



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

There will be a Regular Meeting of the Monroe 2-Orleans Board of Cooperative Educational Services on Wednesday, November 20, 2024, at 6:00 pm at the Richard E. TenHaken Educational Services Center, 3599 Big Ridge Road, Spencerport, NY 14559

**BOARD MEMBERS**

Dennis Laba, President	Trina Lorentz
R. Charles Phillips, Vice President	Gerald Maar
John Abbott	Michael May
Christa Bowling	James Musshafen
Kathleen Dillon	

**AGENDA**

1. Call the Meeting to Order
2. Pledge of Allegiance
3. Agenda Item(s) Modifications
4. Approval of Minutes: October 16, 2024 Regular Meeting Minutes
5. Public Interaction
6. Financial Reports
  1. Resolution to Accept Treasurer's Report
  2. Resolution to Accept WinCap Reports
  3. Resolution to Accept Quarterly Extra Classroom Report
  4. Internal Claims Log
7. Audit Committee
8. Board Presentation - Preschool Budget Update - Department for Exceptional Children Director Kerry Macko, Assistant SBO Gary Manuse and Preschool Supervisor Heather Malone
9. Old Business
10. New Business
  1. First Read Policy # 2310 - Public Access to Records
  2. First Read Policy #6459 - Gender Identity
  3. Resolution at accept donation of 2007 Toyota Camry VIN# JTNBE46K873073731
11. Personnel and Staffing
  1. Resolution to Approve Personnel and Staffing Agenda
  2. Resolution to Approve Substitute Pay Rates

12. Bids/Lease Purchases
  1. Resolution to Accept Cooperative HVAC Repair, Maintenance and Installation Service Bid
  2. Resolution to Accept Cooperative Plumbing Repair, Maintenance and Installation Service Bid
  3. Resolution to Accept Cooperative Food Service Equipment Repair, Maintenance and Installation Service Bid
  4. Resolution to accept Gates Chili CSD Lease Purchase of Toshiba Equipment
  
13. Executive Officer's Reports
  1. Albany D.S. Report
  2. Local Update
  
14. Committee Reports
  1. District Operations Committee
  2. Legislative Committee
  3. Information Exchange
  
15. Upcoming Meetings/Calendar Events
 

Nov. 20	Noon	MCSBA District Operations Committee	Strathallan
	6:00 pm	Board Meeting;	ESC, Board Room
Nov. 27-29	Thanksgiving	Recess - BOCES Closed	
Dec. 3	6:30 pm	Greece BOE Meeting	1790 Latta Road
Dec. 4	Noon	MCSBA Legislative Committee Meeting	Zoom
	3:30-5:00	Employee Recognition Event	ESC, PDC
Dec. 9	2 Sessions	MCSBA Legislative Advocacy	Zoom
Dec. 23-Jan 3		Winter Recess, No School for Students	
Dec. 25	Holiday	BOCES Closed	
Jan. 1	Holiday	BOCES Closed	
Jan. 8	Noon	MCSBA Legislative Committee	Strathallan
Jan. 13	6:30	Gates Chili BOE Meeting	1 Spartan Way
Jan. 15	Noon	MCSBA Information Exchange	Strathallan
	6:00 pm	Board Meeting	ESC, Board Room
  
16. Other Items
  
17. Adjournment

1. Call the Meeting to Order

## 2. Pledge of Allegiance

### 3. Agenda Item(s) Modifications

4. Approval of Minutes: October 16, 2024 Regular Meeting Minutes

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

## MINUTES

of the Regular Meeting held on Wednesday, October 16, 2024, at 6:00 p.m. at the Richard E. Ten Haken Educational Services Center, 3599 Big Ridge Road, Spencerport, New York 14559

### Members Present

Dennis Laba, President  
Christa Bowling  
Kathleen Dillon

Trina Lorentz  
Gerald Maar  
Michael May  
James Musshafen

### Staff Present

Thomas K. Putnam  
Karen Brown  
Amanda Dedie  
Kelly Mutschler

Marijo Pearson  
Steve Roland  
Tom Schulte  
Jill Slavny  
Richard White

1. The meeting was called to order by President Laba at 6:00 pm.
2. Pledge of Allegiance
3. Agenda Modification  
Resolved: To Approve Agenda Modification Adding Item 11.3  
*Moved by M. May, seconded by G. Maar; passed unanimously*
4. Approval of Minutes  
Resolved: To Approve the Minutes of the September 18, 2024, Regular Meeting  
*Moved by G. Maar, seconded by K. Dillon; passed unanimously*
5. There was no public interaction.
6. Financial Reports
  1. Resolved: To Accept the Treasurer's Report as presented  
*Moved by K. Dillon, seconded by G. Maar; passed unanimously*
  2. Resolved: To Accept the Win Cap Reports as presented  
*Moved by K. Dillon, seconded by T. Lorentz; passed unanimously*
7. Board Presentation – Tom Zuber of Mengel, Metzger, Barr, CPA reviewed the 2023-24 Audit with the board. Mr. Zuber left the meeting at 6:10 pm
  1. Resolved: To Accept the Audit Report entitled Basic Financial Statement for year ended June 30, 2024  
*Moved by G. Maar; seconded by K. Dillon; passed unanimously*

2. Resolved: To Accept the Management Letter for the year ended June 30, 2024  
*Moved by K. Dillon; seconded by G. Maar; passed unanimously*

3. Resolved: To Accept Corrective Action Plan for the Year Ended June 30, 2024  
(Mengel, Metzger, Barr & Co)  
*Moved by G. Maar; seconded by K. Dillon; passed unanimously*

8. Old Business There was no old business

9. Recognition of Board Members – Dr. Putnam presented each board member with a copy of the book In Our Classroom, How We Learn and Play in Our Own Way, by Diana Schuda, illustrated by Ahmad Sabadunya. The book was chosen by Preschool Supervisor Heather Malone and will be housed in the Preschool classrooms. The nine copies have a commemorative sticker recognizing each board member on the inside cover. Treats were provided by Chef Tom Noto's CTE students.

10. New Business

1. Resolved: Approve 2024 Regional Summer School Lease Amendments for Greece CSD and Hilton CSD  
*Moved by K. Dillon, seconded by G. Maar; passed unanimously*

2. Resolved: Approve 2024 Extended School Year Lease Amendment for Spencerport  
*Moved by M. May, seconded by G. Maar; passed unanimously*

3. Resolved: To Accept Donation of Kubodo I2550 Tractor from David J. Izzo  
*Moved by K. Dillon, seconded by G. Maar; passed unanimously*

4. Resolved: To Accept Donation of Wooden Bookshelves from the Sisters of Saint Joseph of Rochester Mother House  
*Moved by M. May, seconded by K. Dillon; passed unanimously*

5. Tom Schulte provided a report on the 2024 Regional Summer School and Extended School Year programs.

6. Resolved: To Accept Transfer of Ownership of 2014 Cadillac SRX VIN# 3GFNEE34ES571772 from Monroe Community College

7. Resolved: To Accept Transfer of Ownership of 2016 Chevrolet Traverse VIN# 1GNKVHKD6GJ325997 from Monroe Community College

*Items 10.6 and 10.7 were moved together by K. Dillon, seconded by G. Maar; passed unanimously*

11. Personnel and Staffing

1. Resolved: To Approve the Personnel and Staffing Agenda as presented  
*Moved by K. Dillon, seconded by T. Lorentz; passed unanimously*

2. Resolved: That the Board approves the Agreement between the District Superintendent of Monroe 2-Orleans BOCES and the United Public Service Employees Union, Operations, Maintenance and Security Bargaining Unit, for the period of July 1, 2024 – June 30, 2027, as presented.  
*Moved by K. Dillon, seconded by G. Maar; passed unanimously*



3. Resolved: That the Board approves the Agreement between the District Superintendent of Monroe 2-Orleans BOCES and the Monroe 2-Orleans BOCES United Professionals Bargaining Unit, for the period of July 1, 2024 – June 30, 2027, as presented.

*Moved by K. Dillon, seconded by T. Lorentz; passed unanimously*

12. Bids/Lease Purchases

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

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

<b>PRINT SHOP SUPPLIES</b>	<b>Bid #RFB-2100-24</b>
Central Ink	\$47,746.00
Mark Andy Print Products	\$14,454.20
G.E. Richards Graphic Supplies	\$6,646.46

<b>COOPERATIVE FINE PAPER</b>	<b>Bid# RFB-2099-24</b>
WB Mason	\$550,815.48
Economy Paper Co.	\$350,781.62
Lindenmeyr-Munroe	\$99,614.30
Veritiv Operating Corp.	\$57,396.00
Quill	\$13,246.89
Check-O-Matic	\$8,381.80
Head to Heels	\$3,695.38

13. Committee Reports

1. District Operations Committee – John Abbott, Kathleen Dillon  
Topic – Healthcare and increased costs
2. Legislative Committee – Kathleen Dillon, Dennis Laba  
Topic – Position paper, subcommittee was formed and has met
3. Information Exchange Committee – Jim Musshafen, Trina Lorentz  
Topic – Cornell Cooperative Extension, included reference to Monroe 2-Orleans BOCES and Springdale Farm program

14. Executive Officer's Report

1. Albany DS Report  
Regionalization
  - Districts completing Regionalization Survey in the NYSED Portal (currently due 12/6)
  - District Superintendents are tasked with hosting Regionalization meetings with component districts
  - District Superintendents must submit outcomes in writing
- NYS Blue Ribbon Commission on Graduation Measures
  - Four key transformations presented in June 2024:
    - Adopting the NYS Portrait of a Graduate
    - Redefining credits
    - Sunsetting diploma assessment requirements
    - Moving to one diploma

2. Local Updates

ACT for Education

- Marketing the positives of working for school districts
- Building partnerships with the Chamber of Commerce
- Celebrating Community Champions Event

Transition Updates

- Tour and information gathering at Ridgecrest Academy
- Tour and information gathering at CWD
- Tour and information gathering at Springdale Farms
- Presentation to Hilton BOE

15. Upcoming Meetings/Calendar Events – the various meetings for the month were listed in the agenda

16. Other Items

Kathy Dillon mentioned that the NYSSBA Annual Meeting voting took place and resolutions supported were emailed to members. Dr. Putnam provided a Space Committee Update

17. At 6:46pm G. Maar made a motion to adjourn to executive session to discuss the employment history of a particular person; seconded by M. May; passed unanimously

Respectfully Submitted



Kelly Mutschler  
Clerk of the Board

**Members Present**

Dennis Laba  
Christa Bowling  
Kathleen Dillon

Trina Lorentz  
Gerald Maar  
Michale May  
Jim Musshafen


Others Present: Thomas K. Putnam, Karen Brown, Marijo Pearson, Steven Roland, Thomas Schulte, Jill Slavny

At 7:05 pm a motion was made by M. May, seconded by G. Maar to come out of Executive Session; passed unanimously.

18. Adjournment

At 7:06 pm a motion was made by M. May to adjourn the meeting, seconded by G. Maar; passed unanimously.

Respectfully Submitted,



Thomas K. Putnam  
Clerk Pro Tem

## 5. Public Interaction

6. Financial Reports

1. Resolution to Accept Treasurer's Report
2. Resolution to Accept WinCap Reports
3. Resolution to Accept Quarterly Extra Classroom Report
4. Internal Claims Log

**Monroe 2 - Orleans BOCES**  
**Treasurer's Report**  
**Period Ending September 30, 2024**

	<b>GENERAL FUND</b>		<b>SPECIAL AID FUND</b>	
<b>BEGINNING CASH ON HAND</b>		5,266,909.18		1,378,686.07
<b>RECEIPTS:</b>				
Interest Earned	43,054.32		134.56	
Charges for Services	19,094,536.97		-	
Non-Contract Services	106,549.28		80,200.00	
Collected for Other Funds			-	
State, Federal and Local Aid	18,520,817.20		100,876.00	
Transfers from Other Funds			-	
Miscellaneous Funds	82,699.15		443.00	
<b>TOTAL RECEIPTS</b>	<b>37,847,656.92</b>	<b>37,847,656.92</b>	<b>181,653.56</b>	<b>181,653.56</b>
<b>DISBURSEMENTS</b>				
Payroll and Benefits	3,548,342.70		1,075.00	
Warrants	5,633,968.56		638,768.52	
Transfers to Other Funds	-		-	
Miscellaneous Disbursements	62.31		942.01	
<b>TOTAL DISBURSEMENTS</b>	<b>9,182,373.57</b>	<b>(9,182,373.57)</b>	<b>640,785.53</b>	<b>(640,785.53)</b>
<b>ENDING CASH ON HAND:</b>		<b>33,932,192.53</b>		<b>919,554.10</b>
GENERAL FUND CHECKING		28,183,754.91	SPECIAL AID CHKG - CHASE	912,753.10
GENERAL FUND CLASS		61,095.76	SPECIAL AID CHKG - M&T	6,801.00
PAYROLL CHECKING		128,149.98		
DENTAL/FSA ACCOUNT CASH		328,782.80		
GENERAL FUND CD		1,090,632.14		
CASH- LIABILITY RESERVE		509,131.08		
CASH- UNEMPLOYMENT RES		204,512.05		
CASH- CTE RESERVE		306,548.11		
CASH - INSURANCE RESERVE		613,119.63		
TREASURY INVESTMENTS		2,506,466.07		
		<b>33,932,192.53</b>		<b>919,554.10</b>

**BEGINNING CASH ON HAND**

**RECEIPTS:**

Interest Earned  
Component Contributions  
Transfers from Other funds  
Donations  
Miscellaneous Funds

**TOTAL RECEIPTS**

**DISBURSEMENTS**

Warrants  
Scholarships  
Transfers to Other Funds  
Miscellaneous Disbursements

**TOTAL DISBURSEMENTS**

**ENDING CASH ON HAND:**

**MISC SPECIAL REVENUE**

73,317.01

120.51

-

-

-

-

120.51

120.51

-

-

-

-

-

73,437.52

B4 SCIENCE

-

GIFT FUND SAVINGS

73,437.52

73,437.52

**CAPITAL FUND**

3,259,819.92

17,541.83

-

-

-

-

17,541.83

17,541.83

-

-

-

-

-

3,277,361.75

CAPITAL FUND CHECKING

618,825.50

CAPITAL FUND INVESTMENTS

2,658,536.25

3,277,361.75

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

	Rochester Area School Health Plan I	Rochester Area School Health Plan II	Rochester Area School Workers' Comp Plan	Wayne Finger Lakes Workers' Comp Plan	TOTAL CUSTODIAL
<b>BEGINNING CASH ON HAND</b>	16,448,907.42	122,338,775.12	39,897,007.37	340,430.32	179,025,120.23
<b>RECEIPTS:</b>					
Interest Earned	19,094.70	306,340.11	185,011.66	-	
Contributions	1,625,720.62	26,195,775.69	17,583.50	159,569.68	
Miscellaneous Funds	303,857.34	-	1,800,000.00	-	
<b>TOTAL RECEIPTS</b>	1,948,672.66	26,502,115.80	2,002,595.16	159,569.68	30,612,953.30
<b>DISBURSEMENTS</b>					
Claims	1,719,623.34	26,703,867.48	274,226.62	168,820.60	
Admin and Other Disbursements	91,851.65	2,567,680.86	-	-	
<b>TOTAL DISBURSEMENTS</b>	1,811,474.99	29,271,548.34	274,226.62	168,820.60	(31,526,070.55)
<b>ENDING CASH ON HAND:</b>	16,586,105.09	119,569,342.58	41,625,375.91	331,179.40	178,112,002.98
RASHP I CHECKING	3,554,834.45				3,554,834.45
RASHP I SAVINGS / INVESTMENTS	5,647,477.07				5,647,477.07
RASHP II CHECKING		6,959,472.86			6,959,472.86
RASHP II SAVINGS / INVESTMENTS		58,420,201.76			58,420,201.76
RASWC CHECKING			4,247,155.28		4,247,155.28
RASWC SAVINGS / INVESTMENTS			20,560,620.92		20,560,620.92
WFL WC CHECKING				331,179.40	331,179.40
TREASURY INVESTMENTS	7,383,793.57	54,189,667.96	16,817,599.71		78,391,061.24
<b>TOTAL CASH</b>	16,586,105.09	119,569,342.58	41,625,375.91	331,179.40	178,112,002.98

Collateral Analysis	M&T Bank	Five Star Bank	Chase Bank
Bank Totals	16,972,353.71	80,504,507.71	31,497,754.23
<i>Collateral:</i>			
FDIC	500,000.00	250,000.00	250,000.00
Additional FDIC through CD Option	-	61,237,815.64	-
Collateral held by Bank	-		32,129,623.30
Collateral held by Third Party	16,724,899.40	19,866,176.76	-
	17,224,899.40	81,353,992.40	32,379,623.30
Over / (Under) Collateralized	252,545.69	849,484.69	881,869.07

Treasurer's Notes:

September state aid was received and payment was made to our components at the beginning of October.

This is to certify that I have received these balances:

Kelley Mutschler  
District Clerk

11/8/2024  
Date

[Signature]  
Assistant Superintendent for Finance and Operations

11/5/24  
Date

[Signature]  
Treasurer

10/15/24  
Date



# MONROE 2 - ORLEANS BOCES

Budget Status Report As Of: 10/31/2024

Fiscal Year: 2025

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
<b>0 Administration</b>							
100 SALARIES		1,387,279.00	83,500.00	1,470,779.00	522,998.11	915,709.69	32,071.20
200 EQUIPMENT		17,550.00	10,393.09	27,943.09	14,558.62	7,546.25	5,838.22
300 SUPPLIES		16,000.00	1,000.00	17,000.00	2,991.80	10,979.28	3,028.92
400 CONTRACTUAL		437,725.00	163,463.36	601,188.36	219,476.07	245,958.54	135,753.75
470 Rental of Facilities		2,511,205.00	0.00	2,511,205.00	683,061.76	1,018,208.66	809,934.58
700 INTEREST ON REVENUE NOTES		4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
800 EMPLOYEE BENEFITS		727,275.00	-63,639.07	663,635.93	224,462.66	411,692.68	27,480.59
899 Oth Post Retirement Benft		5,879,846.00	-49,700.00	5,830,146.00	1,377,488.66	0.00	4,452,657.34
910 TRANSFER TO CAPITAL FUND		1,042,000.00	0.00	1,042,000.00	1,042,000.00	0.00	0.00
950 TRANSFER FROM O & M		77,143.00	0.00	77,143.00	0.00	0.00	77,143.00
960 TRANSFER CHARGE		286,994.00	2,166.65	289,160.65	2,166.65	0.00	286,994.00
<b>Subtotal of 0 Administration</b>		<b>12,387,017.00</b>	<b>147,184.03</b>	<b>12,534,201.03</b>	<b>4,089,204.33</b>	<b>2,610,095.10</b>	<b>5,834,901.60</b>
<b>1 Career Education</b>							
100 SALARIES		5,727,955.00	-48,555.60	5,679,399.40	1,082,068.66	4,056,297.97	541,032.77
200 EQUIPMENT		185,000.00	-14,713.16	170,286.84	93,307.90	65,618.90	11,360.04
300 SUPPLIES		537,000.00	78,332.88	615,332.88	235,251.75	187,926.70	192,154.43
400 CONTRACTUAL		480,750.00	61,896.93	542,646.93	171,582.96	220,256.81	150,807.16
800 EMPLOYEE BENEFITS		2,896,908.00	-23,071.00	2,873,837.00	641,590.74	1,741,393.81	490,852.45
950 TRANSFER FROM O & M		1,619,762.00	0.00	1,619,762.00	0.00	0.00	1,619,762.00
960 TRANSFER CHARGE		813,648.00	24,111.94	837,759.94	24,111.94	0.00	813,648.00
990 TRANS CREDTS FR OTHER FUND		-1,000.00	0.00	-1,000.00	0.00	0.00	-1,000.00
<b>Subtotal of 1 Career Education</b>		<b>12,260,023.00</b>	<b>78,001.99</b>	<b>12,338,024.99</b>	<b>2,247,913.95</b>	<b>6,271,494.19</b>	<b>3,818,616.85</b>
<b>2 Special Education</b>							
100 SALARIES		7,056,901.00	0.00	7,056,901.00	1,161,303.42	4,716,404.76	1,179,192.82
200 EQUIPMENT		103,409.00	110,462.38	213,871.38	48,773.49	88,801.22	76,296.67
300 SUPPLIES		75,676.00	66,051.19	141,727.19	29,810.46	50,659.24	61,257.49
400 CONTRACTUAL		918,272.00	-47,033.18	871,238.82	100,135.14	94,786.27	676,317.41
490 SCH DIST AND OTHER BOCES		6,176,266.11	2,725,400.35	8,901,666.46	2,228,883.09	0.00	6,672,783.37
800 EMPLOYEE BENEFITS		4,200,719.00	0.00	4,200,719.00	3,574,110.75	360,804.76	265,803.49
950 TRANSFER FROM O & M		621,693.00	0.00	621,693.00	0.00	0.00	621,693.00
960 TRANSFER CHARGE		18,955,785.00	7,999.50	18,963,784.50	7,999.50	0.00	18,955,785.00
970 TR CREDTS FR SERVICE PROGR		0.00	-10,039.50	-10,039.50	-10,039.50	0.00	0.00
<b>Subtotal of 2 Special Education</b>		<b>38,108,721.11</b>	<b>2,852,840.74</b>	<b>40,961,561.85</b>	<b>7,140,976.35</b>	<b>5,311,456.25</b>	<b>28,509,129.25</b>
<b>3 Itinerent Services</b>							
100 SALARIES		12,087,501.00	-464,690.51	11,622,810.49	1,736,990.02	7,581,850.65	2,303,969.82
200 EQUIPMENT		97,483.00	-58.00	97,425.00	22,692.51	658.00	74,074.49
300 SUPPLIES		60,905.00	3,193.00	64,098.00	6,354.05	10,113.70	47,630.25
400 CONTRACTUAL		1,947,533.10	-464,804.80	1,482,728.30	108,451.62	447,570.60	926,706.08
490 SCH DIST AND OTHER BOCES		117,683.41	-14,363.41	103,320.00	0.00	0.00	103,320.00

# MONROE 2 - ORLEANS BOCES

Budget Status Report As Of: 10/31/2024

Fiscal Year: 2025

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
800	EMPLOYEE BENEFITS	6,662,013.00	690.51	6,662,703.51	5,255,265.20	644,919.89	762,518.42
950	TRANSFER FROM O & M	5,131.00	0.00	5,131.00	0.00	0.00	5,131.00
960	TRANSFER CHARGE	1,841,165.00	840.00	1,842,005.00	840.00	0.00	1,841,165.00
970	TR CREDTS FR SERVICE PROGR	-13,604,606.00	0.00	-13,604,606.00	0.00	0.00	-13,604,606.00
<b>Subtotal of 3 Itinerent Services</b>		<b>9,214,808.51</b>	<b>-939,193.21</b>	<b>8,275,615.30</b>	<b>7,130,593.40</b>	<b>8,685,112.84</b>	<b>-7,540,090.94</b>
<b>4 General Instruction</b>							
100	SALARIES	2,083,021.00	665.55	2,083,686.55	1,167,898.66	812,387.09	103,400.80
200	EQUIPMENT	5,500.00	338.04	5,838.04	2,638.04	0.00	3,200.00
300	SUPPLIES	15,463.00	0.00	15,463.00	1,266.18	4,224.08	9,972.74
400	CONTRACTUAL	3,381,794.13	-6,514.08	3,375,280.05	302,386.90	2,361,462.61	711,430.54
490	SCH DIST AND OTHER BOCES	406,373.88	308,947.05	715,320.93	148,485.63	0.00	566,835.30
800	EMPLOYEE BENEFITS	799,690.00	744.95	800,434.95	328,061.08	371,861.62	100,512.25
950	TRANSFER FROM O & M	172,834.00	0.00	172,834.00	0.00	0.00	172,834.00
960	TRANSFER CHARGE	232,418.00	2,665.54	235,083.54	2,665.54	0.00	232,418.00
970	TR CREDTS FR SERVICE PROGR	-51,930.00	0.00	-51,930.00	0.00	0.00	-51,930.00
990	TRANS CREDTS FR OTHER FUND	-3,020.00	0.00	-3,020.00	0.00	0.00	-3,020.00
<b>Subtotal of 4 General Instruction</b>		<b>7,042,144.01</b>	<b>306,847.05</b>	<b>7,348,991.06</b>	<b>1,953,402.03</b>	<b>3,549,935.40</b>	<b>1,845,653.63</b>
<b>5 Instruction Support</b>							
100	SALARIES	6,685,608.00	-2,380.52	6,683,227.48	1,790,631.55	4,341,001.77	551,594.16
200	EQUIPMENT	5,764,269.00	2,139,890.17	7,904,159.17	2,213,907.06	981,645.22	4,708,606.89
300	SUPPLIES	1,092,101.00	106,119.71	1,198,220.71	716,089.91	166,839.64	315,291.16
400	CONTRACTUAL	9,923,953.00	837,336.54	10,761,289.54	4,199,202.77	3,016,157.47	3,545,929.30
490	SCH DIST AND OTHER BOCES	1,160,114.79	-150,801.69	1,009,313.10	266,779.50	0.00	742,533.60
800	EMPLOYEE BENEFITS	3,307,756.00	3,502.70	3,311,258.70	1,415,543.63	1,614,956.16	280,758.91
950	TRANSFER FROM O & M	927,153.00	0.00	927,153.00	0.00	0.00	927,153.00
960	TRANSFER CHARGE	1,200,907.00	3,885.55	1,204,792.55	3,885.55	0.00	1,200,907.00
970	TR CREDTS FR SERVICE PROGR	-3,100,986.00	-33,222.65	-3,134,208.65	-33,222.65	0.00	-3,100,986.00
990	TRANS CREDTS FR OTHER FUND	-60,243.00	0.00	-60,243.00	0.00	0.00	-60,243.00
<b>Subtotal of 5 Instruction Support</b>		<b>26,900,632.79</b>	<b>2,904,329.81</b>	<b>29,804,962.60</b>	<b>10,572,817.32</b>	<b>10,120,600.26</b>	<b>9,111,545.02</b>
<b>6 Other Services</b>							
100	SALARIES	2,700,846.00	-919.24	2,699,926.76	879,167.78	1,674,127.31	146,631.67
200	EQUIPMENT	490,809.00	144,016.63	634,825.63	99,807.93	60,494.20	474,523.50
300	SUPPLIES	37,305.00	2,044.00	39,349.00	5,485.64	6,551.02	27,312.34
400	CONTRACTUAL	4,066,506.00	202,506.58	4,269,012.58	1,030,110.87	1,790,355.22	1,448,546.49
490	SCH DIST AND OTHER BOCES	4,848,795.35	3,622,666.84	8,471,462.19	5,661,360.26	0.00	2,810,101.93
800	EMPLOYEE BENEFITS	1,209,480.00	919.24	1,210,399.24	380,978.70	788,349.48	41,071.06
950	TRANSFER FROM O & M	138,874.00	0.00	138,874.00	0.00	0.00	138,874.00
960	TRANSFER CHARGE	137,086.00	0.00	137,086.00	0.00	0.00	137,086.00
970	TR CREDTS FR SERVICE PROGR	-2,094,768.00	-1,525.00	-2,096,293.00	-1,525.00	0.00	-2,094,768.00
990	TRANS CREDTS FR OTHER FUND	-85,766.00	0.00	-85,766.00	0.00	0.00	-85,766.00

## MONROE 2 - ORLEANS BOCES

Budget Status Report As Of: 10/31/2024

Fiscal Year: 2025

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
<b>Subtotal of 6 Other Services</b>		<b>11,449,167.35</b>	<b>3,969,709.05</b>	<b>15,418,876.40</b>	<b>8,055,386.18</b>	<b>4,319,877.23</b>	<b>3,043,612.99</b>
<b>7 Undefined</b>							
100 SALARIES		4,519,788.00	0.00	4,519,788.00	1,362,475.34	2,445,629.95	711,682.71
200 EQUIPMENT		70,573.00	13,000.00	83,573.00	10,466.54	51,878.29	21,228.17
300 SUPPLIES		250,268.00	0.00	250,268.00	59,822.44	64,742.34	125,703.22
400 CONTRACTUAL		2,175,769.00	-16,117.97	2,159,651.03	687,546.53	1,037,970.43	434,134.07
800 EMPLOYEE BENEFITS		2,293,140.00	0.00	2,293,140.00	-6,558,313.04	6,624,505.38	2,226,947.66
950 TRANSFER FROM O & M		722,419.00	0.00	722,419.00	0.00	0.00	722,419.00
960 TRANSFER CHARGE		1,657,616.00	3,117.97	1,660,733.97	3,117.97	0.00	1,657,616.00
970 TR CREDTS FR SERVICE PROGR		-10,558,338.00	0.00	-10,558,338.00	0.00	0.00	-10,558,338.00
990 TRANS CREDTS FR OTHER FUND		-1,131,235.00	0.00	-1,131,235.00	0.00	0.00	-1,131,235.00
<b>Subtotal of 7 Undefined</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-4,434,884.22</b>	<b>10,224,726.39</b>	<b>-5,789,842.17</b>
<b>Total GENERAL FUND</b>		<b>117,362,513.77</b>	<b>9,319,719.46</b>	<b>126,682,233.23</b>	<b>36,755,409.34</b>	<b>51,093,297.66</b>	<b>38,833,526.23</b>

# MONROE 2 - ORLEANS BOCES

Revenue Status Report As Of: 10/31/2024

Fiscal Year: 2025

Fund: A GENERAL FUND

Revenue Account	Service	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
0 Administration			12,387,017.00	147,184.03	12,534,201.03	6,514,500.13	6,005,463.46	132,946.59
1 Career Education			12,260,023.00	86,143.22	12,346,166.22	5,166,631.54	7,159,648.64	58,115.95
2 Special Education			38,040,106.11	3,044,206.45	41,084,312.56	14,525,112.53	26,245,095.64	0.00
3 Itinerent Services			9,283,423.51	-1,122,743.56	8,160,679.95	3,859,026.86	4,302,058.09	605.00
4 General Instruction			7,042,144.01	298,343.43	7,340,487.44	3,876,103.52	3,464,383.92	0.00
5 Instruction Support			26,900,632.79	3,014,786.04	29,915,418.83	14,943,610.31	13,309,251.31	120,437.25
6 Other Services			11,449,167.35	4,027,998.09	15,477,165.44	8,868,042.61	6,508,910.92	3,120.00
<b>Total GENERAL FUND</b>			<b>117,362,513.77</b>	<b>9,495,917.70</b>	<b>126,858,431.47</b>	<b>57,753,027.50</b>	<b>66,994,811.98</b>	<b>315,224.79</b>

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

These are estimates to balance the budget



7. Audit Committee – Resolution to Approve Minutes



**Finance  
Office**

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

**Audit Committee Meeting**

**October 16, 2024**

Members Present: Dennis Laba, Mike May

Others Present: Dr. Thomas Putnam, Steve Roland, Tom Zuber

**I. Financial Audit Review (23/24)**

Tom Zuber from MMB reviewed the Financial Executive Summary for the Years Ending June 30, 2024, and 2023. Some of the financial highlights the group discussed include the following:

- Year-end purchases on behalf of our Districts resulted in a large Encumbrance Outstanding at June 30
- Reserve increases due to contributions and interest revenue
- Surplus Refund was largely due to cross contracts, unspent technology funds, and Special Education
- Special Aid Fund generated an operating gain for the school year
- Capital Fund is carrying a balance for future Capital Projects
- OPEB decrease primarily due to the change to Aetna for Medicare
- MMB issued an Unqualified Opinion on our Financial Statements
- Management Letter contained two items
- No Internal Control weaknesses were found

Cc: Board

8. Board Presentation – Preschool Budget Update – Department for Exceptional Children Director Kerry Macko, Assistant SBO Gary Manuse and Preschool Supervisor Heather Malone





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**Monroe 2-Orleans BOCES**

**Preschool**

**November 20, 2024**

# Integrated

**Gates Neil Armstrong**

**Greece Early Learning Center**

**Greece English Village**

**Hilton Village**

**Spencerport Bernabi**

**Spencerport Early Learning Center**

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





# **8:1+3 Self-Contained**

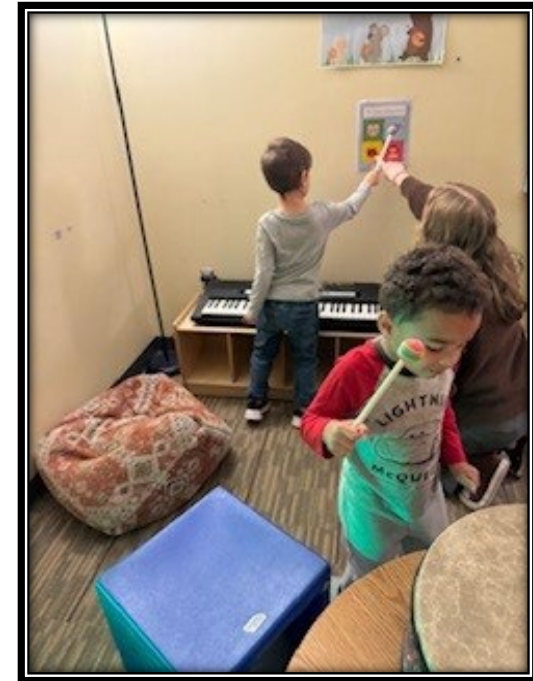
**Two classrooms at Greece English Village**

**Three classrooms at Exceptional Children Learning Center**

**Currently servicing 40 students in the 8:1+3 program**

# Embedded Supports

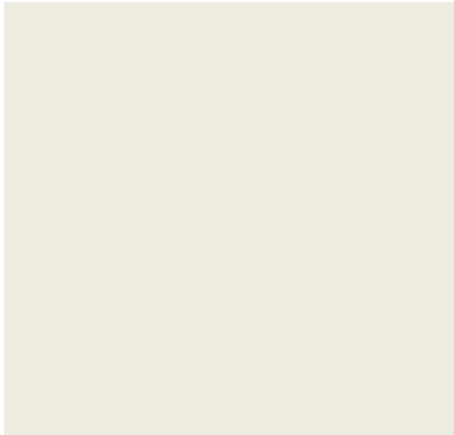
- **Assistive Technology**
- **Autism**
- **Mental Health**
- **Music Therapy**





# Enhanced Spaces

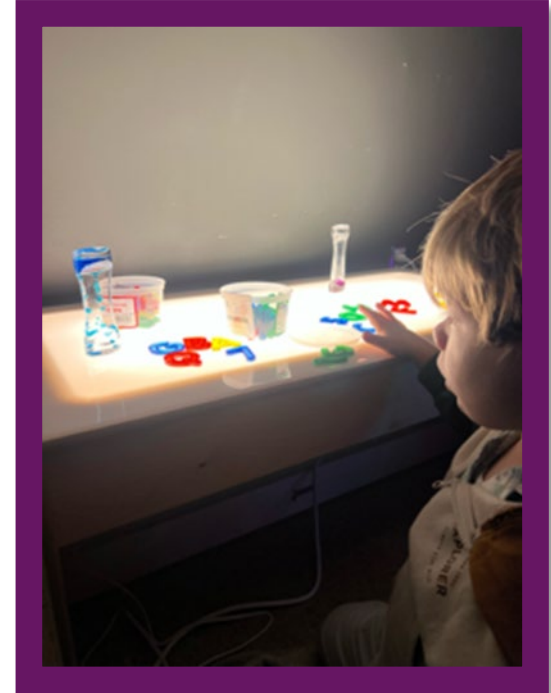
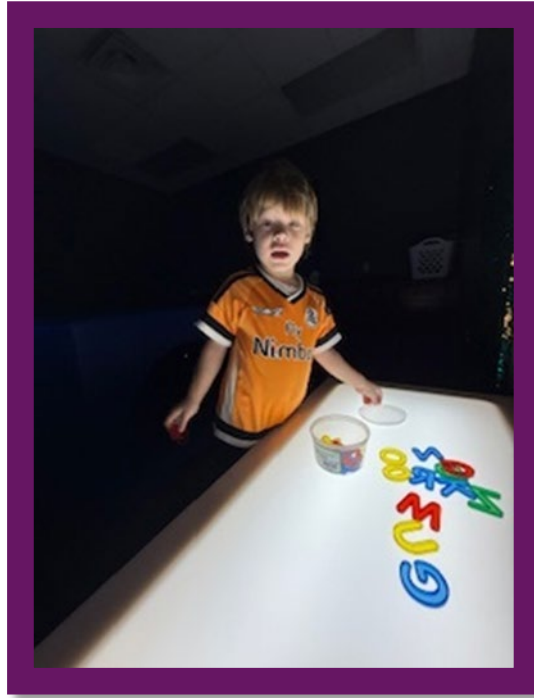
**Addition of:  
Sensory room  
Rainbow room**





# RAINBOW ROOM

---



# SENSORY ROOM

---

# Preschool Budget

<b>Fund Balance June 2023:</b>	<b>-\$1,164,200</b>
<b>2023/24 Deficit:</b>	<b>-\$347,032</b>
<b>Fund Balance June 2024:</b>	<b>-\$1,511,232</b>
<b>Estimated 2024/25 Deficit:</b>	<b>-\$378,801</b>
<b>Recoveries from 2015/16 &amp; 2016/17 Waivers:</b>	<b>\$300,552</b>
<b>Estimated Fund Balance June 2025:</b>	<b>-\$1,589,481</b>
<b>Estimated Future Recoveries:</b>	<b>\$1,558,444</b>
<b>Estimated Unallocated IDEA Funds:</b>	<b>\$310,010</b>
<b>Estimated Adjusted Fund Balance:</b>	<b>\$278,973</b>
<b>2024/25 Budget:</b>	<b>\$5,406,176</b>



WE COLOR

OUR WORLD BRIGHT!



9. Old Business

10. New Business

1. First Read Policy # 2310 – Public Access to Records
2. First read Policy #6459 – Gender Identity

## AD HOC POLICY UPDATE CHART

### *Various Policies*

Italics means added in, strikethrough means to delete. Review means no substantive changes.

<b><i>POLICY NUMBER</i></b>	<b><i>RATIONALE</i></b>
2310 Public Access to Records	Changes made pursuant to recent changes to law.
6459 Gender Identity	New Policy for Board consideration.

**Monroe 2-Orleans BOCES Policy**  
**Series 2000 – Community Relations**  
**Policy #2310 – PUBLIC ACCESS TO RECORDS**

Access to records of the BOCES shall be consistent with the rules and regulations established by the State Committee on Open Government and shall comply with all the requirements of the New York State Public Officers Law Section 84 et seq.

A designated official shall be identified to serve as records access clerk and to coordinate such requests that are in keeping with these provisions. Any individual denied access to eligible records may appeal such denial in writing to the District Superintendent or his/her/their designee in accordance with established procedures and regulations.

A Records Access Officer shall be designated by the District Superintendent or their designee, subject to the approval of the Board at the annual reorganizational meeting, who shall have the duty of coordinating the response to public request for access to records.

Regulations and procedures pertaining to accessing BOCES records shall be as indicated in the BOCES regulations.

If the BOCES has the capability to retrieve electronic records, it must provide such records electronically upon request. The BOCES shall accept requests for records submitted in the form of electronic mail and respond to such requests by electronic mail using the forms supplied by the BOCES. This information shall be posted on the BOCES website, clearly designating the e-mail address for purposes of receiving requests for records via this format.

When the BOCES maintains requested records electronically, the response shall inform the requester that the records are accessible via the internet and in printed form either on paper or other information storage medium.

The BOCES shall respond to a request within five (5) business days of the receipt of a request. Should all or part of the request need to be denied, the BOCES shall respond in the manner set forth by the rules and regulations stipulated by the Committee on Open Government.

*The Assistant Superintendent for Human Resources will notify the BOCES employee via email and/or in person when a request for an employee's disciplinary record has been received.*

Education Law Section 2116  
Public Officers Law Section 84 et seq.

Adopted: 7/13/1999  
Revised: 5/14/2008  
Revised: 9/15/2010  
Reviewed: 8/21/2013  
Reviewed: 9/21/2016  
Revised: 5/10/2017  
Reviewed: 9/18/2019  
Revised: 8/17/2022

*Revised: \_\_\_\_\_ 2024*

**Monroe 2-Orleans BOCES Policy**  
**Series 6000 – Students**  
**Policy #6459 – GENDER IDENTITY**

*BOCES is committed to a learning environment for all students, free from discrimination and/or harassment on the basis of sex, gender, gender identity, and gender expression in accordance with applicable law, regulations, and guidelines. Students will have equal access to all BOCES programs, facilities, opportunities and activities.*

***Names and Pronouns***

*Students have the right to discuss, share and convey their gender identity and expression to whom they so choose and when they so choose. BOCES will engage the student and their parent/legal guardian(s) as appropriate, to create a plan that will accommodate the student's individual needs at school. The plan may include when and how to communicate to BOCES staff, other schools and non-BOCES entities, on the use of the student's preferred name and pronouns. BOCES staff will use the name and pronouns that corresponds to the student's gender identity.*

***Records***

*BOCES will update a current or past student's name and pronouns on documents and/or records issued or maintained by BOCES upon the student's change request to a BOCES mental health provider regardless of whether the student has legally changed their name. BOCES will update the current or past student's gender on any non-legal documents and/or records.*

*When necessary to ensure appropriate and coordinated medical care, however, BOCES will use the student's legal name and gender.*

*Student records containing a student's birth name and sex assigned at birth will be maintained in a separate, confidential file.*

***Restrooms and Locker Rooms***

*A student may use the restroom and locker room that corresponds with the student's gender identity. Transgender and gender expansive students may be provided with a safe and adequate alternative.*

*Any transgender or gender expansive student requesting increased privacy or other accommodation when using bathrooms or locker rooms will be provided with a safe and adequate alternative, but they will not be required to use that alternative.*

***Physical Education***

*Physical education classes are required by the NYSED. Physical education classes will not be separated by gender.*

***Activities***

*In circumstances where students may be gender separated, such as on overnight field trips, students may participate in accordance with their gender identity. Privacy concerns of any transgender or gender expansive student will be addressed individually on a case-by-case basis in accordance with law, regulations, and guidelines.*

**Monroe 2-Orleans BOCES Policy**  
**Series 6000 – Students**  
**Policy #6459 – GENDER IDENTITY**

***Definitions***

*“Sex assigned at birth” means the sex assigned, usually male or female or intersex, at birth.*

*“Intersex” means a student born with a variety of differences in their sex traits and reproductive anatomy.*

*“Sexual orientation” means a person’s sexual identity in relation to the gender(s) to which they are attracted. Sexual orientation and gender identity develop separately.*

*“Gender” means actual or perceived sex and includes a student’s gender identity or expression.*

*“Gender expression” means the external way a person expresses their gender, such as with clothing, hair, mannerisms, activities, and social roles.*

*“Gender perception” means the way others interpret a person’s gender expression.*

*“Misgendering” means using pronouns or form of address that does not correctly reflect a student’s gender identity.*

*“Gender identity” means a person’s deep internal sense of being female, male, a combination of both, somewhere in between, or neither, resulting from a multi-faceted interaction of biological traits, environmental factors, self-understanding, and cultural expectations.*

*“Transition” means the process by which a student socially and/or physically aligns their gender expression more closely to their gender identity than their sex assigned at birth.*

*“Cisgender” means a student whose gender identity corresponds to their sex designation upon birth.*

*“Transgender” means a student whose gender is different than their sex assigned at birth.*

*“Non-binary” means a student who does not identify exclusively as a male or a female. Non-binary people may identify as being both male and female, somewhere in between, or as falling completely outside these categories.*

*“Agender” means a student who does not identify as having a particular gender.*

*“Gender fluid” means a student who does not identify with a single fixed gender or has a fluid, or unfixed, gender identity.*

*“Gender expansive” means a student with a wider, more flexible range of gender identity and/or expression than typically associated with their sex assigned at birth. May also be referred to as gender variant, gender atypical or gender non-conforming.*

*“Gender dysphoria” means a clinical symptom that is characterized by a student’s sense of distress that stems from the incongruence between their gender identity and their sex assigned at birth.*

**Monroe 2-Orleans BOCES Policy**  
**Series 6000 – Students**  
**Policy #6459 – GENDER IDENTITY**

*“Affirmed name” means a name that is validated by the individual, also referred to as a chosen name.*

*“Deadnaming” means the use of the birth name or other former name of a transgender or non-binary person without their consent.*

*Adopted:*



10. New Business

3. Resolution at accept donation of 2007 Toyota Camry  
VIN# JTNBE46K873073731

### GIFTS AND DONATIONS

**Donor Information:**

Company or Individual Name: Garber Automotive Group If Company, Contact Person: Ken Biemiller

Address: 3925 W. Henrietta Rd - Rochester, NY 14623

Phone Number: 585-334-0005 E-Mail: kbiemiller@garberroc.com

Description of item(s) to be donated; if additional space is needed, please add additional page and check here:   
2007 TOYOTA Camry 4DR Sdn VIN# JTNBE46K873013731  
For dismantle training purposes to BOCES

Is Item(s) in Working Condition:  If not, please explain: \_\_\_\_\_

When can BOCES 2 Staff view the item: 10/31/2024

Your signature indicates your offer to donate the above item(s). Only the Board may accept gifts of either money, trusts, or merchandise. Any gifts or grants donated and accepted will be by official action through Board resolution. The Board will not accept gifts that place encumbrances on future boards or result in unreasonable, additional or hidden costs. The Board will not accept a gift which constitutes a conflict of interest and/or gives the appearance of impropriety. All gifts, grants, and/or bequests shall become the sole property of the BOCES. The District Superintendent or designee will acknowledge, in writing, the receipt of the gift or donation on behalf of the Board, but does not assign a value for tax purposes.

Signature of Donor: K.H. RECO Date: 10/31/2024

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

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

Name of staff member to be notified upon Board approval: Jon Koeng / Joe Nowicki

Supervisor name and review: Leslie Tanner / Jon Koeng

Proposed use of donated item:  
Students will use this car for demonstrations and practice. They will dismantle and reassemble as related to course curriculum.

How will the item reduce costs or benefit the program:  
As with any donated item, we can use it continuously to work with/on different parts of a vehicle. It's the real thing vs. a model.

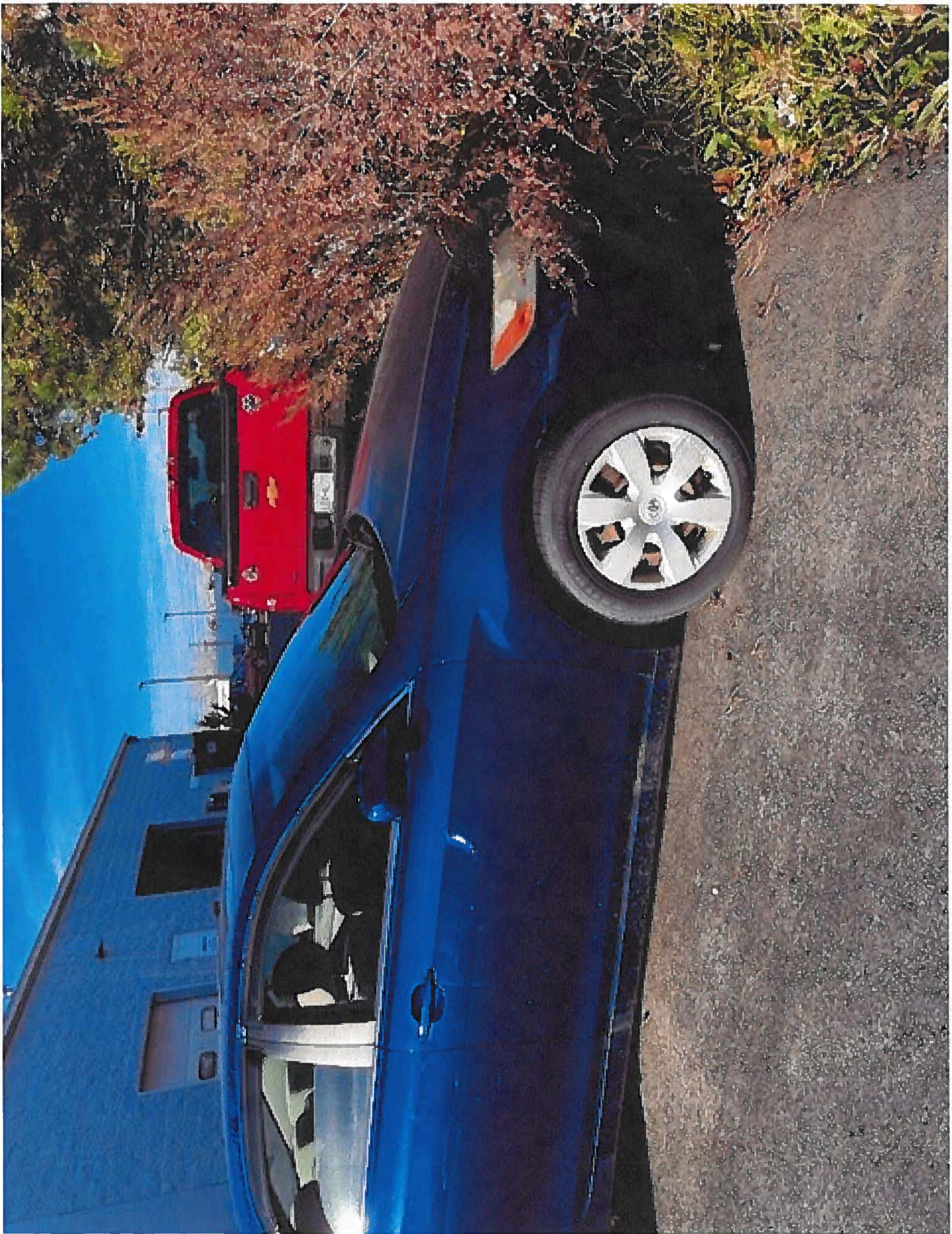
Board Date: \_\_\_\_\_  
Cabinet Administrator Signature: [Signature] Date: 10/31/24

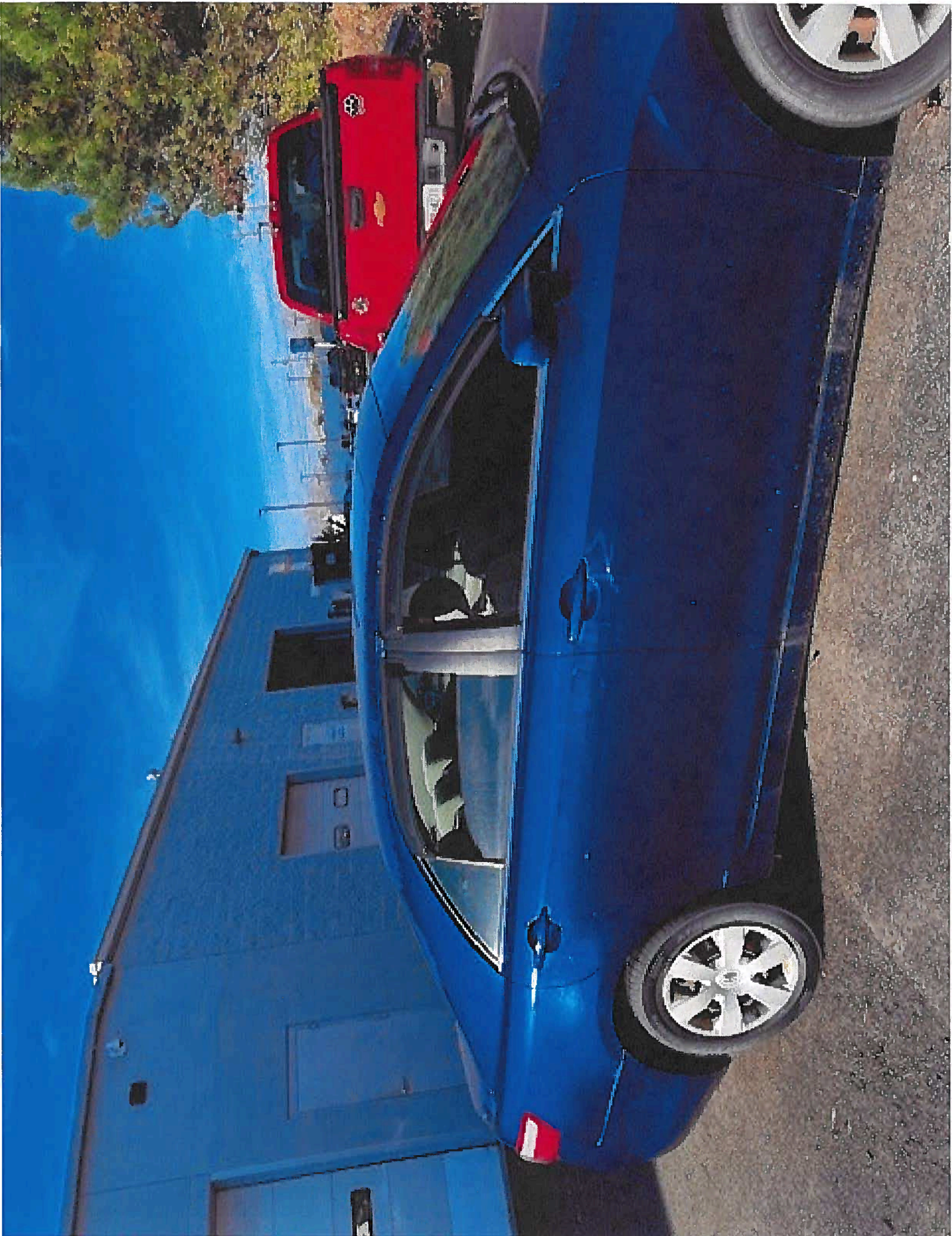
District Superintendent: [Signature] Date: 11/4/24

Board Action: Accept  Board Action: Reject









11. Personnel and Staffing

1. Resolution to Approve Personnel and Staffing Agenda
2. Resolution to Approve Substitute Pay Rates





12. Bids/Lease Purchases

1. Resolution to Accept Cooperative HVAC Repair, Maintenance and Installation Service Bid
2. Resolution to Accept Cooperative Plumbing Repair, Maintenance and Installation Service Bid
3. Resolution to Accept Cooperative Food Service Equipment Repair, Maintenance and Installation Service Bid
4. Resolution to accept Gates Chili CSD lease purchase of Toshiba equipment

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

BID RECOMMENDATION

COOPERATIVE HVAC REPAIR,  
MAINTENANCE AND INSTALLATION SERVICE

Bid #RFB-2117-25 was opened on November 7, 2024, at 2:00 p.m. My recommendation for the award of this contract is as follows:

Monroe Piping & Sheet Metal Llc      \$97,950.00

Bids obtained: 19

Bids received: 4

Bid Analysis

The bid for Cooperative HVAC Repair, Maintenance and Installation Service has been recommended for award to the lowest responsive and responsible bidder that met all required specifications. The bid for Cooperative HVAC Repair, Maintenance and Installation Service will be used for overflow work by the Operation and Maintenance Department.

Funds to be provided from the 2024-2025 & 2025-2026 O & M budget

November 8, 2024

Date

*Wendy Vergamini*

\_\_\_\_\_  
Director of Procurement

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

BID RECOMMENDATION

COOPERATIVE PLUMBING REPAIR,  
MAINTENANCE AND INSTALLATION SERVICE

Bid #RFB-2118-25 was opened on November 7, 2024, at 2:00 p.m. My recommendation for the award of this contract is as follows:

Monroe Piping & Sheet Metal, LLC      \$10,506.00

Bids obtained: 14      Bids received: 3

Bid Analysis

The bid for Cooperative Plumbing Repair, Maintenance and Installation Service has been recommended for award to the lowest responsive and responsible bidder that met all required specifications. The bid for Cooperative Plumbing Repair, Maintenance and Installation Service will be used for overflow work by the Operation and Maintenance Department.

Funds to be provided from the 2024-2025 & 2025-2026 O & M budget.

November 8, 2024

Date



\_\_\_\_\_  
Director of Procurement

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

BID RECOMMENDATION

COOPERATIVE FOOD SERVICE EQUIPMENT REPAIR,  
MAINTENANCE AND INSTALLATION SERVICE

Bid #RFB-2119-25 was opened on November 7, 2024, at 2:00 p.m. My recommendation for the award of this contract is as follows:

Monroe Piping and Sheet Metal, LLC      \$12,580.00  
(refrigerated)

Monroe Piping and Sheet Metal, LLC      \$13,690.00  
(non-refrigerated)

Bids obtained: 11

Bids received: 3

Bid Analysis

The bid for Cooperative Food Service Equipment Repair, Maintenance and Installation Service has been recommended for award to the lowest responsive and responsible bidders that met all required specifications. The bid for Cooperative Food Service Equipment Repair, Maintenance and Installation Service will be used for repair, maintenance and installation of the CTE food service equipment.

Funds to be provided from the 2024-2025 & 2025-2026 CTE Budget.

November 8, 2024

Date

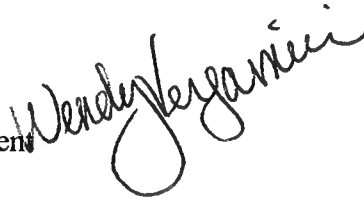


\_\_\_\_\_  
Director of Procurement

November 15, 2024

To: Dennis Laba  
Board President

From: Wendy Vergamini  
Director of Procurement

A handwritten signature in black ink that reads "Wendy Vergamini". The signature is written in a cursive style and is positioned to the right of the "From:" field, overlapping the text "Director of Procurement".

Subject: Board Resolution

I am requesting Board action on a resolution to purchase copier equipment for Gates- Chili Central School District. The total installment purchase cost will be \$15,219.60 with 60 monthly payments. The anticipated approval by the Gates-Chili Central School District CSD Board will be held at a meeting on December 3, 2024. The details of the proposed purchase have been provided with this letter.

Thank you.

**SCHEDULE B**

**GATES CHILI CENTRAL SCHOOL DISTRICT**

**BOARD RESOLUTION**

Date:

**WHEREAS**, the Gates Chili Central School District (the "District") desires to secure for its use the equipment listed below (the "Equipment") through a Monroe 2-Orleans BOCES (the "BOCES 2" cooperative service; and

**WHEREAS**, BOCES 2 is willing to arrange for the installment purchase of the Equipment and to provide the Equipment to the District as part of a BOCES 2 cooperative service.

**NOW, THEREFORE**, be it resolved as follows:

1. The District is authorized to enter into an agreement with BOCES 2 (the "Installment Purchase Agreement") under the terms of which: BOCES 2 will purchase the Equipment; the District will be entitled to use the Equipment; and the District will be obligated to pay BOCES 2 for the use of the Equipment.

2. The District's superintendent is hereby authorized to approve the final form and terms of the Installment Purchase Agreement and to execute and deliver to BOCES 2, on behalf of the District, the Installment Purchase Agreement and such other agreements, documents, certificates and instruments as the superintendent determines are necessary to secure the use of the Equipment, to fulfill the District's obligations under the terms of the Installment Purchase Agreement, and to address the terms and intent of this resolution.

3. This resolution shall take effect when adopted.

Description of Equipment to be purchased:

<b>Toshiba Model</b>	<b>Building</b>	<b>Location</b>
e-Studio 3525AC	Gates Chili HS	District Office
e-Studio 3525AC	Gates Chili MS	District Office

**CERTIFICATION OF DISTRICT CLERK**

I, \_\_\_\_\_, District Clerk of the aforementioned School District, hereby certify that the above resolution was adopted by the required majority vote of the Board of Education at its meeting held on \_\_\_\_\_, 2024, and have attached a copy of such resolution.

\_\_\_\_\_  
District Clerk

\_\_\_\_\_  
Date

**SCHEDULE D**  
**AUTHORIZING RESOLUTION**  
**Equipment Lease-Purchase**  
**For the benefit of Gates-Chili CSD District**

**Board of Cooperative Educational Services**  
**Second Supervisory District of Monroe County**

Whereas, Board of Cooperative Educational Services, Second Supervisory District of Monroe County (“BOCES 2”), a body politic and corporate duly organized and existing as a political subdivision, municipal corporation or similar public entity of the State of New York, is authorized by the laws of the State of New York to purchase, acquire and lease personal property and to enter into contracts with respect thereto; and

Whereas, pursuant to New York State Education Regulations contained at 8 NYCRR Part 170.3(f), and in furtherance of BOCES 2’s mission and essential functions, BOCES 2 desires to purchase, acquire and lease certain equipment constituting personal property in connection BOCES’s ongoing service programs; to wit, the Lessor anticipates entering into a contract with Gates-Chili Central School District (the “District”) relating to same; and

Whereas, in order to acquire such equipment, the BOCES 2 proposes to enter into with Toshiba (the “Lessor”), the form of which has been presented to the governing body of the BOCES 2 at this meeting; and

Whereas, the governing body of the BOCES 2 deems it for the benefit of the BOCES 2 and for the efficient and effective administration thereof to enter into the Agreement for the purchase, acquisition and leasing of the equipment therein described on the terms and conditions therein provided;

**Now, Therefore, Be It And It Is Hereby Resolved;**

*Section 1. Approval of Documents.* The form, terms and provisions of the Agreement and cross-contracts with the District (collectively, the “Agreements”) are hereby approved in substantially the form presented at this meeting, with such insertions, omissions and changes as shall be approved by counsel to BOCES 2 or other authorized representatives of BOCES 2 executing the same, the execution of such documents being conclusive evidence of such approval; and the BOCES 2 Board President is hereby authorized and directed to execute, and the BOCES 2 District Superintendent is hereby authorized and directed to attest and countersign the Agreements and any related exhibits attached thereto, and the BOCES 2 District Clerk is hereby authorized to affix the seal of BOCES 2 to such documents.

*Section 2. Findings - Financial.* The BOCES 2 Board finds and determines that it is in BOCES 2’s best financial interest to acquire the Equipment for the benefit of the District because:

- (i) it provides an opportunity to use the equipment without committing to the full costs of purchase; and
- (ii) after seeking competitive quotes, Lessor provides the most financially advantageous lease terms; and

*Section 3. Findings - Ordinary Contingent Expense.* The BOCES 2 Board finds and determines that the Equipment is necessary to maintain BOCES 2’s educational program, preserve property or assure the health and safety of students and staff and thus payments under the Agreements constitute ordinary contingent expenses.

*Section 4. Other Actions Authorized.* The officers and employees of BOCES 2 shall take all action necessary or reasonably required by the parties to the Agreements to carry out, give effect to and consummate the transactions contemplated thereby and to take all action necessary in conformity therewith, including, without limitation, the execution and delivery of any closing and other documents required to be delivered in connection with the Agreements.

*Section 5. No General Liability.* Nothing contained in this Resolution, the Agreements nor any other instrument shall be construed with respect to BOCES 2 as incurring a pecuniary liability or charge upon the general credit of BOCES 2 or against its taxing power, nor shall the breach of any agreement contained in this Resolution, the Agreements or any other instrument or document executed in connection therewith impose any pecuniary liability upon BOCES 2 or any charge upon its general credit or against its taxing power, except to the extent that the Rental Payments payable under the Agreements are special limited obligations of BOCES 2 as provided in the Agreements.

*Section 6. Section 265(b)(3) Designation.* BOCES 2 hereby designates the Agreements as a “qualified tax-exempt obligation” for the purposes and within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended. BOCES 2 further represents that BOCES 2 reasonably anticipates that BOCES 2 and other entities that BOCES 2 controls will not issue tax-exempt obligations (including the Agreement) that exceed the aggregate principal amount of \$10,000,000 during the calendar year in which the Agreement is executed and delivered.

*Section 7. Severability.* If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

*Section 8. Effective Date.* This Resolution shall be effective immediately upon its approval and adoption.

**Adopted and Approved by the governing body of BOCES 2 this 20th day of November 2024.**

**The undersigned further certifies that the above resolution has not been repealed or amended.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
District Clerk

**DESCRIPTION AND LOCATION OF EQUIPMENT:**

<b>Toshiba Model</b>	<b>Building</b>	<b>Location</b>
e-Studio 3525AC	Gates Chili HS	District Office
e-Studio 3525AC	Gates Chili MS	District Office

**Price and Payment Terms**

Cost of the Equipment:	\$ 15,219.60
Finance Cost:	\$ .00
Annual Cost	\$ 3,043.92

**Estimated Payment Schedule\***

<u>Payment</u>	<u>Amount</u>	<u>Due Date</u>
FY 24/25	\$ 1,521.96 (billed annually) (Pro-rated)	



FY 25/26	\$ 3,043.92 (billed annually)
FY 26/27	\$ 3,043.92 (billed annually)
FY 27/28	\$ 3,043.92 (billed annually)
FY 28/29	\$ 3,043.92 (billed annually)
FY 29/30	\$ 1,521.96 (billed annually) (Pro-rated)

13. Executive Officer's Reports

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

14. Committee Reports

1. District Operations Committee
2. Legislative Committee
3. Information Exchange

**15. Upcoming Meetings/Calendar Events**

Nov. 20	Noon 6:00 pm	MCSBA District Operations Committee Board Meeting;	Strathallan ESC, Board Room
Nov. 27-29		Thanksgiving Recess – BOCES Closed	
Dec. 3	6:30 pm	Greece BOE Meeting	1790 Latta Rd
Dec. 4	Noon 3:30-5:00	MCSBA Legislative Committee Meeting Employee Recognition Event	Zoom ESC, PDC
Dec. 9	2 Sessions	MCSBA Legislative Advocacy	Zoom
Dec. 23-Jan 3		Winter Recess, No School for Students	
Dec. 25	Holiday	BOCES Closed	
Jan. 1	Holiday	BOCES Closed	
Jan. 8	Noon	MCSBA Legislative Committee	Strathallan
Jan. 13	6:30	Gates Chili BOE Meeting	1 Spartan Way
Jan. 15	Noon 6:00 pm	MCSBA Information Exchange Board Meeting	Strathallan ESC, Board Room

**16. Other Items**

**17. Adjournment**