pride in how the remarks staff, notably, Jill Slavny, Executive Principal and Rick Muscarella, Crystal Apple 2020 recipient, conveyed their passion for their work at Monroe 2-Orleans BOCES.

13. Committee Reports

Labor Relations Committee (J. Abbott/J. Heise) –

Legislation Committee (D. Laba/K. Dillon) –

Information Exchange Committee (R. Charles Phillips)–

14. Upcoming Meetings/Events

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

15. Other Items

Litigation update discussion

Dennis thanked Jo Anne and asked her to convey to the whole staff the Board's appreciation and admiration for their commitment especially given the challenges of the year.

CTE Criminal Justice program needs an external board member on the advisory committee. Kathy Dillon volunteered.

16. At 7:11 p.m., a motion was made by M. May to adjourn the meeting, seconded by K. Dillon; passed unanimously.

Respectfully submitted,

Kelly Mutschler  
Clerk of the Board