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

MINUTES

of the Regular Meeting held on Wednesday, April 23, 2025, 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
R. Charles Phillips, Vice-President
John Abbott
Christa Bowling
Trina Lorentz
Gerald Maar
Michael May
James Musshafen

Absent: Kathleen Dillon

Staff Present

Thomas K. Putnam
Karen Brown
Ian Hildreth
Kelly Mutschler
Marijo Pearson
Steve Roland
Thomas Schulte
Jill Slavny
Lynda VanCoske

Guests: Krystal Eichas, Toni Gagnier, Laura McNally, Amy Piatek, Francesca Surace, Paul Yockel

1. The meeting was called to order by President Laba at 6:00 pm.

2. Pledge of Allegiance

3. Agenda Modification - there were no agenda modifications

4. Public Hearing: Code of Conduct – there were no public comments

5. Approval of Minutes
   Resolved: To Approve the Minutes of the March 19, 2025, Regular Meeting
   Moved by G. Maar, seconded by J. Musshafen; passed unanimously

6. Financial Reports
   1. Resolved: To Accept the Treasurer's Report as presented
      Moved by J. Abbott, seconded by T. Lorentz; passed unanimously
   2. Resolved: To Accept the Win Cap Reports as presented
      Moved by G. Maar, seconded by M. May; passed unanimously

7. Board Presentation – Assistant Superintendent Jill Slavny introduced Supervising Manager Raymond Miller, Distance Learning Specialist Donna Farren, and Instructional Technology Specialist Sara Davis, who provided the board with an overview of Instructional Technology and Distance Learning at BOCES 2. Mr. Miller provided a cyber security update to complete the presentation. The board asked questions and thanked Mr. Miller, Ms. Farren and Ms. Davis who left the meeting at 6:21 pm

8. <u>Old Business</u> – President Laba shared that the Gates Chili BOE was pleased with the event. The rest of the board said that they enjoyed the event and engaging with our students. Dr. Putnam expressed his appreciation for the CTE staff and students contributing to the meeting. He was proud of the students' skills, diligence and friendly interactions with the board members and component administrators.

9. <u>New Business</u>
   1. Resolved: To Approve the Monroe 2-Orleans BOCES 2025-26 Code of Conduct
      Moved by J. Abbott, seconded by G. Maar; passed unanimously

   2. Resolved: To Waive the Second Reading and Approve Policy 6320 – Student Records, Access and Challenge, and Policy 5420 – Accident/First Aid Treatment
      Moved by M. May, seconded by J. Abbott; passed unanimously; Lynda VanCoske left the meeting at 6:32 pm

   3. Resolved: To Affirm CWD Programs as presented
      Moved by M. May, seconded by J. Abbott; passed unanimously

   4. Resolved to Approve 2025 Least Template for Summer Programs
      Moved by M. May, seconded by G. Maar; passed unanimously

   5. Resolved: To Accept Donation of One 18" Scroll Saw with Stand and Mobile Base by Patricia Lawrence
      Moved by M. May, seconded by T. Lorentz; passed unanimously

   6. Assistant Superintendent for Instructional Programs reviewed the Monroe 2-Orleans BOCES 2023-24 Report Card. The Board asked questions and thanked Mr. Schulte for the information.

10. <u>Personnel and Staffing</u>
   1. Resolved: To Approve the Personnel and Staffing Agenda as presented
      Moved by J. Abbott, seconded by G. Maar; passed unanimously

   2. Be it so hereby resolved that the following positions be created:
      - 1.0 FTE Elementary School Principal – Special Education Programs, 12 months/year
      - 1.0 FTE Secondary School Principal – Special Education Programs, 12 months/year
      - 1.0 FTE Assistant Principal – Special Education Programs, 12 months/year

      Moved by J. Musshafen, seconded by C. Bowling; passed unanimously

11. <u>Bids/Lease Purchases</u>
   Items 11.1-11.5were moved at once by J. Abbott, seconded by M. May; passed unanimously

   1. <u>Cooperative Natural Gas</u>
      Bid #RFB-2127-25

Sprague Operating Resources	SC-5 Accounts
100 Elwood Davis Road	<u>Basis/DT</u>
Syracuse, NY 13212	$0.3100

2. <u>Cooperative Fine Paper</u>
Bid# RFB-2108-25

W.B. Mason	$959,228.54
Lindenmeyer-Munroe	$328,085.64
Imperial Bag Paper\Economy Paper Co.	$258,236.58
Veritiv Operating Co.	$42,366.00
Staples/Quill	$9,004.08
Agni Enterprise	$5,906.77
Check-O Matic, Inc.	$5,852.50

3. <u>Cooperative Office and Classroom Supplies</u>
Bid # RFB-2109-25

W.B. Mason	$3,393.62
Staples/Quill	$1,774.03
Cascade School Supplies	$1,153.34
National Art & School Supplies	$1,124.04
Pyramid School Products	$891.42
School Specialty Inc.	$427.61

4. <u>Cooperative Calculators</u>
Bid RFB #2110-25

EAI Education:	$140, 895.70

5. WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for the 2024 – 2025 fiscal year, for Aha Moments, Inc., Brisk Labs Corp., CEED, Inc. dba pi-top, CentralReach, LLC, Classwork.com dba Work On Learning, Inc., Digital Respons-ability, Koalluh, Inc. dba LitLab.ai, Learn By Doing Inc., Learning Innovation Catalyst Inc. (LINC), Magic School, Inc., Noiz Ivy, Inc. dba OYOclass.com, Nona Ullman, EdTechLiveLLC, dba LessonLoop, Platform Athletics, LLC, PowerSchool Holdings, LLC dba PowerSchool Group, LLC, ReThink Autism, Inc., Securly Inc., Springbay Studio Ltd., Think Group Holdings, Inc. dba Frenalytics, TinkRworks, Inc., YouScience, LLC and,

WHEREAS, The Monroe 2-Orleans BOCES is desirous of participating with other BOCES Districts in New York State in joint agreements for the software/learning packages and licensing mentioned above as authorized by General Municipal Law, Section 119-0, and,

BE IT RESOLVED, That the Monroe 2 – Orleans BOCES Board authorizes Erie 1 BOCES to represent it in all matters leading up to and entering into a contract for the purchase of and licensing of the above-mentioned software/learning packages, and record training sessions in Zoom and post those recorded sessions to the consortium, and,

BE IT FURTHER RESOLVED, That the Monroe 2 – Orleans Board agrees to assume its equitable share of the costs associated with Erie 1 BOCES negotiating the Agreements, and,

BE IT FURTHER RESOLVED, That the Monroe 2 – Orleans Board agrees
(1) to abide by majority decisions of the participating BOCES on quality standards;

(2) Erie 1 BOCES will negotiate contracts according to the majority recommendations; (3) that after contract agreement, it will conduct all purchasing arrangements directly with the vendor.

12. Executive Officer's Report

1. **Albany DS Report**

   Regionalization Update

   - All 9 components have submitted the Needs Assessment surveys
   - Waiting for data to be reviewed and returned for the next steps

2. **Local Updates**

   - Superintendents Conference Day - March 28, 2025
   - CTE Scholarship Interviews – March 31, 2025. Christa Bowling was the BOCES board member on this committee
   - Education Foundation – Make All the Difference Selection Committee meets May 1, 2025
   - Holley BOE Meetingz, April 21, 2025
   - Regional ACT Work Ready Communities Educator Summit April 42, 2025 Approximately 125 attendees
   - Annual Meeting – Hilton CSD was the board attendance winner with their full board attending! More than 90 guests attended
   - Space Update
     - LaBella will be hosting user group meetings with stakeholders from a variety of programs
     - Focus group meeting will take place on May 6 & 7
     - Insight from these meetings will inform planning process
     - We are still working to secure a meeting with the owners of RTP to finalize our plans with the space

13. Committee Reports

1. District Operations Committee – John Abbott, Kathleen Dillon

   Topic – Campus Construction Presented, Impacts of tariffs on bidding

2. Legislative Committee – Kathleen Dillon, Dennis Laba

   Topic – Advocacy discussion

3. Information Exchange Committee – Jim Musshafen, Trina Lorentz

   Topic – Bond and Associates presented on the Student Representative to the school boards

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

15. Other Items – Mike May spoke about the NSBA Conference April 4-6 which he attended along with Dennis Laba. He shared that it was a much smaller conference than in past years. Both enjoyed guest Speaker Melissa Stockwell

16. At 6:54 pm, J. Abbott made a motion to adjourn the meeting to executive session to discuss the employment history of a particular person; seconded by M. May passed unanimously

Respectfully Submitted

Kelly Mutschler

Kelly Mutschler
Clerk of the Board

Members Present

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

Others present:

At 7:13 pm, a motion was made by M. May, seconded by G. Maar to come out of Executive Session; passed unanimously.

17. Adjournment
At 7:15 pm, a motion was made by J. Abbott, to adjourn the meeting, seconded by G. Maar, passed unanimously.

Respectfully submitted,

Thomas K. Putnam

Thomas K. Putnam, Ed.D., Clerk Pro Tem