

***APPROVED MINUTES***  
***Genesee-Livingston-Steuben-Wyoming BOCES***

***June 15, 2022***

**Call to Order**

The regular meeting of the Genesee Valley BOCES was called to order on June 15, 2022, at 5:00 p.m. by Board President Norb Fuest, in Conference Room E, at 80 Munson Street, LeRoy, New York.

**Roll Call**

**MEMBERS PRESENT:**

Matthew Crane	Ernest Haywood
David DeLaVergne	Edward Levinstein
Edward Engel	Roger Kostecky
Norbert Fuest	J. David Woodruff

**MEMBERS EXCUSED:**

Christy Crandall-Bean  
Robert DeBruycker  
William Kane

**OTHERS PRESENT:**

District Superintendent Kevin MacDonald, Deputy Superintendent Julie Donlon, Chief Financial Officer Daniel Groth, Director of Programs Jon Sanfratello and Board Clerk Jennifer Lewis.

**Pledge of Allegiance**

**Mr. Fuest** led the Pledge of Allegiance.

**Agenda Adopted**

**Moved** by Mr. Woodruff, seconded by Mr. Engel, that the agenda be adopted with one addition to VI. Report of the District Superintendent – B. Items For Action.

Yes: 8                      No: 0

**Carried Unanimously.**

**Executive Session**

**Moved** by Mr. Levinstein, seconded by Mr. Kostecky, to enter into Executive Session at 5:05 p.m. to discuss the employment history of particular individuals.

Yes: 8                      No: 0

**Carried Unanimously.**

**Return to Public Session**

**Moved** by Mr. Engel, seconded by Mr. Woodruff, to return to public session at 5:25 p.m.

Yes: 8                      No: 0

**Carried Unanimously.**

***APPROVED MINUTES***  
***Genesee-Livingston-Steuben-Wyoming BOCES***

***June 15, 2022***

**Minutes of Previous Meeting  
Approved**

**Moved** by Mr. Kostecky, seconded by Mr. Levinstein, to approve the minutes of the May 18, 2022 Regular Board Meeting.

Yes: 8                      No: 0

**Carried Unanimously.**

**Treasurer's Report, Central  
Treasurers' Report and Budget  
Amendments Received**

**Moved** by Mr. Woodruff, seconded by Mr. Levinstein, to receive the Treasurer's and Central Treasurers' Reports for the month ending April 30, 2022 and Budget Amendments for the period of May 1-31, 2022.

Yes: 8                      No: 0

**Carried Unanimously.**

**Treasurers' Reports and Budget Amendments as received are listed on Schedule V. of the agenda and placed in the supplemental file.**

**District Superintendent's Report**

Mr. MacDonald shared the following information with the Board:

- The Livingston County Sheriff's Department has proposed the possibility of having a gun safe in the Main Office of the May Center to be prepared in case of an emergency. After discussion it was agreed that we needed more guidance on the plan and BOCES liability.
- Keshequa CSD has selected their new Superintendent and are finalizing the contract.
- We have started moves on our Dansville CSD campus.
- The NY Virtual program will not be continued in 2022-23 due to low enrollment.

**Moved** by Mr. DeLaVergne, seconded by Mr. Woodruff, to approve the following Action Item, as recommended by the District Superintendent:

**Approval of Resolution**

**Approved** the resolution concerning employee ID # 07941.

Yes: 8                      No: 0

**Carried Unanimously.** One (1) Action Item as recommended by the District Superintendent.

**Administrative Reports**

The reports of the Deputy Superintendent, Chief Financial Officer and the Director of Programs were reviewed. After brief comments regarding their reports, each administrator present answered questions asked by the Board members.

## ***APPROVED MINUTES***

### ***Genesee-Livingston-Steuben-Wyoming BOCES***

***June 15, 2022***

#### **Audit Committee Update**

Dan Groth updated the Board on the recent Audit Committee meeting. Kevin has submitted his response letter to the Comptroller's Audit and Dan is working on the Corrective Action Plan. The Genesee Valley BOCES Purchasing Policy will be updated to reflect these items and submitted to the Board for approval in the fall. The committee reviewed the Adult Education Fund Balance Deficit and the Fund Balance Projection. Committee members were pleased with the progress made and thanked Leslie for her work cleaning up these accounts.

#### **Board Forum**

Board Member Activity:

##### **Dave DeLaVergne**

- Attended the Audit Committee meeting.
- Attended the Batavia and Mt. Morris Academy graduations.
- Attended the Batavia and Mt. Morris CTE graduations.

##### **Ed Engel**

- Attended the Audit Committee meeting.
- Attended the Batavia and Mt. Morris CTE graduations.
- Attended the Batavia Academy graduation.
- Sent a card to Olie Olson on behalf of the Board thanking him for all that he has done for BOCES and wishing him a happy retirement.

##### **Norb Fuest**

- Attended the Audit Committee meeting.
- Attended the Batavia and Mt. Morris CTE graduations.
- Attended the Batavia and Mt. Morris Academy graduations.
- Attended the GVSBA workshop with David Little.
- Attended the LPN graduation.
- Visited the Mt. Morris Building Trades house site.
- Attended the car show in Mt. Morris.
- Participated in the GVSBA New Board Member training.

##### **Ernie Haywood**

- Attended the GVSBA workshop with David Little.
- Visited the Mt. Morris Building Trades house site.
- Attended the Batavia Academy graduation.

##### **Roger Kostecky**

- Attended the Audit Committee meeting.
- Attended the P-Tech Academy Stepping Up ceremony.
- Participated in the Upstate Institute for School Boards workshop.
- Attended the GVSBA workshop with David Little.

**APPROVED MINUTES**  
**Genesee-Livingston-Steuben-Wyoming BOCES**

**June 15, 2022**

- Visited the Mt. Morris Building Trades house site.
- Attended the LPN graduation.
- Attended the Batavia and Mt. Morris CTE graduations.

**Ed Levinstein**

- Attended the P-Tech Academy Stepping Up ceremony.
- Announced that he is the new Dean of Distributive Learning effective August 1<sup>st</sup>.

**Dave Woodruff**

- Attended the GVSBA workshop with David Little.

**Moved** by Mr. Woodruff, seconded by Mr. Kostecky, to approve the following one (1) Program and Instruction item as recommended by the District Superintendent:

**Textbook Purchase Approved**

**Approved** the purchase of the following textbooks as recommended by the District Superintendent:

1. CTE - Cosmetology: Milady Standard Cosmetology Student Hardcover – 1<sup>st</sup> edition, by Jason Backe, Carolos Cintron, C. Jeanine Fulton, published by Cengage Learning.
2. CTE - Esthetics: Milady Standard Makeup Student Textbook – 1<sup>st</sup> edition, by D’Allaird, published by Cengage Learning.
3. CTE - Barbering: Milady Standard Barbering Student Workbook – 6<sup>th</sup> edition, by Maura Scali-Sheahan, Leslie Roste, Linnea Linguet, published by Cengage Learning.
4. CTE - Esthetics: Milady Esthetics Student Textbook – 1<sup>st</sup> edition, by Linda Amato, Helen Bickmore, Jeanna Doyle, Mary Nielsen published by Cengage Learning.
5. CTE – Diesel Mechanics: NCSF Fund Auto Tech 2E 1 Year – High School Curriculum Tier 1 published by Jones and Bartlett Publishers.

Yes: 8

No: 0

**Carried Unanimously.** One (1) Program and Instruction Item.

**Moved** by Mr. Levinstein, seconded by Mr. Crane, to approve the following four (4) Personnel Items, as recommended by the District Superintendent:

**Creation of Position Approved**

**Approved** the following resolution:

**WHEREAS**, it is the statutory authority of the Board to create and abolish positions, and

**WHEREAS**, the Board has determined that certain positions shall be created,

**APPROVED MINUTES**

**Genesee-Livingston-Steuben-Wyoming BOCES**

**June 15, 2022**

**THEREFORE BE IT RESOLVED**, that the following positions be created and added to the table of organization:

**CLASSIFIED:**

1. CS, Human Resources Coordinator, 1.0 FTE, 12 months, effective 6/15/22
2. CS, Public Information Specialist, 1.0 FTE, 12 months, effective 6/15/22
3. CS, Nurse Practitioner, 1.0 FTE, 10 months, effective 6/15/22

**Instructional & Support  
Personnel Schedules Approved**

**Approved** the following personnel schedules:  
Schedule I.P.

- 1 - Resignations
- 2 - Retirements
- 3 - Probationary Appointments
- 4A - Temporary Appointments: Substitutes
- 4B - Temporary Appointments: Above Contract
- 4C - Temporary Appointments: Other
- 4E - Temporary Appointments: Adult Ed. Certified
- 7 - Leaves of Absence
- 8 - Change in Status
- 10 - Part-Time Employees Not Reappointed
- 14 - Reappointment of Part-Time Employees
- 15A - Regional Summer School Appointments
- 16 - Volunteers/Student Teaching

Schedule S.P.

- 1 - Resignations
- 3 - Provisional Appointments
- 8A - Temporary Appointments: Substitutes
- 8B - Temporary Appointments: Other
- 9A - Full-Time Non-Competitive Appointments
- 10 - Leaves of Absence
- 11 - Change of Status
- 13 - Part-Time Employees Not Reappointed
- 14 - Reappointment of Part-Time/Temporary Employees
- 15A - Regional Summer School Appointments

**Personnel Schedules as approved are listed on Schedule X.B. of the agenda and placed in the supplemental file.**

**Per Diem Revised Rates Approved** **Approved** the revised Per Diem rates for 2022-2023

**Per Diem rates as approved are listed on Schedule X.C. of the agenda and placed in the supplemental file.**

**APPROVED MINUTES**  
**Genesee-Livingston-Steuben-Wyoming BOCES**

**June 15, 2022**

**Informational Items - Tenure** The Board reviewed Tenure Information (1) for subsequent action at the July 13, 2022 Board Meeting.

Yes: 8 No: 0

**Carried Unanimously.** Four (4) Personnel Items.

**Moved** by Mr. Levinstein, seconded by Mr. DeLaVergne, to approve the following two (2) Business and Finance Items, as recommended by the District Superintendent:

**Contracts & Agreements**  
**Approved & Grants Accepted** **Approved** contracts and agreements as recommended by the District Superintendent, authorizing the District Clerk to sign on behalf of the Board, and to accept grants.

**Contracts and agreements as approved and grants as accepted are listed on Schedule XI.A. of the agenda and placed in the supplemental file.**

**Cooperative Bids Received: Bread** **Accepted** the lowest responsible cooperative bid received, meeting specifications, from Midstate Bakery Distributors, Inc. in the amount of \$217,439.87 for bread.

**Cooperative Bids Received: Copy & Printer Paper Summer Bid** **Accepted** the lowest responsible cooperative bid received, meeting specifications, from Economy Products & Solutions in the amount of \$441,429.97 for copy and printer paper.

**Cooperative Bids Received: Fuel** **Accepted** the lowest responsible cooperative bid received, meeting specifications, from NoCo Energy Corp. in the amount of \$23,300.25 for fuel.

**Cooperative Bids Received: Grocery** **Accepted** the lowest responsible cooperative bid received, meeting specifications for grocery items from the following:

Wright Beverages	\$ 35,463.70
Latina Blvd. Foods	\$ 2,577,210.41
Total	\$ 2,612,674.11

**Cooperative Bids Received: Grocery Diversions** **Accepted** the lowest responsible cooperative bid received, meeting specifications, from Latina Blvd. Foods in the amount of \$675,127.62 for grocery diversions.

**Cooperative Bids Received: Ice Cream** **Accepted** the lowest responsible cooperative bid received, meeting specifications, from Hershey's Ice Cream in the amount of \$160,825.37 for ice cream.

**Cooperative Bids Received: Milk** **Accepted** the lowest responsible cooperative bid received, meeting specifications, from Upstate Niagara Cooperative, Inc. in the amount of \$1,104,505.09 for milk.

***APPROVED MINUTES***  
***Genesee-Livingston-Steuben-Wyoming BOCES***

***June 15, 2022***

**Cooperative Bid awards as approved are on Schedule XI.B. of the agenda and is on file in the Business office.**

Yes: 8

No: 0

**Carried Unanimously.** Two (2) Business and Finance Items.

**Adjournment**

**Moved** by Mr. Engel, seconded by Mr. Woodruff, to adjourn the meeting at 6:20 p.m.

Yes: 8

No: 0

**Carried Unanimously.**

Respectfully Submitted,

Jennifer Lewis, Board Clerk