



MONROE 2-ORLEANS BOCES

# GUIDE FOR SERVICES

2024-25



# Monroe 2–Orleans BOCES

The BOCES District Superintendent's duties also include:

## Liaison Services

The BOCES District Superintendent:

- facilitates communication between districts and the SED, interprets, clarifies and assists in the implementation of New York State Education Law and the rules and regulations of the Board of Regents and the Commissioner of Education.

## Superintendent Search

Upon request, the BOCES District Superintendent may be called upon by a component board of education to act as a consultant in the selection of a superintendent of schools, in the recruitment, and in the screening and evaluation of candidates. This service is provided under the BOCES Administrative Service Budget. This process includes:

- meeting with staff and community groups
- developing and mailing search brochures
- placing advertisements in nation-wide publications
- screening applicants
- selecting finalists
- assisting the board in setting up a process for interviews.

## Consulting

Drawing upon the resources of SED and BOCES professional staff, the BOCES District Superintendent consults with school districts on a variety of education issues including:

- implementing new state standards and graduation
- requirements managing and planning building projects
- reorganizing school boundaries
- participating in SED programs.

# Welcome to the Guide



Jo Anne L. Antonacci

Dear Colleagues,

"There are no problems we cannot solve together, and very few that we can solve by ourselves." – Lyndon B. Johnson.

President Johnson's quote came at a time of great challenge in our country, and I believe those words are relevant today. The unity he spoke of then is the same collaborative spirit that is the foundation of our cooperative today. Years later, we continue to face challenges in our nation, in business, industry and education.

Hiring and recruitment has impacted some of our program offerings and development. In the face of these difficulties, we come together to problem solve and assess what is working at Monroe 2-Orleans BOCES, and what needs attention for improvement.

The 2024-25 Guide for Services includes existing services and programs, as well as additional offerings that have been added or adjusted based on your input. Providing students and communities with hope and opportunities to learn and grow remains our top priority. The resiliency of our cooperative is evident. Our commitment to serve as your educational partner of choice will not waver.

Sincerely,

Jo Anne L. Antonacci, District Superintendent

## District Superintendent Services

The District Superintendent of Schools is a salaried officer of the State of New York, serving both the State Education Department (SED) and the Board of Cooperative Educational Services. In this capacity, under education law, the District Superintendent functions as the chief executive officer of BOCES, supervising the administration of the services BOCES provides at the request of component districts. The District Superintendent is also responsible for providing leadership as a regional representative of the Commissioner of Education. In this role, the District Superintendent may be asked by the Commissioner to represent her on special assignment in the school districts within the supervisory area.

## Administrative Assistant and Board Clerk

Kelly Mutschler • 585-352-2411 • Kmutschl@monroe2boces.org

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# Target Dates

<b>2023</b>
<b>November 1</b> Distribution of BOCES Guide for Services, 2024-25
<b>December 1</b> Services Order Forms submitted by local districts
<b>2024</b>
<b>January</b> Distribution of BOCES proposed budget to Chief School Administrators and Board
<b>April 1</b> Revised Services Order Forms submitted by local districts
<b>April 10</b> Board of Cooperative Educational Services Annual Meeting
<b>April 30</b> Annual voting by component districts on the BOCES Administrative Budget
<b>May 15</b> Adoption of 2024-25 budget by Board of Cooperative Educational Services
<b>May 20</b> Distribution of adopted budget books to the Cooperative Board, Chief School Administrators, and component Board Members
<b>July 1</b> Signing of contractual agreements with school districts



# What is BOCES?

Boards of Cooperative Educational Services (BOCES) were created as a result of the Intermediate School District Act passed by the New York State legislature in 1948. This legislation allowed school districts to partner to take advantage of their collective purchasing power to provide students with new educational opportunities.

By sharing the costs of educational programs and services through BOCES, local districts are able to provide important programs and services at considerable savings to local taxpayers.

## How does a BOCES work?

School districts choose the BOCES services they want to subscribe to. When two or more districts within a BOCES identify a need, it is the responsibility of their BOCES to develop a service to fill that need. If a local district decides it can provide the service better and more cost-effectively on its own, the district is free to do so.

## Who pays for BOCES services?

Member districts share the cost of whatever services they participate in. Each district pays a percentage of the total cost, based on how much service it purchases.

As an incentive to share costs, a percentage of every dollar a district spends on eligible BOCES services is returned to that district the following year in the form of BOCES aid. The exact percentage is different for each school district, based on a state formula that considers the district's wealth as determined by local property values and residents' incomes.

The nine districts in Monroe 2–Orleans BOCES will receive back an average of up to 77.11 cents on every dollar they spent on aidable BOCES services in 2022–23.

# About Monroe 2–Orleans BOCES

Composed of nine school districts, Monroe 2–Orleans BOCES is one of 37 BOCES serving districts throughout the state.

In 1955, the boards of education of Brockport, Churchville-Chili, Gates Chili, Greece, Hilton, Spencerport and Wheatland-Chili voted to establish the Board of Cooperative Educational Services of the Second Supervisory District of Monroe County. When the Holley and Kendall school districts joined the BOCES in 1971, we became the Second Supervisory District of Monroe and Orleans Counties.

BOCES 2 is governed by a nine-member board. Approximately 740 full- and part-time employees provide more than 100 separate services and serve approximately 32,000 students in our nine school districts.



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## Equal Opportunity Notice

The Monroe 2–Orleans Board of Cooperative Educational Services does not discriminate on the basis of age, sex, race, religion, color, national origin, disability, creed, marital status, veteran status, military status, sexual orientation, prior criminal offense, domestic violence victim status, gender identity, gender expression or genetic status in its services, employment, programs or activities and provides equal access to the Boy Scouts of America and other designated youth groups. The following person has been designated to handle complaints/inquiries regarding the BOCES' non-discrimination policies: Assistant Superintendent for Human Resources, 3599 Big Ridge Road, Spencerport, New York 14559, 585-352-2420, and is also the Title VII and Title IX Officer. For further information on notice of non-discrimination, visit this page for the address and phone number of the office that serves your area, or call 1-800-421-3481. Please note that those wishing to file a complaint may also do so through the Department of Education's Office for Civil Rights here. See also New York State Executive Law 296.

Monroe 2–Orleans BOCES complies with the Americans with Disabilities Act (ADA) which provides access to all its services, programs, activities and employment for those individuals with a disability. Monroe 2–Orleans BOCES will provide reasonable accommodations and/or appropriate modifications, aides and services as required by law to provide access to individuals with disabilities to its programs, services, employment and activities. Any individual requesting an accommodation must notify the ADA Compliance Officer at least 72 hours prior to the event or program or activity. BOCES' non-discrimination policy 1440 and 6460 related to students can be found on the Monroe 2–Orleans BOCES website "Non-Discrimination" page under the Community Tab. Disability Discrimination Complaint procedure is found in Regulation 2000 and 6461 located on the same page. The designated ADA Compliance Officer is the Assistant Superintendent for Human Resources, 3599 Big Ridge Road, Spencerport NY 14559, 352-2420.

# Directory

## BOARD OF COOPERATIVE EDUCATIONAL SERVICES

### *President*

Dennis Laba, Gates Chili

### *Vice President*

R. Charles Phillips, Greece

John Abbott, Hilton

Cindy Dawson, Wheatland-Chili

Kathleen Dillon, Churchville-Chili

Trina Lorentz, Holley

Gerald Maar, Brockport

Michael May, Spencerport

Heather Pyke, Kendall

## ADMINISTRATIVE STAFF

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#### **Executive Principal**

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## Component School Districts

### **Brockport Central**

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637-7449

Jeffrey Harradine, Board President

Sean Bruno, Superintendent

### **Churchville-Chili Central**

139 Fairbanks Road, Churchville, NY 14428

293-1800

Kathleen Dillon, Board President

Dr. Lori Orologio, Superintendent

### **Gates Chili Central**

3 Spartan Way, Rochester, NY 14624

247-5050

Catherine (Katie) Coffee, Board President

Christopher Dailey, Superintendent

### **Greece Central**

P.O. Box 300, North Greece, NY 14515

966-2000

Sean McCabe, Board President

Kathleen Graupman, Superintendent

### **Hilton Central**

225 West Avenue, Hilton, NY 14468

392-1000

Mark Hilburger, Board President

Dr. Casey Kosiorek, Superintendent

### **Holley Central**

3800 N. Main Street, Holley, NY 14470

638-6316

Anne Winkley, Board President

Brian Bartalo, Superintendent

### **Kendall Central**

1932 Kendall Road, Kendall, NY 14476

659-2741

Lisa Levett, Board President

Nicholas Picardo, Superintendent

### **Spencerport Central**

71 Lyell Ave., Spencerport, NY 14559

349-5000

Gary Bracken, Board President

Ty Zinkiewich, Superintendent

### **Wheatland-Chili Central**

13 Beckwith Ave., Scottsville, NY 14546

889-4500

James Musshafen, Board President

Lynda Quick, Esq., Superintendent

## General Principles Governing BOCES

In 1948, the New York State Legislature enacted a law which provided for the formation of Boards of Cooperative Educational Services (BOCES) to serve as an intermediate unit to provide certain services to local school districts. It must be emphasized that the local school district is the unit that was created by law to provide the basic instructional services in its community. Effective July 1, 1978, non-public schools became eligible to receive BOCES services on an unaided basis. BOCES is designed to strengthen and supplement local schools, not to substitute for them.

Principles governing the operation of Boards of Cooperative Educational Services are:

- BOCES services to districts are designed to supplement and support the component districts' activities and services. Cooperative programs and services should avoid duplicating, overlapping, or de-emphasizing responsibility which properly belongs to the local school district.
- Any function or service supported within the service budget of a BOCES must be approved by the Commissioner of Education before that service begins, regardless of the source of funding.
- Any activity operated by a BOCES must comply with all applicable requirements of Education Law. Regulations of the Commissioner and recognized standards of practice applicable to a school district operating a similar activity also apply to BOCES unless the Cooperative Board is specifically excluded.
- Each aided service must generally be operated on a shared basis.
- Upon the approval of the Commissioner of Education, BOCES may provide services for which no state aid is claimed.
- Services provided must meet or exceed recognized standards to justify the use of BOCES aid; for example
  - ⇒ Teachers and other professional employees of BOCES are subject to the same requirements for certification as local school districts.
  - ⇒ Facilities necessary to provide a service must be available and must meet standards and requirements of the State Education Department.
- Component districts (users) should be directly involved in the planning and decision-making leading to the establishment and operation of shared service programs. A new service should be initiated on the basis of established need, after component districts have indicated interest in, acceptance of, and commitment to the service.
- With regard to itinerant personnel, a single district is limited to three-fifths (60 percent) of a person's time for BOCES aid.
- A BOCES employee providing a service to a school district may not, at the same time, be an employee of that school district in a similar instructional area.
- Approval of a shared service is for one year only. Each service will be reviewed annually through the Bureau of School District Organization and other appropriate State Education Department units to determine which services may be continued.
- ⇒ The annual evaluation will consider long-range plans of the Department as well as specific criteria appropriate to the service.
- ⇒ The practical effects upon the services to children will have a bearing on the approval of a program or service.
- Sparsity of population, distance, travel time, economics, and other pertinent factors will be given consideration with respect to applying criteria for any specific service.

## SELECTING BOCES SERVICES

This Guide for Services has been prepared to assist component districts and other agencies in planning for the various needs of students and for other unique services. The Guide provides a brief description of each service available through BOCES and the name of the administrator or program contact from whom additional information is available.

Service requests submitted by the districts enable BOCES to apply for State Education Department approval of the service. They also provide the basis for cost estimates for programs, thus enabling budget preparation for both individual districts and the BOCES.

In all instances, BOCES programs and services for school districts are eligible for state aid only when two or more districts share in the program and when the service has been approved by the State Education Department.

## Mission Statement

### MISSION

We provide quality, cost-effective educational services in partnership with school districts and the community in a manner that supports excellence and equity for all learners. We are committed to customer satisfaction, continuous improvement, and personal and professional growth.

### VISION

Monroe 2—Orleans BOCES is the educational partner of choice. We strive for continuous improvement in serving the diverse needs of our community, helping all students achieve their full potential.

### Our Core Values:

- Collaboration
- Expertise
- Innovation
- Integrity
- Quality
- Respect
- Responsiveness

# Instructional Programs

## **Career and Technical Education**

## **Center for Workforce Development**

## **Department for Exceptional Children**

- Special Education
- English as a New Language

## **Other Instructional Programs**

- Westside Junior/Senior High Academy
- Regional Summer School

# CAREER AND TECHNICAL EDUCATION

Executive Principal: Jill Slavny, 352-2470, jslavny@monroe2boces.org

Career and Technical Education (CTE) develops tomorrow's workforce through programs that strengthen the technical, academic and career-readiness skills of today's high school students. CTE offers high school students an opportunity to explore a career field aligned with one of the 16 National Career Clusters. Students are graded on technical, academic and career-readiness knowledge and skills. Identified CTE programs allow students to earn English, math, science, social studies, health and/or physical education credit at the discretion of the home

district. Students are prepared to transition to post-secondary education or skilled entry-level employment. Students may earn college credit through articulation agreements, including dual enrollment opportunities. Tuition includes typical program supports for daily instruction. Additional services outlined in a student IEP such as related services, 1:1 nurse, 1:1 aide, etc. are charged separately or are the responsibility of the home district.

## NYS Approved Career and Technical Programs

### Co-Ser 101

Successful completion of courses results in credits toward a high school diploma. Students are prepared for a lifetime of career success. Over 20 programs are offered in 11 Career Clusters:

- Agriculture
- Communications
- Construction
- Education & Training
- Health Science
- Hospitality
- Human Services
- Information Technology
- Manufacturing
- Law & Public Safety
- Transportation

Programs combine technical content knowledge, applied academics, career and financial management, and industry aligned performance-based instruction/activities. Students participate in Work-Based Learning (WBL) such as school-based enterprise, shadowing, internships and cooperative work experiences. Options may be available for students to earn required academic course credits in English, math, science, social studies, health and/or physical education.

2023-24

Unit cost: \$10,322/half-day session

(1/2 day session is equivalent to a 1.0 student FTE)

## Foundations and Introductions Courses

### Co-Ser 101

These courses are directly aligned to the CDOS credential and viable employment options. Course curriculums include activities designed to develop work-related skills, career planning and industry content. Opportunities to earn Work-Based Learning (WBL) hours are infused within the curriculum. In order to support students with special needs, these courses have a classroom aide/Student Behavioral Assistant (SBA) and smaller student-to-teacher ratios (approximately 15:1).

2023-24

Unit cost: \$10,322/half-day session

(1/2 day session is equivalent to a 1.0 student FTE)

## New Visions Program

### Co-Ser 101

A Career Exploration program for highly-motivated and academically successful college-bound high school seniors. Students explore professional career interests while accruing high school and college credits aligned to their identified area of interest in the health professions. New Visions students engage in rigorous academic training, a relevant curriculum, purposeful activities, authentic assessment and post-secondary/career planning combined with learning experiences in professional situations. Students must apply to be accepted into the program.

### New Visions Course

- Health Professions

2023-24

Unit cost: \$10,322/half-day session

(1/2 day session is equivalent to a 1.0 student FTE)



# CAREER AND TECHNICAL EDUCATION

## Programs and Offerings

### New York State Education Department (NYSED) Approved Programs

#### Agriculture

- Careers in Agriculture

#### Communications

- Digital and Visual Communication

#### Construction

- Carpentry
- HVAC
- Residential and Commercial Electrical

#### Education

- Child and Family Development

#### Health Science

- Dental Assisting
- Medical Laboratory Assisting and Phlebotomy
- Nurse Assisting and Associated Health Careers

#### Hospitality

- Baking
- Culinary Arts

#### Human Services

- Cosmetology
- Exercise Science

#### Information Technology

- Computer Technology

#### Law & Public Safety

- Criminal Justice

#### Manufacturing

- Advanced Manufacturing
- Welding

#### Transportation

- Auto Body and Collision Repair Technology
- Automotive Technology
- Heavy Equipment Operation and Maintenance
- Outdoor Powersports Technology

### Locally Approved Courses

#### Foundations

- Building and Grounds Maintenance
- Food Services
- Life and Career Foundations

#### Introductions

- Introduction to Construction Trades
- Introduction to Transportation Trades

#### New Visions

- Health Professions

# CENTER FOR WORKFORCE DEVELOPMENT

Director: Shawna Gareau-Kurtz, 349-9100, [sgareau@monroe2boces.org](mailto:sgareau@monroe2boces.org)

## Career & Technical Training Programs

Our programs are affordable, short-term and convenient for the adult learner. Course curriculum is industry-specific and emphasizes practical application of key concepts and skills, utilizing the latest technology. Students who successfully complete a program will have the knowledge and skills needed to secure employment in a variety of industry sectors such as Healthcare and the Skilled Trades. Many programs are eligible for local tuition assistance.

### Health Careers

- Nurse Assistant (Evening)
- Phlebotomy and Lab Services (Evening)
- LPN Preparation Course (Day - Saturday)

### Transportation

- Commercial Driver Training - Class B (Evening)
- Forklift (Day - Saturday)
- Small Engine Repair (Evening, Saturday)

### Manufacturing

- Industrial and Mechanical Electrical (Evening)
- Welding (Evening)
- Industrial Operator (Evening)
- Machining Fundamentals (Evening)

### Construction

- Residential Construction (Evening)
- Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC/R) (Evening)
- Electrical Fundamentals for the Construction Trades (Evening)

## High School Equivalency (HSE)

### Co-Ser 401

Designed for out of school youth, 18-20 years of age, who have not earned a high school diploma or the equivalent. This program prepares students for the GED® test to earn a New York State High School Equivalency Diploma. Instruction is provided in reading, writing, mathematics, social studies, science, life skills, career exploration and the development of English language skills for non-native speakers. This program includes continuous assessments and individualized instruction to help young adults plan for future careers.

2023-24

Unit cost: \$2,350/student

## Alternative High School Equivalency Program (AHSEP)

### Co-Ser 413

Designed for students who are between 16 and 20 years old who are at-risk, in need of an alternative educational program, or who dropped out of school, but are interested in continuing their education. This program prepares students for the General Educational Development Test (GED Test) to earn a New York State High School Equivalency Diploma. Students must be at a 9th grade math and reading level to enroll.

2023-24

Unit cost: \$2,350/student

## Employment Preparation Education

The Employment Preparation Education Program (a grant-funded program) offers Adult Secondary Education (ASE), Adult Basic Education (ABE), and English for Speakers of Other Languages (ESOL) for adults 21 years or older seeking to earn their High School Equivalency Diploma. Classroom instruction includes employability skills, reading, writing and mathematics. Many adult students also enroll in career and technical classes to prepare themselves for the workplace.

## Dual Enrollment Program

The Dual Enrollment program allows adult students to enroll in a literacy program (HSE, ESOL or other academic program) and a career training program at the same time, allowing them to be ready for a new career faster. With this innovative program, students prepare to enter the workplace with highly sought-after skills while acquiring the necessary reading, writing and mathematical skills to become workplace-ready. Enrollment in the program qualifies students for a reduction in career training tuition costs!

## Customized Business Solutions

- Customized Curriculum/Training
- Experienced/Certified Instructors

Admissions/Registration: CALL 349-9100

email: [cwdinfo@monroe2boces.org](mailto:cwdinfo@monroe2boces.org)

WEMOCO CTE Center  
3589 Big Ridge Road  
Spencerport, NY 14559

LEARN MORE by visiting us online at [www.monroe2boces.org/cwd](http://www.monroe2boces.org/cwd)

# DEPARTMENT FOR EXCEPTIONAL CHILDREN

Interim Director: Joseph Kelly, 617-2448, [jkelly@monroe2boces.org](mailto:jkelly@monroe2boces.org)

The Department for Exceptional Children provides a wide range of educational opportunities for students to expand and enrich their learning. We educate and support students with varying disabilities in programs with specialized supports and instructional practices within nurturing and inclusive environments. We offer programs for students with limited English proficiency a customized curriculum to meet individual needs. Throughout our programs, we partner with our families, work on developing advocacy skills, and focus on career readiness and life-long skills.

The Department for Exceptional Children includes three divisions:

- Special Education
- English as a New Language
- Statewide Center for School Health

## Special Education

Interim Director: Joseph Kelly 617-2448

### Special Class Setting

Instruction is provided for children and youth between the ages of 5 and 21 who have moderate to severe disabilities. Instructional groupings are based on the educational achievement, social development, physical development, and management needs of the children. Each student has an Individual Education Program (IEP) based on these needs.

This BOCES supports the principles of LRE (least restrictive environment) and inclusion (the right of children to be educated with non-disabled peers whenever possible). All self-contained classes are located in public school buildings or community-based sites to enhance interaction with peers without disabilities. BOCES' teachers provide the core instruction for the students, who also participate with non-disabled peers in general school activities and academic classes as indicated in the IEP. Career readiness skills are taught in a variety of settings.

### 12:1:2

Co-Ser 203.000

A district-based program for students grades K-12 with moderate to severe learning challenges, along with some emotional, physical and/or management needs. The focus of the class is to help students to develop academic, social and emotional strengths to maximize their learning and growth. At the secondary level, students may access career readiness and/or vocational programming. These students typically benefit from further skill development in the areas of functional academics, activities of daily living, vocational awareness and training, social skills and community orientation.

2023-24

Unit cost: \$52,005/student

### Professional and Technical Prep

Co-Ser 205.800

Program in which students with disabilities (ages 14-21) are provided instruction and hands-on/project-based learning experiences to develop both transferable and technical skills related to a variety of career areas, including architecture and construction. Course objectives are aligned with entry-level expectations of school-aged and post-secondary work-related education programs such as Career and Technical Education (CTE) or Workforce Development programs. Objectives also focus on foundational knowledge of life skills related to being a working professional. This program utilizes a co-teaching model with a special education teacher, and career and technical education teacher, as well as embedded supports, to preserve that students are given access to CTE while provided structure and accommodations to meet their unique psychiatric, social, and emotional challenges and needs. Students attend either a morning or afternoon session, five days per week, combined with a classroom placement either within BOCES 2 or the student's home district. Students will have the opportunity to earn course credit, and both CTE and Work-Based Learning Hours.

2023-24

Unit cost: \$27,718/student

## Community and Career Readiness

Co-Ser 203.800

Program in which students with disabilities (ages 14-21) participate in classroom and community-based instruction, and hands-on learning experiences to develop transition-related skills in a wide range of areas including daily living, work, learning, leisure, community navigation, self-management, and safety. Course objectives are aligned to entry-level expectations for future school or adult programs such as Work-Based Learning, Day Habilitation and Pre-Vocational Services. The physical space includes a classroom, office spaces, a living room, laundry area and kitchen, all modified to support a variety of accessibility and learning needs. Students attend either a morning or afternoon session, five days per week, combined with a classroom placement either within BOCES 2 or the student's home district.

2023-24

Unit cost: \$16,879/student

## Community and Transition Readiness

Co-Ser 204.800

Program in which students with disabilities (ages 14-21) participate in classroom and community-based instruction, and hands-on learning experiences to build on foundational abilities and continue developing transition-related skills (daily living, work, learning, leisure, community navigation, self-management and safety). Course objectives have an increased focus on work-readiness and are aligned with preparing students for entry-level school or community work programs such as Work-Based Learning, Community-Based Pre-Vocational Services or Supported Employment. Students are also provided opportunities to develop trade-specific skills in the areas of food service, clerical work, landscaping and cleaning. This program utilizes a co-teaching model with a special education teacher, and career and technical education teacher, as well as embedded supports, so that students are given access to CTE while provided structure and accommodations to meet their unique psychiatric, social, and emotional challenges and needs. Students attend either a morning or afternoon session, five days per week, combined with a classroom placement either within BOCES 2 or the student's home district. Students will have the opportunity to obtain CTE and Work-Based Learning Hours.

2023-24

Unit cost: \$21,958/student

## Transition (12:1:1)

Co-Ser 203.300

Community-based program for students aged 18-21 who have completed four or more years of high school, but are still eligible for school-age services. Students have elected to extend their classroom experiences to enhance social and vocational competencies as well as community orientation and skills of daily living as they work towards obtaining a CDOS Credential, Skills and Achievement Commencement Credential, or Regents diploma. A career-readiness placement is a typical component of this program.

2023-24

Unit cost: \$51,595/student

## Project SEARCH (8:1:1)

Co-Ser 204.400

A program for students aged 18-21 who are in their last year of their high school education. These students are working toward a CDOS Credential or Skills and Achievement Commencement Credential, along with competitive employment. This program is a collaborative effort between the students, University of Rochester Institute for Innovative Transition, ACCES-VR, ARC of Monroe, The Golisano Children's Hospital at Strong, and Monroe 2—Orleans BOCES. The program focuses on helping students to develop and utilize new skills that will allow them to achieve competitive employment in the community. All necessary related services will be provided on a consultant basis and are directly related to the skills needed "on the job."

2023-24

Unit cost: \$44,638/student

## Communication and Social Skills (CaSS) 8:1:1

Co-Ser 204.000

A district-based program for students grades 9-12 with a diagnosis of Autism Spectrum Disorder, Social Communication Disorder or other unique characteristics formerly associated with Asperger's Syndrome. The focus is on helping students develop Communication and Social Skills while maintaining their academic strengths through a standards/Regents-based curriculum. Specific individualized strategies, such as Montessori and TEACCH methods, are utilized to meet student needs.

2023-24

Unit cost: \$52,376/student

## Autism Spectrum Disorders (ASD) 6:1:2

Co-Ser 211.200

A district-based program for students grades K-12 with a diagnosis of Autism or unique needs associated with Autism Spectrum Disorders. The program is highly structured, utilizing strategies from TEACCH, Applied Behavioral Analysis, DIR and the SCERTS® model as appropriate based on student needs.

2023-24

Unit cost: \$70,310/student

## 6:1:1 Medically Fragile (K-12)

Co-Ser 205.600

A district-based program for students grades K-12 with multiple and severe disabilities, physical disabilities and/or traumatic brain injuries. The focus of the class is to help students develop academic, social and emotional strengths to maximize their learning and growth.

2023-24

Unit cost: \$57,284/student

## 6:1:1 Medically Fragile (Transition)

Co-Ser 205.300

A community-based program for Transition-aged with multiple and severe disabilities, physical disabilities and/or traumatic brain injuries. The focus of the class is to help students develop academic, social and emotional strengths to maximize their learning and growth.

2023-24

Unit cost: \$55,494/student

## 6:1:1 Behavior Management

Co-Ser 205.100

A district-based program for students grades 7-12 who require small group instruction for their management needs. The program focuses on standards-based academic skills and social-emotional development using a variety of strategies based on student strengths. Students may access mainstream classroom opportunities as appropriate.

2023-24

Unit cost: \$58,169/student

## 6:1:1 Center Based

Co-Ser 205.500

A program for students grades 7-12 with severe psychiatric, social and emotional challenges that impact learning. Students are supported by school-based mental health staff and other related services as requested. A standards-based curriculum in conjunction with comprehensive mental health services to include family and student counseling. Program services are delivered at multiple center-based sites depending on students' grade levels.

2023-24

Unit cost: \$64,004/student



## 6:1:2 Complex Needs

Co Ser 211.000

A program for students grades K-12 with intensive management needs due to emotional and/or behavioral disabilities which may be further complicated by developmental and/or intellectual disabilities. This program offers standards-based academics and social-emotional development using a variety of strategies centered on student strengths. The program includes enriched mental health support services, pro-social skills training and therapeutic crisis intervention.

2023-24

Unit Cost \$81,458/student

## Itinerant Services

Upon the request of the local school district, itinerant personnel are available to provide instructional support services to children enrolled in district-operated programs. In addition, itinerant personnel can provide consultant services to district staff on request tailored to specific district needs.

## Tutorial Services\*

### (General and Classified)

Co-Sers 202/406

Services are available for general and special education students who may be chronically ill, hospitalized, suspended from school or have other specific needs. Materials used in tutoring are provided by the district to assure continuity with the school curricula. If there is no adult in the home of the student for whom tutoring has been requested, the tutoring will occur at a neutral site designated and provided by the district or BOCES. Subject areas include, but are not limited to, K-12 mathematics, science, reading, social studies, English and art.

Tutoring Center 2023-24

Co-Ser 202.000 (classified) Unit cost: \$45.30/hr.

Co-Ser 406.000 (general) Unit cost: \$45.30/hr.

Homebased

Co-Ser 202.001 (classified) Unit cost: \$48.30/hr.

Co-Ser 406.001 (general) Unit cost: \$48.30/hr.

\*Tutorial services may be combined with other itinerant services (e.g., Family Support Services, School Social Work) to provide an individualized program for at-risk students.

## Teacher of the Blind/Visually Impaired

Co-Ser 301

Services are provided by certified Teachers of the Blind and Visually Impaired, and Orientation and Mobility Specialists. This service may be direct or consultative. Services include staff training and support, evaluations, general educational support, Braille and low vision instruction, orientation and mobility training, and specially designed materials and technological adaptations such as large print texts and computer/software adaptations.

2023-24

Unit cost: \$8,590/hr./wk. (40 weeks)

Teacher of the Blind/Visually Impaired (301.000)

Unit Cost: \$8,425/hr./wk. (40 weeks) Orientation & Mobility (301.010)

## Teachers of the Deaf/Hard of Hearing/Interpreters

Co-Ser 302

Services are provided by a certified Teacher of the Deaf/Hard of Hearing (TOD), educational interpreter/transliterater and/or notetaker. TOD service may be direct or consultative. Services include evaluations, general educational support, staff training and support, and assistive technology support.

2023-24

Teacher of Deaf/HOH Unit cost: \$5,883/hr./wk. (40 weeks) (302.000)

Co-Ser 302.010 Interpreter Unit cost: \$93,791/year

## Audiological Services

Co-Ser 302.020

NYS licensed audiologists provide comprehensive diagnostic audiological evaluations to address student listening/learning needs in the educational setting. General aural rehabilitation services are offered, and consultation is typically included in the service. Assessment and verification of personal amplification is also provided.

Additional services include:

- Assessment of (central) auditory processing abilities to determine appropriate accommodations/modifications and technologies based on auditory profile
- Fitting and verification of FM/DM Hearing Assistive Technology for individuals with diagnosed hearing loss and (central) auditory processing deficits
- FM/DM trial, to include basic audiological evaluation, educational consultation, fitting and provision of FM/DM (4 weeks) to determine educational benefit of the technology
- FM/DM hearing assistive technology service includes provision of appropriate equipment, consultation and training for the student and educational team, and maintenance and routine monitoring of the equipment

2023-24

Unit cost: \$9,676/hr./wk. (40 weeks) (302.020)

plus a base fee of \$1,264 for FM/DM Hearing Assistive Technology (HAT)

## Occupational Therapy

Co-Ser 303

Provided by a licensed occupational therapist to facilitate development of a student's fine motor, perceptual motor, self-help, adaptive and play/leisure/prevocational skills. Treatment may include, but is not limited to: optimizing muscle tone and strength, as well as motor control and coordination, needed for successful fine motor and oral motor functioning; enhancing sensory processing abilities; improving visual perceptual and visual motor skills; and fabricating and/or providing guidance in the selection and use of adaptive devices and equipment to facilitate independence in activities of daily living.

2023-24

Unit cost: \$8,814/hr./wk. (40 weeks) (303.000) or \$161,510/FTE (303.051)

## Physical Therapy

### Co-Ser 306

Provided by a licensed physical therapist to facilitate development of a student's gross motor skills that rely on large muscles of the body involved in physical movement (i.e., locomotion, balance, coordination). Treatment may include, but is not limited to: optimizing muscle tone, strength, mobility, endurance and cardiopulmonary function; improving posture, gait and body awareness; monitoring function, fit and use of mobility aids, adaptive and seating equipment, prosthetic and orthotic devices; and making environmental recommendations in order to accommodate a student's physical needs.

2023-24

Unit cost: \$9,275/hr./wk. (40 weeks) (306.000) or \$150,235/FTE (306.051)

## Speech and Language Therapy (Classified)

### Co-Ser 308

Services are provided by a certified teacher of the speech and hearing handicapped/teacher of students with speech language disabilities, and/or licensed speech pathologist to students who exhibit difficulties with: semantics, syntax, grammar, pragmatics, phonology/articulation, auditory perception/memory, receptive language, expressive language, fluency, voice and oral motor skills. Services may be direct or consultative. Evaluations are available.

2023-24

Unit cost: \$8,953/hr./wk. (40 weeks) (308.000) or \$160,550/FTE (308.051)

## Assistive Technology Services

### Co-Ser 308

An assistive technology consultant assists in the selection, acquisition or use of assistive technology devices (e.g., adaptive computer equipment and augmentative communication systems). They also provide individual adaptations of assistive technology devices and/or equipment; coordination with therapies and services associated with the educational program; and training and technical assistance to the individual student, the family when appropriate, and the staff involved with the students in his or her educational program. Equipment purchasing and loan services are accessed through our CaTS Department (see Co-Ser 527, p. 21).

The following models may be requested:

**Model A** - Block hours assigned to district as determined with PPS Director. May also include direct student hours if needed.

**Model C** - Dedicated student hours per IEP

2023-24

Unit cost: Model A: \$42,330/day/wk./yr. (308.021)

Model C: \$10,583/hr./wk./yr. (308.023)

## School Social Work

### Co-Ser 309

Services provided by a certified school social worker include: individual/group/family counseling; social histories; intakes and screenings; consultation to staff; in-service for staff/parents/community; parent support groups; and liaison work with community agencies.

2023-24

Unit cost: \$8,750/hr./wk. (40 weeks) (309.000) or \$137,560/FTE (309.060)

## School Psychology

### Co-Ser 309

Services provided by a certified school psychologist include psycho-educational assessment, social skills training, individual counseling, and liaison between schools, families, and community agencies. A state mandated psycho-educational review of each student is conducted once every three years. This may include a review of each student's file, classroom observation, consultation with the teacher and individual psychological testing as deemed necessary.

2023-24

Unit cost: \$8,750/hr./wk. (40 weeks) (309.020) or \$137,560/FTE (309.051)

## Consultant Special Education Teachers

### Co-Ser 311

Special education teachers with training in the philosophy and practices of inclusion are available to provide specific interventions for the student, teacher support and adaptations, case management, and parent support as students with disabilities are educated in inclusive settings. Consultant teachers provide both direct and indirect support to students in their classrooms and also deliver pull-out Resource Room services as per student's IEP.

2023-24

Unit cost: \$6,224/hr./wk. (40 weeks) (311.000) or \$86,332/FTE (311.001)

## Music/Art Therapy

Co-Ser 311

Provides services of a certified music/art therapist to students who demonstrate active response to music/art and meet qualifying criteria through professional assessment. Therapy is custom designed to address measurable IEP related goals (i.e., cognition, communication, motor skills, socialization, etc.) through clinical application to effectively support learning within the classroom.

2023-24

Music: Unit cost: \$6,573/hr./wk. (40 weeks) (311.020)

Art: Unit cost: \$8,190/hr./wk. (40 weeks) (311.030)

## Autism Specialist

Co-Ser 311

**Autism Specialist services may include:**

- Assistance in determination of appropriate placement
- Determination of appropriate intervention strategies
- Training in areas related to Autism Spectrum Disorder (including use of suggested interventions) for staff and families
- Assessment of student learning, communication and social needs
- Consultation to staff or families for individual student needs
- Transition assistance
- Assistance in development of IEP
- Positive behavioral support planning
- Design of home, classroom and individualized student programs including the following methodologies, but not limited to: TEACCH, Discrete Trial Therapy, DIR (Developmental Individualized Difference Relationship-based model), Group Social Stories, and Visual Communication Systems.

The following models may be requested:

**Model A** – Block hours assigned to a district to provide autism supports and/or training to identified programs and classes as determined with the PPS Director.

2023-24

Unit cost: \$9,185/hr./wk. (40 weeks) (311.041)

**Model B** – Dedicated student hours per IEP.

2023-24

Unit cost: \$9,185/hr./wk. (40 weeks) (311.042)

## Career Planning Services

Co-Ser 517

### Transition Services

Technical assistance and training in the transition components of the IDEA and CDOS credential, including development of student postsecondary goals, coordinated activities and transition services, and how these components are infused into IEPs. Includes developing transition trainings and materials uniquely suited to district staff, students and parents, including self-determination, self-advocacy, and accessing community resources.

2023-24

Unit cost: \$26,326/day (517.000)

### Work-Based Learning

An unpaid work experience that provides opportunities for students to discover career interests and aptitudes. Student trainees learn about themselves, their capabilities, and the world of work. They can receive school credits and/or the necessary hours towards the CDOS credential. Work experiences are provided in a variety of community and educational settings. Students in WBL also participate in the **Career Skills Center** a minimum of one time per week, which focuses on universal work-readiness skills. The **Career Exploration Center** is a short-term support which provides a five day per week placement to prepare students for entry into the WBL program, or for re-entry when skills need to be reviewed and practiced. Note: These settings are not listed as a Program on the student's IEP, as they are not a special education program. They can be referred to elsewhere within the IEP.

2023-24

Unit cost: \$24,503/2.5 hrs./day (40 weeks) (517.020)

### Person Centered Planning

Staff certified by Cornell University in Person Centered Planning assist student and family in envisioning their future, and connecting school staff to the student's circle of support.

2023-24

Unit cost: \$6,022/hr./wk./yr. (517.040)

## Vocational Assessments

Co-Ser 517.540

A Functional Vocational Assessment is an additional layer on top of an age-appropriate transition assessment and provides a more detailed assessment of a student's academic and vocational aptitudes, abilities, interests, and occupational readiness. This information can inform decisions about instruction, remediation, accommodations, vocational placement, levels of support needed and post-secondary goals.

This assessment is conducted by a Transition Specialist who utilizes a variety of tools and measures, and often includes elements of actual or simulated work experiences in school or community settings. At the conclusion of the assessment, the district and parents/guardians are provided with a formal report with detailed findings and recommendations. The provider can also be available to attend a meeting to review the findings. Parental consent is required for this assessment service.

2023-24

Unit cost: \$1,113

# SPECIAL EDUCATION

## Extended School Year Program

Co-Sers 823/841/812/847

### Classroom, Itinerant and Preschool Programs

For children with disabilities ages 3-21 who need a 12-month program to prevent regression.

The program is conducted for a 30-day period during the summer months of July and August with full- and half-day options. Referrals to the program are made by the local school district Committee on Special Education (CSE) for school-age children and by the local school district Committee on Preschool Special Education (CPSE) for children ages three years to school age.

2023-24

Co-Sers 823/841/812/847 (Classroom Program) Unit cost: TBD

## Preschool Services

Co-Ser 812/847

Referrals for preschool programs are made by the local school district Committee on Preschool Special Education (CPSE). Comprehensive data in support of the referral must accompany all referrals.

### Preschool Special Class Integrated Setting (6/6:1+1)

An integrated half-day classroom experience for children with moderate disabilities within community-based early childhood settings. The classroom has a maximum of six students with disabilities, six students without disabilities, with one teacher and one classroom aide. This program offers a comprehensive range of services through the collaborative effort of special educators, general educators and early childhood teachers. The focus of this class is to help students develop an approach to learning, physical development and health, social and emotional development, communication, language, literacy skills, and their cognition and knowledge of the world.

### Preschool Special Class (8:1+3)

A program for students with severe learning challenges and developmental disabilities; some emotional, physical and/or management needs may also be present. The focus of the class is to help the students develop academic, social, and emotional strengths to maximize their learning and growth.

# PROGRAMS FOR ENGLISH AS A NEW LANGUAGE

Supervisor: Philip Ortolani, 617-2724

English as a New Language (ENL) instruction is available to English Language Learners (ELL). Certified Teachers of English to Speakers of Other Languages (ESOL) provide services in compliance with state regulations and policies.

Services include:

- Assessment of students for identification and accountabilities
- Literacy development for ELLs
- Customized curriculum
- Curriculum-embedded and state mandated evaluation
- Support to classroom teachers and other school personnel on effective instructional strategies

## Itinerant Services

Co-Ser 315

### Elementary, Middle and High School Students

ESOL services are integrated into ELL classrooms or delivered as stand-alone services in accordance with student's performance on NYS's qualifying assessments. Students at all levels of language development are provided with support in developing their listening, speaking, reading and writing skills in English. ESOL teachers collaborate with classroom teams and families to help make NYS standards and curriculum more accessible, and assist in creating welcoming, culturally competent classrooms. The curriculum is based on the NYS ENL standards and assessments.

2023-24

Unit cost: \$23,978/day (315.000)



# OTHER INSTRUCTIONAL PROGRAMS

## Westside Junior/Senior High Academy

**Principal: Martha Willis: 617-2550**

**Co-Ser 423**

Westside Academy is an alternative school designed for both general education students and students with disabilities where students' needs are met in unique ways. In our school, the adults in the school community are prepared to recognize and respond to those who have been impacted by traumatic stress.

The program consists of two components: Junior High Academy, grades 7 and 8; and the Senior High Academy, grades 9-12. Within the two components, students are able to access recovery support through Huther Doyle. The program strives to meet the academic and social needs of students in innovative ways while maintaining high academic expectations aligned with Common Core Standards. The students attending Westside Academy are referred from their home school districts for various reasons including: issues with self-esteem, depression, school phobia, anger, drug and/alcohol abuse, and family problems. The Academy prepares students for post-secondary education and life-long career opportunities.

This program builds character, teaches to individual needs and gives students the social/emotional support necessary for success in the world of work and in the community. Westside Academy is a novel teaching community, which enhances student strengths, fosters commitment to goals and dreams, and builds positive citizenship skills to foster college/career-ready students. We have a unique credit recovery program that is essential to the success of our students. One of our teachers oversees our credit recovery option which has four opportunities: Self-directed study, Coordinated study, Independent study and Traditional study (S.C.I.T.). These options allow for students to recover credit to complete the requirements of graduation successfully and in a timely manner.

Westside Academy is a school that embraces Restorative Practices, which builds healthy communities, increases positive interaction, decreases antisocial behaviors, repairs harm and restores relationships. We practice restorative works through peace, community, academic and healing circles. Restorative Practice has decreased the number of suspensions, increasing instructional time with students, and building relationships between staff and students. The fundamental premise of restorative practices is that people are happier, more cooperative and productive, and more likely to make positive changes when those in authority do things with them, rather than to them or for them.

Westside Academy is a special place where students in grades 7-12 seeking or continuing treatment for substance abuse can find the support they need to reach their full potential and achieve educational success. Our program is a unique and integrated program that combines the academic classes needed to earn a NYS High School Diploma with clinical treatment for students who might be at risk with substance use. While attending school, students who qualify for services receive professional support and services that are billable through the families' insurance.

Our overall goal is to help foster a place where every student and staff member can become the best version of themselves and focus on wellness.

**2023-24**

Unit cost: \$37,223/student

## Regional Summer School

**Administrator: Thomas Schulte: 352-2414**

Provides instructional support to students in participating districts in order to better enable them to meet graduation requirements and the New York State standards by extending their study to the summer months. An elementary "jump start" program is available and can be customized for each individual district to help prepare students for the next grade level.

Component districts determine student needs. Courses such as high school remedial and new credit courses, exam preparation courses, walk-in testing, and middle school academic courses and reading and math clinics are offered.

**2023 Unit cost:**

High School Program

Remedial Course: \$463/1 credit, \$288/.5 credit

New Course: \$748/1 credit, \$327/.5 credit

6-Day Review Course: \$109

Test only: \$21

**2023 Unit cost:**

7th & 8th Gr Reading/Math Clinic: \$558

Middle School Program: \$505

**2023 Unit cost:**

Elementary Grades 3-6 Program Summer Jump Start: TBD

## Regional Community Schools

**Co-Ser 511**

**Base Service:**

Monroe 2-Orleans BOCES Regional Community Schools Coordinator will provide participating districts/schools the following supports in implementing the Community Schools strategy:

- Convene start-up implementation team to conduct exploration activities
- Conduct readiness assessments
- Define Community Schools approach
- Develop, conduct, and analyze community assets, and needs assessment to gather data and feedback about available resources and needs
- Conduct root cause analysis
- Assess and identify existing and needed supports, and financial resources for staff to implement the Community Schools strategy
- Identify and grow relationships with stakeholders, and cultivate champions in the local community
- Develop communication plan
- Explore existing and desired practices/programs with district-based implementation team
- Coordinate orientation and training sessions to support implementation through a professional community of practice
- Provide ongoing professional training/coaching to ensure the district/site-based Community Schools Coordinator(s) and implementation team(s) are supported

**2023-24**

Unit Cost: \$52,500 per FTE

# OTHER INSTRUCTIONAL PROGRAMS

## Community Schools Site Coordinator

Co-Ser 511

In partnership with The Center for Youth, the Community School Site Coordinator (CSC) is responsible for the implementation, integration, alignment and coordination of the community school strategy at the site level. The CSC works collaboratively with the building principal, and is expected to plan and align all programs, services and opportunities.

2023-24  
Unit Cost: \$55,000/Coordinator

## Parent Engagement Specialist

Co-Ser 511

Parent Engagement Specialists work directly with building leadership teams and the CSC, when applicable, to support expanded learning opportunities, health and social services, and early childhood development opportunities. Their primary focus is to create a welcoming and affirming environment for all families and community members, while developing and maintaining engagement opportunities.

2023-24  
Unit Cost: \$55,000/Coordinator

## School-based Social Learning Specialist

Co-Ser 511

The Social Learning Specialist (SLS) is part of a school-based support services team. The SLS works to create a youth/family/faculty-friendly presence within the school that is founded on cooperative relationships and direct communication. The SLS is able to provide the full continuum of care; specific areas of focus are prevention education, Help Zone (alternative to suspension) services and immediate crisis response. SLS will also deliver a variety of best-practice and research-based services (i.e., groups, workshops, curricula) as needed, with a focus on Positive Behavioral Interventions and Supports (PBIS). The SLS also provides access to additional resources from The Center for Youth.

2023-24  
Unit Cost: \$55,000/Coordinator

## Hillside Work-Scholarship Connection

Co-Ser 424

In partnership with Hillside Children’s Center, participating districts will gain access to Hillside Youth Advocates to support eligible students with 1:1 mentoring, academic support, life and social skills training, and youth employment training. Students must meet two or more risk criteria: low socio-economic status, attendance less than the district average, failure in core subjects required for graduation, suspensions, and low standardized test scores. Youth Advocates will maintain a caseload of no more than 35 students.

2023-24  
Base Cost: \$4,556.50 per FTE  
Unit Cost: \$115,500/Youth Advocate

# Instructional Support

## Communication and Technology Services (CaTS)

Communications Services

Instructional Technology Services

Technical Support Services

## Curriculum, Instruction and Professional Development

Curriculum and Instructional Services

Professional Development Services

## Grant Writing

## Reading Recovery

## BOCES 4 Science

## Monroe/Orleans Accountability, Assessment, and Reporting Service (M.A.A.R.S)

# COMMUNICATION AND TECHNOLOGY SERVICES

Assistant Superintendent: Dr. Michelle M. Ryan, 349-9061, mryan@bocesmaars.org

Communication and Technology Services (CaTS) focuses resources to help districts optimize the management and delivery of information, a strategic resource of every organization, by providing expert assistance in technology, writing, design, printing and multi-media. The department includes three divisions:

- Communications Services • Instructional Technology Services • Technical Support Services

## COMMUNICATIONS SERVICES

Manager: Steve Dawe, 349-9066

### Printing and Graphics\*

Co-Ser 528

#### Graphics/Pre-Press

A graphic artist and layout specialist can turn your copy, photographs and artwork into an attractive design and layout. Whether your document is designed by us or by you, our pre-press staff will ensure it is turned into a digital file that is ready for reproduction. Digital files may also be turned directly into plates for printing on offset presses. Digital files are reviewed for accurate preparation or hidden problems to ensure there is no loss of time, money or quality in the printing process. We can also design projects specifically for use on the web. Services are provided for all district needs, including design and production of classroom materials.

#### Printing and Finishing

Digital color printing	Newsletters	Envelopes
Variable data printing	Carbonless (NCR) forms	Business cards
Hi-volume copying	Flyers	Calendars
Four color offset printing	Brochures	Laminating
Binding (staple, perfect, comb)	Letterhead	Posters
Folding (multiple options)		

Our Printing and Graphics Service works with districts to provide high quality, cost-effective publications including:

- Offset printing, collating, binding, plate-making and high-speed black and white or color document reproduction via hard copy or electronic data. High quality one to four-color documents up to 17" x 22" printed on offset presses or full color documents up to 12" x 18" printed on our high speed digital color printer.
- High-speed, black and white document reproduction. Each job is optimized for the highest quality output. Collating, stapling or binding, and variable data printing (i.e., putting a different address on each piece) are also provided. Reduction/enlargement can be done as needed. Samples available and a demonstration of the equipment can be arranged upon request.

2023-24

Unit cost: based on past usage

### School Information Services

Co-Ser 615

This service provides expert educational communication that is key in operating a school district. The School Information Service offers internal and external communication using many tools including mass media, print, photography and online technology. This award-winning service includes:

- Strategic communications planning (including crisis communications)
- Development of written materials (i.e., newsletters and brochures)
- Media relations (i.e., preparing press releases, fielding media queries, and maintaining a comprehensive database of reporters and media outlets)
- Web content/social media
- Communications for budget votes and bond referendums
- Special event planning
- Development of business partnerships
- Key communicators networks
- Staff recognition programs
- Photography
- Workshops tailored to district needs on topics such as customer service, effective school newsletters, strategic communication planning and crisis communications

2023-24

Unit cost: \$23,575/day/week (52 weeks)

#### Video Production

Offers pre-production planning, script-writing, videography, voiceovers, digital editing and motion graphics. Video can be produced to highlight district programs, for new staff orientation, to provide district tours, and inform stakeholders about bond and budget votes. A district's video production needs are met with a professional communication tool to reach a target audience. Videos can air on local cable access channels and be formatted for streaming from a district's website.

2023-24

Unit cost: \$6,270 base charge

\*See Important Notice, page 20.



# INSTRUCTIONAL TECHNOLOGY SERVICES

Manager: Ray Miller, 349-5950

## Computer Education Coordinator (Instructional Technology Specialist)

Co-Ser 328

The shared services of an experienced teacher with proficiencies in classroom instruction, curriculum integration, staff development and computer technology. The role of the coordinator is to work in a district (up to .6 FTE), and as part of a pooled resource team, to coordinate and support the implementation of the school district's instructional technology plan.

*NOTE: May be used in conjunction with support services provided under Co-Ser 524, Technology Staff Development (Model Schools), Instructional Technology Specialists.*

2023-24

Unit cost: \$70,280 (based on .6 FTE)

## eLearning (Distance Learning)

Contact: Donna Farren, 352-2700

Co-Ser 430

### Base Service

eLearning provides districts access to online instruction including the use of Interactive Video Conferencing. Staff and students can connect live with other classrooms, subject experts and museums around the school district or across the state, country or world. Video Conferences are aligned with NYS Standards and offer authentic learning experiences to students. Video Conferences promote communication, collaboration and higher level thinking skills. The service includes video conference coordination, scheduling and training. Services also include web-based student review and assessment resources (i.e., Castle Learning).

2023-24

Unit cost: \$2.54/RWADA

### Online Courses

Online Courses allow districts to provide commencement level courses in an electronic learning environment. All courses are instructor-led with NYS certified teachers and meet NYS curriculum standards. Courses are available 24/7 via an internet connection.

2023-24

Unit cost: solution-based

*NOTE: Use of online courses requires participation in eLearning base service.*

## GCN Online Web Training Module

Contact: Donna Farren, 352-2700

Co-Ser 430.020

The GCN online web training tool provides more than 100 modules for a variety of school staff, including: Hazard Communications, Sexual Harassment Awareness, Bloodborne Pathogens and Workplace Safety. The online web training program supports districts by providing mandatory training for employees including certificates of completion and module completion reports.

2023-24

Unit cost: \$2,045 for access to all training modules

## Technology Staff Development/Instructional Technology Specialist (Model Schools)

Co-Ser 524

### Base Service

Assists school districts with the training and professional development of teachers to skillfully and effectively use technology to enhance student learning. This service includes assistance with planning, training/staff development, information dissemination and evaluation.

*REQUIREMENT: Each school district acquiring instructional technology through Co-Ser 525, Instructional Computing (see p. 21), must concurrently participate in Co-Ser 524.*

2023-24

Base cost plus \$2.46/RWADA

### Instructional Technology Specialists

Brings together instructional technology specialists from BOCES 2 and participating districts, and from across the state, to seek out, analyze, and disseminate exemplary instructional practices that use technology effectively. District staff may be assigned to the program team for up to .4 FTE per district.

*NOTE: May be used in conjunction with Co-Ser 328, Computer Education Coordinator.*

2023-24

Unit cost: \$49,160 (based on .4 FTE)

## Library Automation

Contact: Jim Belair, 349-9099

Co-Ser 513

The Library Automation Team supports school by providing participating districts with library automation consultation, technical assistance, staff development and data collection. We will also collect and submit library catalog records for a shared union catalog. Additionally, we will lend barcode scanners on an as-available basis. From the beginning stage of coordinating the automation project to training staff to use the system to the fullest, the Library Automation Team will guide you from start to finish.

2023-24

Unit cost: \$6,660/site

*Plus the cost of any add-ons (i.e., Resource Manager)*

# INSTRUCTIONAL TECHNOLOGY SERVICES

## Media Library\*

Contact: Jim Belair, 349-9099

Co-Ser 530

Our regional media library provides educational media resources that enrich PK through adult instruction, accommodates diverse learning styles, and supports curriculum for all subject and content areas, including DEI and SEL initiatives.

Available resources include:

- ClickView Streaming Video
- Easy access to PBS Learning Media Streaming
- iPod Audiobooks
- Learn 360/Classroom Video on Demand
- Off-Air Recording & Media Duplication
- Panopto
- Soundzabound sound effects
- SWANK Movie Licensing
- Sora/OverDrive
- SWANK Streaming Video

2023-24

Unit cost: Base + \$4.71/RWADA

*\*See Important Notice*

## Online Resources

Co-Ser 530-632

Offers schools a collection of online subscriptions to a wide range of eResources. The list of databases includes items such as magazines/journals, newspapers, electronic encyclopedias, eBooks, curriculum specific databases and other eResources. To be part of this service, a district must subscribe to the Media Library.

2023-24

Unit cost: \$1,070/district (plus \$0.48/RWADA, plus the cost of the databases)

## School Library System

Contact: Jim Belair, 349-9099

Co-Ser 820.207

The school library system is part of a statewide network of libraries providing schools with resources for students and teachers. It coordinates the access and delivery of books, articles and other information among school libraries, and between school libraries and public, academic and special libraries. The system advances electronic information and the technology of information delivery for school libraries and provides staff development, library technology consulting, and reference for school librarians.

2023-24

Unit cost: N/A

### \*IMPORTANT NOTICE

In compliance with the State Education Department's Uniform Taxonomy initiative, services formerly provided under Co-Ser 508 (Educational Communications) must now be selected and provided as independent services. These services include the following:

- 527 Technical Services
- 528 Printing
- 530 Library Services/Media

Participation in any of the above services automatically places the district in the 508 Educational Communications Base Service (costs for BOCES planning, management, technical support and leadership).

# TECHNICAL SUPPORT SERVICES

Manager: Ray Miller, 349-5950

## Instructional Computing

Co-Ser 525

### Base Service

Provides support for the integration of educational technologies within the school environment. Support encompasses: (1) technology planning; (2) independent engineering studies, if required; (3) acquisition and installation of hardware and software; (4) the coordination of training and staff development activities to effectively implement and integrate technologies.

*REQUIREMENT: Each school district acquiring instructional technology through Co-Ser 525, Instructional Computing, must concurrently participate in Co-Ser 524 (see p. 19).*

2023-24

Unit cost: \$3.65/RWADA

### Computer Based Guidance Systems

A guidance and career information software licensing and contract management, installation and support service that includes demonstration/training resources. These application packages provide school counselors, students and parents with occupational and academic information for educational, vocational and career decision making and planning (i.e., Guidance Direct and Naviance).

2023-24

Unit cost: \$780/site (plus cost of application)

### Shared Technician

Qualified technicians are placed in a district on a shared basis to provide first response troubleshooting and assistance with instructional technology issues. The shared technician is backed by the BOCES technical services staff providing additional knowledge and experience to resolve complex technical issues.

2023-24

Unit cost: \$90,455/FTE

## Records Management

Co-Ser 601

A program of managing official records for internal departments and component school districts in accordance with established laws, rules and regulations. The Records Management Service has digital capabilities to securely store official records electronically, as well as traditional microfilmed formats. BOCES provides for the systematic retention and disposition of records. Services include:

- Consultation and training
- Retention and retrieval of records
- Preparation and microfilming of records
- Disposal of obsolete records
- Records storage
- Digitalization of records

2023-24

Unit cost: \$5.05/RWADA

## Instructional Support Network (ISN)

Co-Ser 608

### Training and Support Base Service

Provides the planning, hardware (multipurpose workstations), software (word processing, spread sheets, database, graphics, communications, desktop publishing) and training that give district staff computing access and power to support the delivery of instructional programs.

2023-24

Unit cost: \$4.30/RWADA

## Technical Services \*

Co-Ser 527

### Audio-Visual /Computer Equipment Repair

Provides repair of audio-visual equipment at the Technical Support Center, as well as repair of selected built-in equipment at the school site. Equipment covered by this service includes all audio-visual and video equipment, excluding computer monitors (see Computer Equipment Repair). Our technicians offer many years of industry-related experience and are committed to providing districts with the best service. An annual audio-visual equipment bid allows participating districts the opportunity to collectively purchase new AV equipment at lower prices.

Provides maintenance and repair for all brands of computers and peripherals. Equipment covered by this service includes all computer CPUs, printers, monitors and related computer equipment.

Manufacturer certifications include Apple, Compaq, Dell and Hewlett-Packard. One valuable aspect of this service is our ability to provide preventive maintenance on district laser printers, extending the life of the unit and reducing downtime due to failure. Help Desk assistance offers customers a single point of contact for all technical issues.

2023-24

Unit cost: Base cost + \$12.11/RWADA

### Assistive Technology Acquisition/Repair

In conjunction with the Assistive Technology Service being offered through the Special Education Department, Technical Services staff will purchase assistive technology devices (e.g., adaptive computer equipment, augmentative communication system, etc.), on behalf of participating districts. Technical support will be provided to facilitate timely repairs and assistance with installation as needed. Equipment purchased on this shared basis will be held in a common inventory and made available to participating districts as needed. Technical staff will also be available on a consulting basis when necessary to work with districts and BOCES Special Education staff.

2023-24

Unit cost: \$18,285/district

\*See Important Notice, page 20.

# CURRICULUM, INSTRUCTION AND PROFESSIONAL DEVELOPMENT

Assistant Superintendent: Dr. Marijo Pearson, 352-2416, mpearson@monroe2boces.org

## Base Service

### Co-Ser 512

Participation in base services facilitates the process of long-range planning for school improvement. It includes technical assistance, orientation sessions, networking with SED, statewide and local school improvement programs, as well as access to programs offered through the Office of Curriculum and Professional Development. Participation in the base service is required by definition of the Co-Ser for use of any 512 service.

2023-24  
Unit cost: \$7,120

## Administrators' Regional Meetings

### Co-Ser 512

These regional meetings provide component districts the opportunity to be informed on NYSED initiatives and mandates. By participating in any of these meetings, district administrators are able to work collaboratively to discuss and address shared concerns.

2023-24  
Unit cost:  
CSA: \$689  
ASI: \$699

## Teacher APPR Re-Certification Training

Facilitator: Dr. Marijo Pearson

### Co-Ser 512

In accordance with Education Law §3012-d and §100.2(o) and Subpart 30-2 of the Commissioner's regulations, all lead evaluators must be re-certified each year. Monroe 2–Orleans BOCES Office of Curriculum, Instruction and Professional Development offers a half-day (as requested by districts) re-certification workshop for all teacher evaluators. This half-day workshop is aligned with the nine assurance areas and will focus on specific teacher evaluation rubrics, inter-rater agreement and reliability, and best practices in evidence-based observations/evaluations.

2023-24  
Unit cost: \$587/half day

## NYSED Statewide Professional Development Turnkey Service

### Co-Ser 512

Monroe 2–Orleans BOCES Office of Curriculum, Instruction and Professional Development serves as the regional representative for our nine component school districts for NYSED's series of Statewide Professional Development, a follow-up to Network Team Training. This service provides districts with five days of turnkey trainings for developing deep awareness of the revised P-12 Standards and associated implications for curriculum and instruction, and professional development centered on best practices in English Language Arts, Mathematics, Social Studies, Science, the Arts, and Teacher Leader Effectiveness. Professional Development Specialists will work with individual districts to customize these trainings to support the districts' curriculum, mission and vision.

2023-24  
Unit cost: \$1,175/day, Total \$5,876

## On-Site Customized Professional Learning

Contact: Tricia Nesbitt, 352-2773

### Co-Ser 512

Monroe 2–Orleans BOCES has a cadre of experienced administrators and Professional Development Specialists who are available to collaborate with district personnel to design and deliver customized high-quality professional development services, workshops and programs. Through this service, the Office of Curriculum, Instruction and Professional Development will work with the district to develop a customized plan informed by data and aligned to your district or agency goals. BOCES staff provides the necessary supports for execution of the plan through a variety of delivery models, including staff meetings, PLC meetings, after school workshops and more.

To discuss scheduling customized programs or services for your district, please contact us at (585) 352-2773.

2023-24  
Unit cost: \$1,175/day



# CURRICULUM, INSTRUCTION AND PROFESSIONAL DEVELOPMENT

## Instructional Audits

Contact: Stephanie Smyka, 352-2443

Designed to address district-specific questions, this service can provide a “state-of-the state” look at K-12 literacy or mathematics programs. The audit process can be completed with a focus on curriculum alignment and vertical articulation, resource implementation or assessment results. BOCES 2 staff will work with district personnel to develop a framework that meets district needs. Audit services can include but are not limited to:

- Review of curriculum documents with a focus on alignment of Common Core Learning Standards
- Classroom walk-throughs to address resource and strategy implementation.
- Grade-level meetings to investigate teacher perception of program strengths/needs.
- Principal interviews to gather leadership data on the state of the literacy program.
- An analysis of professional development opportunities and its impact on classroom instruction. Districts are encouraged to meet with BOCES 2 staff to create an individualized audit process; utilizing only those elements that serve to answer their unique literacy needs. A thorough report with program analysis and needs assessment will be included to participating districts.

2023-24

Unit cost: \$1,175/day

## Regional Curriculum Writing

### Math, ELA and Social Studies

This service is intended to assist districts in writing curriculum K-12 that aligns with NYS Next Generation Learning Standards. Best practice in curriculum design is utilized at Monroe 2–Orleans BOCES. Collaborative curriculum development is available, as is the development and writing of curriculum documents for districts by instructional specialists at Monroe 2-Orleans BOCES. The goal is to develop flexible, responsive documents that ensure coverage of key content and skills, while providing maximum opportunities to incorporate resources and teaching strategies that meet the needs of diverse learners.

Monroe 2–Orleans BOCES will facilitate Regional Social Studies Curriculum Writing for Grades K-8 and Grades 9-12. Participating districts will be provided professional development on the curriculum writing process, inquiry-based Social Studies and the latest Social Studies resources to develop a cohesive district level curriculum. Participants will benefit from working with teachers from several districts to share ideas, and develop a robust, rigorous curriculum aligned to the NYS K-12 Social Studies Framework.

2023-24

Unit cost: \$857/district

## Regional Bilingual Education Resource Network (RBE-RN)

Contact: Sabrina Nudo, (585) 352-2791

The Mid-West Regional Bilingual Education Resource Network (RBE-RN) is part of the NYS Education Department’s networks of support for schools. The goal of RBE-RN is to assist districts and schools in creating an optimal educational environment for English Language Learners (ELLs). Our expertise lies in research-based instruction and assessment of ELLs, along with the alignment of those practices to high standards.

### Mid-West RBE-RN

- Develops and delivers professional development on instruction and assessment practices that support academic achievement for ELLs
- Supports the design and enhancement of educational programs for ELLs
- Provides technical assistance and professional development on state and federal regulations, policies and funding regarding ELLs
- Offers increased access to resources and supports for education of ELLs

2023-24

Unit cost: technical assistance and professional development gratis; workshop materials vary.

## Mentoring That Matters

### Training For New Mentors

Facilitator: Dr. Marijo Pearson

Co-Ser 512

Whether a mentoring program meets the goal of developing and retaining quality teachers depends a great deal on the skill of those who will be providing the mentoring. Adult learning theory, teacher development, knowledge of beginning teacher needs, conferencing skills, coaching techniques and effective communication skills are among the knowledge and proficiencies that help mentors provide the right support for interns or “protégé.” This program is designed to help new and experienced mentors to gain techniques and confidence in their ability to help novice teachers.

2023-24

Unit cost: \$238 participant

# CURRICULUM, INSTRUCTION AND PROFESSIONAL DEVELOPMENT

## In-District Instructional Support

Contact: Stephanie Smyka, 352-2443

Co-Ser 512

### ELA

Teaching all students to read for meaning and write with sophistication is a complex task based on assessment and decision making. This offering enables districts to provide job-embedded support to teachers. Experienced coaches will help teachers develop skills by providing model lessons, modeling the administration and analysis of assessments, meeting one-on-one or with small groups of teachers on an ongoing basis, and/or providing feedback to teachers who are learning new skills. This offering will be developed based on specific district requests, so costs will vary.

### Math

The ultimate goal of this work is to deepen mathematics understanding of students as they prepare for college and/or career. Our math coaches support teaching and learning of mathematics in the classroom with the purpose of improving students' learning and teachers' teaching. Monroe 2–Orleans BOCES mathematics coaches are well versed in mathematics content and pedagogy, and work with teachers to help incorporate research-based instructional practices in the classroom. The research around coaching shows increased teacher understanding of content, improved instruction in the classroom and gains in student achievement.

2023-24

Unit cost: \$22,621/.2 FTE

## Teacher Immersion Fellows Program

Co-Ser 653

Co-Ser 512

The Teacher Immersion Fellows Program connects school districts and colleges to partner to provide districts with area college students who serve as substitute teachers throughout the year. Student participants are provided high quality professional development and follow up coaching by BOCES staff (Co-Ser 512). BOCES facilitates the marketing, recruitment and interview process, while providing ongoing liaison services between students, school districts and colleges (Co-Ser 653). Both Co-Sers must be purchased to participate in TIFP.

2023-24

Unit Cost Co-Ser 653: \$5,580/district

Unit Cost Co-Ser 512: Per Fellow Cost: 1-2 days \$1,900

Per Fellow Cost: 3-5 days \$950

## STEM Coach

Co-Ser 512

This service is intended to assist districts in educating students and staff about Science, Technology, Engineering and Mathematics (STEM) career opportunities. The STEM coach will work with your certified teacher(s) during the school year to provide a curriculum aligned to careers in local industry and the state standards. This offering bridges the gap between traditional academics and industry application. Materials and supplies are not included in the unit price. Four summer days are built into each .2 FTE allocation.

2023-24

Unit cost: \$22,621/.2 FTE

# CURRICULUM, INSTRUCTION AND PROFESSIONAL DEVELOPMENT

## Special Education Instructional Service

Co-Ser 512

The Special Education Instructional service is designed to improve understanding of the academic and behavioral needs of students with disabilities, along with improved instruction in the classroom resulting in an increase in student achievement. Students with disabilities have the right to high-quality instruction to reach the same standards as all students. Our goal is for students to leave school prepared to successfully transition to post-school learning, living and working. All special education services provide access for students to make meaningful connections to their education and future.

Our Special Education Specialist can support teachers and administrators of students with disabilities through a variety of services, including, but not limited to: technical assistance, job-embedded support, and district or school systems work. The Special Education Specialist is able to support any work related to the State Performance Plan (SPP) Indicators in accordance with the Individuals with Disabilities Education Act (IDEA).

2023-24

Unit cost: \$22,621/.2 FTE

## Behavioral Instructional Service

Co-Ser 512

The behavioral instructional service is designed to support the district's, students' and staff's behavioral needs. The specialist collaboratively works with school teams to create, teach, model, assist, and observe, providing feedback necessary to reinforce methods and interventions specific to student individual needs or general classroom management. In addition, the specialist supports districts by providing systematic approaches that include, but are not limited to: de-escalation approaches, BIP/FBA process from initial paper consent to the written FBA, restorative practice protocols, data collection, reentry process following a behavior/removal, proactive behavioral strategies, MTSS behavioral identification, and debriefing protocols after a behavior. The specialist provides in-the-moment TCI de-escalation support, modeling, teaching, training, professional developments for district-specific needs, observational consult identifying function of behaviors, and assisting in conducting behavioral assessments.

2023-24

Unit cost: \$22,621/.2 FTE

Contact: Tricia Nesbitt, 352-2773, [pnesbitt@monroe2boces.org](mailto:pnesbitt@monroe2boces.org)

## Grant Writing

Co-Ser 541

### Base Service

Provides assistance to districts in applying for both entitlement and competitive grants. This service includes activities such as identifying alternative sources of funding and evaluating their applicability to the district and its needs, researching the issues and organizing data necessary to develop strong proposals, and preparing the written narratives and application forms.

2023-24

Unit cost: \$2,877/yr.

### Grant Writing/Editing Service

When you find a grant you're interested in, give us a call. We have experienced and successful grant writers who will help you design a project or program, and write your grant proposal. After an initial conversation with you, the grant writer will prepare a quote on the cost of the work for your approval. If your district has limited funds, we can simply review and edit a proposal that you or your staff have already written.

2023-24

Unit cost: \$84/hr.

### Consolidated Application Service

One of our experienced grantwriters gathers the data needed from your staff to write the narratives for each Title, develops the budgets and completes the FS10s, fills out and submits the online forms, and works with your private schools on their plans for Title IIA, IID, IV and V funds. Submission of the application and follow up work to answer NYSED questions and provide them with additional information as needed is also part of this service.

2023-24

Unit cost: \$3,406

## Title I for Private (non-public) Schools

We first consult with all of your district's private schools to determine which of the schools qualify (not all private schools will have eligible students). We work with district and private school staff to obtain Title I funds for each school's eligible students and develop Title I Service Plans for those students.

*NOTE: The total cost for this service will not be determined until next summer, after we have determined how many of your private schools qualify for Title I.*

2023-24

Unit cost: \$1,227

### CR Part 154

We'll work with your staff to gather the data, write/edit your comprehensive plan, and fill out all the required forms for this NYSED report on the education of your LEP students. All districts are required to file this report on a yearly basis, whether or not they receive Title III or state ESL funds. Submission of the application and follow up work to answer NYSED questions and provide additional information is included.

2023-24

Unit Cost: \$1,162

# READING RECOVERY

Coordinator: Stephanie Smyka, 352-2443, [ssmyka@monroe2boces.org](mailto:ssmyka@monroe2boces.org)

## Reading Recovery

Co-Ser 512

Reading Recovery is a widely researched and carefully implemented early intervention program designed to prevent reading failure for at-risk first graders. This program provides intensive individual help in daily 30-minute sessions which build on what each child knows and on the strategies that will improve his or her reading skills. Generally, students complete the program in 12 to 20 weeks. Reading Recovery students are discontinued from the program when they are reading and writing at the average of the class and are able to benefit from classroom instruction. Research demonstrates that the great majority of children who receive Reading Recovery instruction do not need further intensive remediation, have a lower failure rate and continue to read within the average range of their class. Reading Recovery teachers may be classroom teachers, reading specialists or special education teachers who participate in a year-long training from a Reading Recovery Teacher Leader taught as a graduate course. During and after the training year, the teacher has a .5 FTE assignment as a Reading Recovery teacher and works with four children from first-grade classrooms for daily, individual 30-minute sessions. The RR teacher also consults with the classroom teacher on the selection, progress, classroom reading and writing instruction, and program completion of students.

2023-24

Unit cost: New Teacher Training: \$11,230

## Reading Recovery - Continuing Contact

Reading Recovery teachers design and deliver daily lessons tailored to the specific needs of each individual child. They make moment-to-moment teaching decisions based on the evidence of each child's responses during the individual teaching sessions. Ongoing professional development enables teachers to design optimal learning opportunities for children with diverse needs and ensures that the hardest-to-teach children have the most-skilled teachers. Without ongoing learning and interaction with other professionals, the effectiveness of the intervention is likely to be compromised. Ongoing professional development for trained teachers is at the heart of Reading Recovery's success and is specified in the standards and guidelines for the United States and Canada. It includes a minimum of six professional learning sessions per year and ongoing Teacher Leader support through coaching, collaboration and progress monitoring.

2023-24

Unit cost: Continuing Contact: \$2,886

## Literacy Lessons

Literacy Lessons is an intervention designed to reach young children (generally Grades 1-4) in special education or ESL settings who are struggling with beginning reading and writing, but are not eligible for Reading Recovery. Specialist teachers in these two settings are trained to use Reading Recovery instructional procedures to design individual lessons for their students with the goal of accelerating their literacy learning. This course is open to teachers certified to work with Special Education students in special education or English Language Learners at the elementary level.

2023-24

Unit cost: \$11,230

## Essential Literacy: Supporting the Low-Progress First Grade Reader

Designed for teachers of early literacy, this course supports and expands the reach of Clay's literacy processing theory beyond the intervention setting. During the practicum, participants provide individually-designed lessons to one first-grade child per day for the duration of the course. At the conclusion of the course, teachers are prepared to apply their deepened understanding to their setting. This course is open to K-2 classroom teachers, support specialists (reading teacher, literacy coach, etc.) or administrators who work with K-2 classrooms.

2023-24

Unit Cost: \$9,086



Director: Steven L. Montemarano, Jr., 617-2360 [smontema@boces4science.org](mailto:smontema@boces4science.org)

## BOCES 4 Science Program

### Co-Ser 502

BOCES 4 Science is a K-5 unit resource program developed by teachers from our western New York JMT. The program has been designed to meet and exceed the newly adopted New York State Science Learning Standards (NYSSLS). The program emphasizes 3-Dimensional teaching, learning, and assessing by the incorporation of Cross Cutting Concepts, Disciplinary Core Ideas, and Science and Engineering Practices all within a real world context. There are currently 21 units available. The complete program addresses all of the NYSSLS performance expectations from K-5.

2023-24

Unit cost: \$353 average cost per kit

Consult [www.boces4science.org](http://www.boces4science.org).

## STARLAB (portable planetarium) (Grades PreK-12)

Lease: \$200 first day, \$125 each additional day

### STARLAB Certification Course:

Unit cost: Free to participating districts

Re-certification (every 5 years): FREE

## Content, Curriculum and Alignment

BOCES 4 Science provides various types of professional development to assist teachers in their science instruction.

2023-24

Unit cost: Free to participating districts

## Consulting Services

### Science Coaching, K-8

The BOCES 4 Science educators are available to work directly with your teachers in a variety of capacities. Contact us to design a unique coaching program for your district's specific needs.

2023-24

Unit cost: \$525/day or \$15,000/.2 FTE

## BOCES 4 Science Unit Workshops

The BOCES 4 Science unit professional learning opportunities include in-person and synchronous digital sessions in which teachers engage as students to provide deeper understanding of science concepts, practices and core ideas embedded in the curriculum as prescribed by NYSSLS.

2023-24

Unit cost: Free to participating districts

# MONROE/ORLEANS ACCOUNTABILITY, ASSESSMENT, AND REPORTING SERVICES (MAARS)

Assistant Superintendent: Dr. Michelle M. Ryan, 349-9061, mryan@bocesmaars.org

## Core Services\*

The MAARS staff will provide districts with guidance and training on:

- NYS Accountability/ESSA Guidance
- Content Area and Graduation Requirements
- NYS Assessment Administration and Scoring
- CBT Support
- Data Tools, Data Warehouse, and L2RPT
- Data Driven Instruction
- School Inquiry Teams
- Maximizing PLCs
- Support third party assessment platforms
- PSAT ordering & data analysis

MAARS will also provide districts with:

- Comparative Test Reports which include elementary, intermediate, Regents and AP data
- Facilitation of out-of-district placement contacts for NYS assessments

2023-24

Unit cost: \$5.66/RWADA + \$3,175 base

## NYS Assessment Scoring Coordination

This service will provide the organization and management necessary to complete the scoring of any grades 3-8 NYS assessment. District scorers will be trained using the scoring guides provided by SED.

2023-24

Unit cost: \$750 daily rate, plus materials

## NYSITELL Answer Sheets and Reporting

This service provides pre-printed, SED approved answer sheets for all Regents exams. A database is provided for scanning and scoring of all Regents exams. Item analysis, score and verification reports are available. Item responses are loaded in the data warehouse.

2023-24

Unit cost: \$3.18/exam

(\$500/district one-time charge for new participants)

## NYS Assessment Processing\*

Provides materials, scanning, processing and reporting for the New York State assessments, as required by Every Student Succeeds. This service includes:

- (1) Preprinted labels, class rosters and answer sheets;
- (2) Participation in NYS paper and answer sheet bids;
- (3) Reports and files are generated as well as electronic file transfers to Data Warehouse for additional processing;
- (4) Each test is processed with Data Warehouse demographic data and edited for accuracy and completeness;
- (5) After final processing, files are transferred to the regional Data Warehouse for storage and New York State submission;
- (6) Supporting the transition to computer-based testing as needed.

2023-24

Unit cost: \$3.18/RWADA

## Regional Scoring

BOCES will manage the operations, training and scoring for the NYS Assessments. This includes the ELA and math at grades 3-8 along with the elementary and intermediate level science.

2023-24

Unit cost: \$5.30/test

## Regional Scoring for NYSESLAT

BOCES will manage the operations, training and scoring for the NYSESLAT assessment.

2023-24

Unit cost: \$3.18/test

## Training for NYSAA Administration\*

Special education teachers will be provided training to administer all sections of NYSAA. During the full-day training, the regulations and administration guidelines will be explained.

2023-24

Unit cost: \$570/district

The Following Services are Coordinated Through the RIC at Monroe #1 BOCES

## Data Warehouse (WNYRIC)\*

Districts are provided access to student and assessment data in multi-dimensional cube, report and view form. Regional comparisons and benchmark data for assessments are also provided. Training on the use of the data warehouse is part of the MAARS core services.

2023-24

Unit cost: \$790.74/district

## NYS Reporting\*

MAARS will assist the district in creating demographic files needed for state reporting. Assessment data will be merged with demographic data from the district's student systems. This file will be imported to state software and forwarded to SED. The staff will assist districts in preparing, cleansing and verifying the accuracy and completeness of state-mandated data elements.

2023-24

Unit cost: \$4.68/RWADA

Base: \$1,136.07

### \*IMPORTANT NOTICE

In compliance with the State Education Department's regulations, the following services require participation by each district:

- Core Services • NYS Assessment Processing • NYS Reporting
- Data Warehouse (WNYRIC) • Regional Scoring for NYSAA
- Training for NYSAA Administration

# Finance, Human Resources, and Labor Relations

Assistant Superintendent

for Finance and Operations: Steven Roland [sroland@monroe2boces.org](mailto:sroland@monroe2boces.org)

Administrative Assistant: Melanie Dickson [mdickson@monroe2boces.org](mailto:mdickson@monroe2boces.org)

Assistant Superintendent for

Human Resources: Karen M. Brown, Esq. [kbrown@monroe2boces.org](mailto:kbrown@monroe2boces.org)

Administrative Assistant: Becky Maslowski [bmaslows@monroe2boces.org](mailto:bmaslows@monroe2boces.org)

Administrator for Labor Relations

and Negotiations Service: Lynda M. VanCoske, Esq. [lvancosk@monroe2boces.org](mailto:lvancosk@monroe2boces.org)

Legal Secretary: Diane Choromanskis [dchoroma@monroe2boces.org](mailto:dchoroma@monroe2boces.org)

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## Finance

- Cooperative Bidding
- Rochester School Business Officials' Meetings
- Rochester Area School Health Plan I & II
- Rochester Area School Workers' Compensation Plan

## Human Resources

- RASPA Rochester Area School Personnel Administrators' Meetings
- (OWR) Online Web Recruitment
- Shared Human Resources Manager

## Labor Relations and Negotiation Service

- Labor Relations and Negotiation Service
- Unemployment Hearing Service
- Superintendent Designee for Student Hearing Service
- Attendance Investigator Service

## Assistant Superintendent for Finance and Operations: Steven Roland, 352-2412

### Cooperative Bidding

Contact: Wendy Vergamini, 352-2418

Co-Ser 652

Cooperative bids are conducted for the following categories: art supplies, athletic supplies, beverages, bread products, building supplies, bus parts, calculators, custodial supplies, electrical services, electricity supply, fine paper supplies, food service equipment repairs/services, food supply, fresh produce supply, health and safety supplies, HVAC services, ice cream and frozen desserts, magazines, medical trainer supplies, milk and juice, multimedia/AV equipment, music equipment, natural gas supply, office and classroom supplies, pest control, plumbing services, pool supplies, printer and copier supplies, and school lunch paper supplies. Periodically, depending on potential volume, cost savings and other factors, additional categories can be considered to add to this list.

Participation in the Statewide School Finance Consortium is also available through this Co-Ser.

2023-24

Cooperative Bidding: \$412/unit

Cooperative Bidding Food: \$2,407/unit

Cooperative Bidding Gas: \$1,329/unit

Cooperative Bidding Fine Paper Supplies: \$622/unit

Cooperative Bidding Electricity: \$1,193/unit

Statewide School Finance Consortium: \$700/district

### Rochester School Business Officials' Meetings

Contact: Melanie Dickson, 352-2412

Facilitator: Steve Roland

Co-Ser 512

School Business Administrators from surrounding school districts and BOCES meet on a monthly basis to collaboratively share concerns, understandings and practices in the areas of school finance.

2023-24

Unit cost: \$194/participant

### Rochester Area School Health Plan

### (RASHP I & II)

Administrator: Steve Roland, 352-2412

Co-Ser 634

Two health insurance plans are administered through the Rochester Area School Health Plan. Separate boards of directors composed of representatives from participating districts govern both plans. These plans are fully-insured programs recognized by the State Insurance Department and administered by Excellus.

Cost is shared among participating districts.

2023-24

Unit cost: district specific

### Rochester Area School Workers' Compensation Plan (RASWCP)

Contact: Bridget Livingstone, 352-2709

Co-Ser 634

Provides for the coordination of a self-funded workers' compensation program regulated by the New York State Workers' Compensation Board. Provides workers' compensation coverage to the employees of participating districts at the same level provided by an insurance company.

Monroe 2–Orleans BOCES serves as the coordinator and treasurer of the plan.

Cost is shared among participating districts.

2023-24

Unit cost: district specific

Assistant Superintendent for Human Resources: Karen M. Brown, Esq., 352-2429

Rochester Area School Personnel  
Administrators' (RASPA) Meetings

Contact: Becky Maslowski, 352-2429  
Facilitator: Karen M. Brown, Esq., 352-2429  
Co-Ser 512

Human Resources Administrators from surrounding school districts and BOCES meet on a monthly basis to collaboratively share experiences and knowledge about: staffing, certification, SED regulations and updates, health insurance, and collective bargaining trends.

2023-24  
Unit cost: \$571/participant

(OWR) Online Web Recruitment

Contact: Becky Maslowski, 352-2429  
Co-Ser 640

The Online Web Recruitment (OWR) Service provides access for school districts, via the internet, to interested and qualified candidates. The OWR tool allows districts to post job openings on their own website, and provides the ability to receive electronic information about candidates interested in each job vacancy. Districts can preview applications, resumes and other electronic information about candidates before the decision to interview candidates. Candidates who elect to do so can have their completed profiles viewed by any district participating in the service.

2023-24  
Unit cost: \$5,250/yr.

Shared Human Resources Manager

Administrator: Karen M. Brown, Esq., 352-2429  
Co-Ser 313

A shared human resources manager is provided to the districts to oversee the human resources function and to supervise local support personnel in the operation of a human resources office. The shared human resources manager may perform tasks such as: screen and hire new staff; participate in collective bargaining negotiations; administer collective bargaining agreements; monitor personnel policies; coordinate the district's evaluation process; serve as the district's Title IX officer; prepare the personnel portion of the board of education agenda; coordinate activities with the local Civil Service Commission; organize employee training programs; and advise employees on benefit programs. BOCES aid is limited to .60 FTE per participating district.

2023-24  
Unit Cost: \$157,491/staff FTE



# LABOR RELATIONS

Administrator: Lynda M. Van Coske, Esq., 352-2603

## Labor Relations and Negotiation Service

Co-Ser 614

### Base Service

Provides analysis of existing labor contracts, comparison of contract language, and a database for comparing salaries and benefits for regional teacher, non-instructional and administrative employee groups. Consulting provided on employee issues such as ADA, FMLA, FLSA, seniority, tenure, discrimination, etc. Assists with labor-related issues, grievance administration, developing counter-proposals to union demands, and provides in-service training on a variety of labor issues. The LRS conducts employee misconduct and/or harassment/discrimination investigations upon district request. Includes membership in the Greater Rochester Chamber of Commerce. Provides mandated Federal and State Labor Law postings.

2023-24

\$21,280/district

### Extended Service

Direct, at the table negotiations and district representation at arbitrations, grievances, Section 75 hearings, and before PERB are available beyond the cost of the base service.

2023-24

Unit cost: \$125/hour

### Unemployment Hearing Service

Prepares, assists and represents the district at all related hearings and appeals. Districts may participate in the unemployment service without participating in the Labor Relations and Negotiation Services.

2023-24

\$4,896/district

### Superintendent Designee for Student Hearing Service

Provides a hearing officer to act as the superintendent's designee for student long term suspension hearings. One fee provided for 25 hearings and hourly rate applied after 25 hearings. Includes: conducting the hearing as the superintendent designee; providing a recommendation memo to the superintendent; unlimited access to the staff for any and all hearing-related questions such as wording of the charges, evidentiary matters; annual training on new issues; biennial drug identification training; and update on current issues related to hearings. A district does not have to be a member of the Labor Relations and Negotiation Service to join this service.

2023-24

\$4,752 for 25 hearings

## Attendance Investigator Service

Co-Ser 329

The attendance program is staffed by school investigators contracted on an "on-call" basis to deal with student attendance issues and related residency issues for the district.

2023-24

Unit cost: \$66/hour as needed

# CROSS CONTRACT PROGRAMS

## Cross Contract Programs with Other BOCES

2023-24

The programs listed below are available to component districts by cross-contract with other BOCES. This listing is not exhaustive; other programs may be considered upon request. For additional information about these programs, call directly the BOCES which is providing the service.

Co-Ser	Program Title	Costs
Monroe 2-Orleans BOCES Service Code	Name of Service	Other BOCES Co-Ser
MONROE ONE BOCES		2023-24 UNIT COSTS
160 490 000	Career & Technical Education	101.000
161 490 000	Multi-Occupation/Bridge Programs	103.000
260 490 010	Severely Disabled - District Base	202.010
260 490 020	12:1:4 - Behavior & Sensory	202.020
260 490 050	12:1:4 - Hillside Day Treatment	202.050
261 490 995	Sev Dis Rel Serv - District Base	202.995
261 490 996	Sev Dis Rel Ser - Behavior & Sensory	202.996
261 490 999	Sev Dis Rel Ser - Hillside Day Treatment	202.999
262 490 020	Project Life 12:1:1	213.020
262 490 060	Project Search 12:1:1	213.060
264 490 005	Elem/Sec Program 6:1:1 BM 3-6 Grades	216.005
264 490 025	Elem/Sec Program 6:1:1 Start/ALA	216.025
264 490 028	6:1:1 OCA Enhanced Hillside	216.028
264 490 040	6:1:1 Enhanced Mental Health Tuition	216.040
264 490 993	Bird/Morgan K-8 Related Serv	216.993
264 490 994	Related Serv Enhanced Mental	216.994
264 490 995	OCA Enhanced HDT Rel Ser	216.995
264 490 996	E/S Related Services OCA Enhanced	216.996
265 490 020	Secondary 8:1:1	218.020
265 490 996	Secondary 8:1:1 Related Serv	218.996
366 490 030	Deaf Education - K12 Interpreter	306.030
369 490 020	Teacher of the Deaf	305.020
369 490 040	Deaf Education-Notetaker	307.040
374 490 024	HAT Management	304.024
460 490 000	Tutoring - Gen Ed RPS	431.000
461 490 406	Arts in Ed Admin Chg	406.406
462 490 000	Challenger Learning Center	428.000
462 490 010	Mobile Science and Technology Lab	428.010
462 490 020	Video Conferences	428.020
560 490 000	BoSAT Elem. Science	501.000
561 490 021	Music Library Services	505.021
561 490 025	Multi-Media Mobile Device - base charge	505.025
561 490 026	Mobile Device Management Base Chrg	505.026
568 490 000	Urban Suburban Program	525.000
568 490 020	Transportation / Tokens	525.020
569 490 300	E-Sports	519.300
599 490 000	Diversity and Equity Planning	590.000
599 490 001	Diversity and Equity Planning - Enhanced	590.001
604 490 360	Kronos	605.360
604 490 370	Professional Development Svces - My Learning Plan	605.370
604 490 402	Sports Management	605.402
605 490 120	Core Operations & Maintenance	605.120
605 490 121	Admin - Core	605.121
605 490 122	Core Data Privacy and Security	605.122
605 490 130	Admin-Data Whse WNYRIC	605.130
605 490 132	Admin-Data WHSE Shared Staff	605.132
605 490 140	Admin-SEMS	605.140
605 490 141	Admin AESOP	605.141
605 490 150	E-Rate	605.150
605 490 220	Student NYS Reporting	605.220
605 490 222	NYS Rptg-NYS Data Cert	605.222
605 490 230	IEP Direct	605.230
605 490 232	IEP Direct - RTIM Module	605.232
605 490 250	Student Mgmt System Base	605.250
605 490 300	Financial - Bid Plus	605.300

# CROSS CONTRACT PROGRAMS

## Co-Ser

## Program Title

## Costs

### Monroe 2-Orleans BOCES

#### Service Code

#### Name of Service

### Other BOCES

#### Co-Ser

### 2023-24

#### UNIT COSTS

605 490 301	Select My Bid	605.301	\$1,334/district
605 490 340	Business Analytics	605.340	\$1,608.16/district
605 490 350	Financial WINCAP	605.350	as specified per usage
605 490 351	Financial WINCAP-Maint	605.351	as specified per usage
605 490 380	Advanced Report Writing	605.380	\$1.20/RWADA
605 490 381	Advanced Report Writing - base fee	605.381	\$7,008.69 base charge
605 490 410	Que Center Work Order System	605.410	\$1,194.46/district
605 490 420	Server Hosting and Services	605.420	as specified per usage
605 490 430	Managed IT Services	605.430	per quote
605 490 440	Emergency Contact System	605.440	\$0.16/RWADA
605 490 450	School Board Communications	605.450	\$1,636.65/district
605 490 470	Facilities Security Service	605.470	\$3,769.17/district
605 490 480	Health Management Service	605.480	\$1,681.04/district
605 490 490	Digital HR Services	605.490	\$4,681.72/district
605 490 500	Admin Eval Service	605.500	\$262.63/district
605 490 520	Admin Computer Repair	605.520	as specified per usage
605 490 600	Comm- E-Mail	605.600	\$41.05/account
605 490 601	Communication Cloud Email	605.601	\$23.95 per user
605 490 604	Mail Meter	605.604	\$1.04/FTE
605 490 605	Mail Achieving Cloud	605.605	\$1.26/account
605 490 607	Virtual Hardware Hosting	605.607	\$6.64/account
605 490 610	Comm-Internet	605.610	\$8,234.57/site
605 490 611	Comm Provider Charges	605.611	as specified per usage
605 490 620	Comm-Internet Filter - Base Charge	605.620	\$2,312.17/base charge
605 490 621	Comm-Internet Filter (RWADA)	605.621	\$0.68/RWADA
605 490 630	Comm-Reg Network	605.630	\$1.68/RWADA
605 490 637	Comm-Reg Netwk Gigabit	605.637	as specified per usage
605 490 638	Comm Reg - Firewall	605.638	\$5,484.48/district
605 490 639	Comm Reg Network - VOIP	605.639	\$22.85/phone
605 490 700	Courier	605.700	\$18,390.64/base charge
607 490 021	Vocational Program	607.021	\$169/pupil
655 490 000	Telephone Interconnect	656.000	\$9,001.50/district
657 490 015	Phone Service 50% Aidable	656.015	as specified per usage
657 490 020	Phone Service - Non-Aidable	656.020	as specified per usage

### CAPITAL REGION BOCES

691.490	Finance Mngr and Host Solution	604.180	As billed
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### GENESEE VALLEY BOCES

597.490	INTersch Athletics Coord	517.000	\$2,100/district
617.490	Certification	601.000	As specified by usage
672.490	Staff Development - Bus Drivers Level 1	602.000	\$100/district
674.490	Health, Safety, Risk Management	615.000	Base + Sq. Ft.
675.490	Self-Funded Health Care Benefit Co	633.000	\$68.07/participant

# CROSS CONTRACT PROGRAMS

Co-Ser	Program Title	Costs	
Monroe 2-Orleans BOCES Service Code	Name of Service	Other BOCES Co-Ser	2023-24 UNIT COSTS
<b>ERIE #1 BOCES</b>			
555.490	Character Education	531.500	As billed
679.490	GASB 75	658.100	As billed
682.490.405	Policy Manual Development	659.405	As billed
682.490.410	Administrative Manual Development	659.410	As billed
682.490.430	Monthly & Quarterly Policy Revisions	659.430	\$1,850/yr.
682.490.435	Monthly & Quarterly Admin Revisions	659.435	\$1,850/yr.
682.490.440	Annual Policy/Admin Maintenance	659.440	As billed
683.490.150	IEP Frontline - NY	650.150	As billed
683.490.151	Frontline RTI	650.151	As billed
683.490.152	CENTRIS Sync	650.152	As billed
<b>ORLEANS/NIAGARA BOCES</b>			
610.490	Sub Employment Management Service	610.000	As billed
687.490	Health Care Plan	611.000	\$12,050/district
<b>BROOME BOCES</b>			
699.490	Data and Application Services	610.727	as billed
<b>ERIE #2 BOCES</b>			
558.490	Panorama SEL Assessment Tool	516.110	as billed

# MONROE 2—ORLEANS BOCES SERVICES

## Instructional Programs

Co-SER/ Svc. CODE	SERVICES	Pg.	UNIT COST 2023-24
<b>I. Career and Technical Education</b>		6-7	
101.000	<b>A. NYS Approved Career and Technical Programs</b>	6	\$10,322/half-day session
101.000	<b>B. Foundations and Introductions Courses</b>		\$10,322/half-day session
101.000	<b>C. New Visions Program</b>		\$10,322/half-day session
<b>II. Center for Workforce Development</b> (CWD) - Adult Programs		8	
401.000	<b>A. High School Equivalency</b> (18-20 year old out-of-school youth)		Unit cost: \$2,350 per student
413.000	<b>B. Alternative High School Equivalency Program (AHSEP)</b> (General Educational Development (GED) Test) (Ages 16-20)		\$2,350/student
	<b>C. Employment Preparation Education</b>		
	<b>D. Dual Enrollment Program</b>		
	<b>E. Career &amp; Technical Training Programs</b>		
<b>III. Department for Exceptional Children</b>		9-14	
	<b>A. Special Education</b>	9	
	1. Special Class Setting		
203.000	a) 12:1:2 Program		\$52,005/student
205.800	b) Professional and Technical Prep		\$27,718/student
203.800	c) Community and Career Readiness		\$16,879/student
204.800	d) Community and Transition Readiness		\$21,958/student
203.300	e) Transition (12:1:1)	10	\$51,595/student
204.400	f) Project SEARCH (8:1:1)		\$44,638/student
204.000	g) CaSS 8:1:1		\$52,376/student
211.200	h) 6:1:2 ASD		\$70,310/student
205.600	i) 6:1:1 Medically Fragile (K-12)		\$57,284/student
205.300	j) 6:1:1 Medically Fragile (Transition)		\$55,494/student
205.100	k) 6:1:1 Behavior Management		\$58,169/student
205.500	l) 6:1:1 Center Based		\$64,004/student
211.000	m) 6:1:2 Complex Needs	11	\$81,458/student
N/A	n) Individual Student Teacher Aides/SBA's (attach list of student names and programs)		
	2. Itinerant Services		
	a) Tutorial Services		
202.000	1. Tutoring Center		\$45.30/hour (classified)
202.001	2. Homebased		\$48.30/hour (classified)
406.000	3. Tutoring Center		\$45.30/hour (general)
406.001	4. Homebased		\$48.30/hour (general)
301.000	b) Teachers of the Blind/Visually Impaired		\$8,590/hr./wk. (40 weeks)



# MONROE 2-ORLEANS BOCES SERVICES

Co-SER/ Svc. CODE	SERVICES	Pg.	UNIT COST 2023-24
301.010	1. Orientation and Mobility		\$8,425/hr./wk. (40 weeks)
302.000	<i>c) Teachers of the Deaf/Hard of Hearing</i>		\$5,883/wk. (40 weeks)
302.010	1. Interpreter		\$93,791/year
302.020	<i>d) Audiological Services</i>		\$9,676/hr./wk. (40 weeks) plus \$1,264 base fee for DM System
303.000	<i>e) Occupational Therapy</i>		\$8,814/hr./wk. (40 weeks) or \$161,510/FTE
306.000	<i>f) Physical Therapy</i>	12	\$9,275/hr./wk. (40 weeks) or \$150,235/FTE
308.000	<i>g) Speech and Language Therapy (classified)</i>		\$8,953/hr./wk. (40 weeks) or \$160,550/FTE
	<i>h) Assistive Technology Services</i>		
308.021	1. Model A - Block Services		\$42,330/day/wk./yr.
308.023	2. Model C - Dedicated Student Hours per IEP		\$10,583/hr./wk./yr.
309.000	<i>i) School Social Work</i>		\$8,750/hr./wk. (40 weeks) or \$137,560/FTE
309.020	<i>j) School Psychology</i>		\$8,750/hr./wk. (40 weeks) or \$137,560/FTE
311.000	<i>k) Consultant Special Education Teachers</i>		\$6,224/hr./wk. (40 weeks) or \$86,332/FTE
311.020	<i>l) Music Therapy</i>	13	\$6,573/hr./wk. (40 weeks)
311.030	<i>m) Art Therapy</i>		\$8,190/hr./wk. (40 weeks)
	<i>n) Autism Specialist</i>		
311.041	1. Model A - Block Hours		\$9,185/hr./wk. (40 weeks)
311.042	2. Model B - Dedicated Block Hours		\$9,185/hr./wk. (40 weeks)
	<i>o) Other Itinerant Staff (Please specify type of staff- i.e., health aide, nursing, etc. and attach list of student names)</i>		
	3. Career Planning Services		
517.000	<i>a) Transition Services</i>		\$26,326/day
517.020	<i>b) Work-Based Learning</i>		\$24,503/2.5 hrs./day (40 weeks)
517.040	<i>c) Person Centered Planning</i>		\$6,022/hr./wk./yr.
517.540	4. Vocational Assessments		\$1,113
	5. Extended School Year Program (12-month program)	14	
823	<i>a) Classroom Program</i>		TBD
841	<i>b) Itinerant Program</i>		TBD
	<i>c) Preschool Program</i>		TBD
	6. Preschool Services		
847	<i>a) Preschool Special Class Integrated Setting (6/6:1+1)</i>		
812	<i>b) Preschool Special Class (8:1+3)</i>		

# MONROE 2-ORLEANS BOCES SERVICES

Co-SER/ Svc. CODE	SERVICES	Pg.	UNIT COST 2023-24
	<b>B. Programs for English as a New Language</b>	14	
	1. Itinerant Services (please order as K-12)		
315.000	<i>a. Elementary, Middle and High School</i>		\$23,798/day
<b>IV. Westside Junior/Senior High Academy</b>			
423	<b>A. Westside Jr./Sr. High Academy</b>	15	\$37,223/student
<b>V. Regional Summer School</b>			
417	<b>A. Grades 7-8 (remedial)</b>		
	1. Reading/Math Clinic		\$558/course
	2. Middle School Program		\$505/course
417	<b>B. Grades 9-12</b>		
	1. Remedial		\$463/1 credit; \$288/.5 credit
	2. New		\$748/1 credit; \$327/.5 credit
	3. Review		
	<i>a) 6-Day Review Course</i>		\$109/course
	<b>4. Test only</b>		\$21/test
417	<b>C. Grades 3-6</b>		
	1. Summer Jump Start		\$TBD/student
511	<b>D. Regional Community Schools</b>	15	\$52,500 per FTE
	Community Schools Site Coordinator	16	\$55,000/Coordinator
	Parent Engagement Specialist		\$55,000/Coordinator
	School-based Social Learning Specialist		\$55,000/Coordinator
424	Hillside Work-Scholarship Connection		\$115,500/Youth Advocate

# MONROE 2—ORLEANS BOCES SERVICES

## Instructional Support

Co-SER/ Svc. CODE	SERVICES	Pg.	UNIT COST 2023-24
<b>I. Communication and Technology Services (CaTS)</b>		17-21	
	<b>A. Communications Services</b>	18	
528.000	1. Printing & Graphics		Based on past usage
	2. School Information Services		
615.000	a) Base Service		\$23,575/day/week (52 weeks)
615.000	b) Video Production		\$6,270 base charge
	<b>B. Instructional Technology Services</b>	19	
328.000	1. Computer Education Coordinator		\$70,280 (based on .6 FTE)
430.000	2. eLearning		
430.000	a) Base Service		\$2.54/RWADA
430.010	b) Online Courses (eLearning Base Service required)		solution-based
430.020	c) GCN Online Tutorials		\$2,045 unlimited access
	3. Technology Staff Development (Model Schools)		
524.000	a) Base Service (Required if participating in 525)		Base cost plus \$2.46/RWADA
524.010	b) Instructional Technology Specialists		\$49,160 (based on .4 FTE)
513.000	4. Library Automation		\$6,660/site (plus add-ons)
	5. Media Library	20	
530.000	a) Media Library (VHS/DVD/Streaming) & Video Duplication		Base cost plus \$4.71/RWADA
530.020	b) Online Resources		\$1,070/district (plus \$0.48/RWADA, plus the cost of the database)
820.207	6. School Library System		N/A
	<b>C. Technical Support Services</b>	21	
	1. Instructional Computing		
525.000	a) Base Service		\$3.65/RWADA
525.010	b) Computer Based Guidance Systems (Naviance, Maia, etc.)		\$780/site (plus cost of application)
525.020	c) Shared Technician		\$90,455/FTE
601.000	2. Records Management		\$5.05/RWADA
608.000	3. Instructional Support Network (ISN)		
608.000	a) Training and Support Base Service		\$4.30/RWADA
	4. Technical Services		
527.000	a) Audio/Visual/Computer Equipment Repair		Base cost plus \$12.11/RWADA
527.020	b) Assistive Technology Acquisition/Repair		\$18,285/district

# MONROE 2—ORLEANS BOCES SERVICES

Co-SER/  
SVC. CODE

SERVICES

Pg.

UNIT COST 2023-24

## II. School Improvement Program

22-25

512.000	<b>A. Base Service</b> (Note: All districts must participate in the base service in order to access the School Improvement Co-Ser. Districts participating in this program are eligible for BOCES aid on substitute teacher stipend costs for School Improvement and for related Curriculum and Staff Development programs.)	22	\$7,120
	<b>B. Professional Development Services</b>		
	1. Administrators' Regional Meetings		
512.022	a) Chief School Administrator		\$689/participant
512.022	b) Assistant Superintendents for Instruction		\$699/participant
512	2. Teacher APPR Re-Certification Training		\$587/half day
512	3. NYSED Statewide Professional Development Turnkey Services		\$1,175/day, \$5,876 total
	4. On-Site Customized Professional Learning		\$1,175/day
512	5. Instructional Audits	23	\$1,175/day
512	6. Regional Curriculum Writing		\$857/district
512	7. Regional Bilingual Education Resource Network (RBE-RN)		Technical assistance and professional development gratis; workshop materials vary
512	8. Mentoring That Matters		\$238/participant
512	9. In-District Instructional Support	24	\$22,621/.2 FTE
	a) ELA		
	b) Math		
653/512	10. Teacher Immersion Fellows Program		653: \$5,580/district 512: \$2,850/participant
512	11. STEM Coach		\$22,621/.2 FTE
512	12. Special Education Instructional Service	25	\$22,621/.2 FTE
512	13. Behavioral Instructional Service		\$22,621/.2 FTE

## III. Grant Writing

26

541.000	<b>A. Base Service</b>		\$2,877/year
541.000	<b>B. Grant Writing/Editing Service</b>		\$84/hr.
541.000	<b>C. Consolidated Application Service</b>		\$3,406
541.000	<b>D. Title I for Private (nonpublic) Schools</b>		\$1,227
541.000	<b>E. CR Part 154</b>		\$1,162

## IV. Reading Recovery

27

512.040	<b>A. New Teacher Training</b>		\$11,320/participant
512.040	<b>B. Teachers receiving continuing contact from Teacher Leader</b>		\$2,886/participant
512.040	<b>C. Essential Literacy</b>		\$9,086

# MONROE 2—ORLEANS BOCES SERVICES

Co-SER/ Svc. CODE	SERVICES	Pg.	UNIT COST 2023-24
<b>V. BOCES 4 Science</b>		28	\$328 average cost per kit
502.000	<b>A. STARLAB</b>		
	1. Portable Planetarium, Grades PreK-12		\$275/day
	2. District employee who has completed certification course		\$135/day
502.000	<b>B. Content, Curriculum and Alignment</b>		Free to participating districts
502.000	<b>C. Consulting Services</b>		
	1. Coaching, K-8		\$525/day or \$15,000/.2 FTE
502.000	<b>D. BOCES 4 Science Unit Workshops</b>		Free to participating districts
<b>VI. MAARS</b>		29	
	<b>A. Core Services</b>		\$5.66 RWADA/\$3,175 base
	<b>B. NYS Assessment Scoring Coordination</b>		\$750 daily rate, plus materials
	<b>C. NYSITELL Answer Sheets &amp; Reporting</b>		\$3.18/test
	<b>D. NYS Assessment Processing</b>		\$3.18/test
	<b>E. Regional Scoring</b>		\$5.30/test
	<b>F. Regional Scoring for NYSESLAT</b>		\$3.18/test
	<b>G. Training for NYSAA Administration</b>		\$570/per district
	The following services are coordinated through the RIC at Monroe #1 BOCES.		
	<b>H. Data Warehouse (WNYRIC)</b>		\$790.74/district
	<b>I. NYS Reporting</b>		\$4.68/RWADA /\$1,136.07 base



## Finance, Human Resources and Labor Relations

Co-SER/  
Svc. CODE

SERVICES

Pg.

UNIT COST 2023-24

### I. Finance

30-33

652.000	<b>A. Cooperative Bidding (for current participation information contact Wendy Vergamini at 352-2418)</b>	31	
	<ul style="list-style-type: none"> <li>o Art</li> <li>o Athletic</li> <li>o Beverages</li> <li>o Bread products</li> <li>o Building supplies</li> <li>o Bus parts</li> <li>o Calculators</li> <li>o Custodial</li> <li>o Electrical service</li> <li>o Electricity</li> <li>o Fine paper</li> <li>o Food service equipment repairs/services</li> <li>o Food supply</li> <li>o Fresh produce</li> <li>o Health and safety</li> <li>o HVAC services</li> <li>o Ice cream/frozen desserts</li> <li>o Magazines</li> <li>o Medical trainer</li> <li>o Milk and juice</li> <li>o Multimedia/AV equipment</li> <li>o Music equipment</li> <li>o Natural gas</li> <li>o Office and Classroom Supplies</li> <li>o Pest Control</li> <li>o Plumbing services</li> <li>o Pool supplies</li> <li>o Printer and copier supplies</li> <li>o School lunch paper</li> </ul>		Cooperative Bidding \$412/unit Food \$2,407/unit Gas \$1,329/unit Fine Paper \$622/unit Electricity \$1,193/unit Statewide School Finance Consortium \$700/district
512.022.003	<b>B. Rochester School Business Officials' Meetings</b>		\$194/participant
634.000	<b>C. Rochester Area School Health Plan (RASHP I)</b>		district specific
634.001	<b>D. Rochester Area School Health Plan (RASHP II)</b>		district specific
634.010	<b>E. Rochester Area School Workers' Comp. Plan (RASWCP)</b>		district specific

### II. Human Resources

32

512.022.004	<b>A. Rochester Area School Personnel Administrators' (RASP) Meetings</b>		\$571/participant
640.000	<b>B. (OWR) Online Web Recruitment</b>		\$5,250/yr.
313.000	<b>C. Shared Human Resources Manager</b>		\$157,491/Staff FTE

### III. Labor Relations and Negotiation Services

33

	<b>A. Labor Relations and Negotiation Services</b>		
614.000	1. Base Service		\$21,280/district (Extended service \$125/hour)
614.040	2. Unemployment Hearing Service		\$4,896/district
614.060	3. Superintendent Designee for Student Hearing Service		\$4,752 for 25 hearings
329.000	<b>B. Attendance Investigator Service</b>		\$66/hour as needed

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