

APPROVED MINUTES
Genesee-Livingston-Steuben-Wyoming BOCES

September 20, 2023

Call to Order

The regular meeting of the Genesee Valley BOCES was called to order on September 20, 2023, at 5:00 p.m. by Board President Norb Fuest, in Conference Room A, at 80 Munson Street, LeRoy, New York.

Roll Call

MEMBERS PRESENT:

Christy Crandall-Bean	Edward Levinstein
Matthew Crane	Roger Kostecky
Robert DeBruycker (via Zoom)	Michael Riner
Norbert Fuest	J. David Woodruff
Ernest Haywood	
William Kane	

MEMBERS EXCUSED:

Paul Webster

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. Levinstein, seconded by Mrs. Crandall-Bean, that the agenda be adopted with no changes.

Yes: 9

No: 0

Carried Unanimously.

Program Report: Julie Donlon-Yates, Deputy Superintendent

Dr. Donlon reviewed her past positions within the BOCES over the past 17+ years. Julie believe that building relationships with staff is very important and helps boost morale. She is very proud of the TIG program which continues to grow and the HR services being offered to the districts.

Julie continues to look at ways to grow both personally and professionally. She also works with the districts to find ways to expand our programs to meet their needs.

The Board thanked Julie for her report and her work at Genesee Valley BOCES.

Executive Session

Moved by Mr. Woodruff, seconded by Mr. Riner, to enter into Executive Session at 5:10 p.m. to discuss the employment history of particular individuals.

APPROVED MINUTES
Genesee-Livingston-Steuben-Wyoming BOCES

September 20, 2023

Yes: 9

No: 0

Carried Unanimously.

Return to Public Session

Moved by Mr. Haywood, seconded by Mr. Kane, to return to public session at 5:30 p.m.

Yes: 9

No: 0

Carried Unanimously.

**Minutes of Previous Meeting
Approved**

Moved by Mr. Kane, seconded by Mr. Kostecky, to approve the minutes of the August 16, 2023 Regular Board Meeting.

Yes: 9

No: 0

Carried Unanimously.

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

Moved by Mr. Woodruff, seconded by Mrs. Crandall-Bean, to receive the Treasurer's and Central Treasurers' Reports for the month ending July 1-31, 2023 and Budget Amendments for the period of June 1-30, 2023.

Yes: 9

No: 0

Carried Unanimously.

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

District Superintendent's Report

Mr. MacDonald shared the following information with the Board:

- Reminder that GLOW With Your Hands is on Tuesday, September 26th at the Genesee County Fairgrounds. He encouraged anyone that could attend to do so as it is a great event.
- We had a great Opening Day. He has gotten great feedback regarding the presenter.
- Dansville CSD interviewed their two finalists this week and should be making an announcement soon.
- Wayne-Finger Lakes BOCES has selected their next DS and Kevin should be finishing up his interim work by mid-October.
- Continue to work with ESBOCES on their COO Search.
- Kevin attended the Cal-Mum BOE meeting.

APPROVED MINUTES

Genesee-Livingston-Steuben-Wyoming BOCES

September 20, 2023

- The Bus Electrification RFP is moving forward and a meeting with interested districts is planned for next week.
- Our CTE numbers remain strong at both campuses.

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.

Audit Committee Update

Mr. Fuest updated the Board on the Audit Committee Meeting. John Rynkiewicz from Mengal Metzger Barr & Co., LLP was present to review the following:

- Basic Financial Statements
- Financial Executive Summary
- Communicating Internal Control Related Matters Identified In An Audit
- Single Audit Report
- Extraclassroom Activity Funds Financial Report

They were very complimentary of the job done by our Business Office staff. This information will be reviewed with the full Board at their October meeting.

Board Forum

Board Member Activity:

Christy Crandall-Bean

- Attended the Rural Schools Conference.

Matt Crane

- Thanked Kevin and Jon for all the work they did for the Dansville CSD Superintendent Search. It was a great process.

Norb Fuest

- Attended Opening Day breakfast.
- Attended the Audit Committee meeting.

Ernie Haywood

- Attended Opening Day breakfast.

Bill Kane

- Attended Opening Day breakfast.

Roger Kostecky

- Attended Opening Day breakfast.

APPROVED MINUTES
Genesee-Livingston-Steuben-Wyoming BOCES

September 20, 2023

Ed Levinstein

- Attended Opening Day breakfast.

Mike Riner

- Elba's Opening Day went well and they are off to a good start.

Dave Woodruff

- Attended the Audit Committee meeting.

Moved by Mr. Crane, seconded by Mrs. Crandall-Bean, to approve the following four (4) Program and Instruction items as recommended by the District Superintendent:

Field Trip Approved

Approved the following field trip:

1. SkillsUSA Leadership Conference in Albany, NY on November 5-7, 2023. 7 students (3 male/4 female) and 3 chaperones (2 male/1 female). **Total Cost: \$3,422.**

Textbook Purchase Approved

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

1. CTE: Justice Academy: Introduction to Paralegal Studies – 6th edition, by Katherine Currier, published by Aspen Publishing.
2. WNY Tech Academy: US History - The American Pageant: A History of the American People by Lizabeth Cohen and David Kennedy, published by Cengage Learning.
3. WNY Tech Academy: EPIC (Elevate, Participate, Innovate, Collaborate): 7 Habits of Highly Effective Teens by Sean Covey, published by Turtleback Books.
4. WNY Tech Academy: Global: Boundless World History by Boundless/Lumen Learning, published by 64 Ink.
5. CTE Cosmetology: MiLady Standard Cosmetology w/ Spanish by Sandra Bruce, published by Cengage Learning.

Approved the creation of a Metal Trades Club at the May Center

Approved the creation of a Metal Trades Club at the May Center.

Approved the creation of the Alternative Education Student Government for the Mt. Morris Academy.

Approved the creation of the Alternative Education Student Government for the Mt. Morris Academy.

Yes: 9

No: 0

Carried Unanimously. Four (4) Program and Instruction Items.

APPROVED MINUTES

Genesee-Livingston-Steuben-Wyoming BOCES

September 20, 2023

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

Creation of Position Approved

Approved the following resolution:

RESOLUTION ON POSITION CREATION

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,

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

CERTIFIED:

1. #304 Assistant Principal, 1.0 FTE, 12 months, effective 9/1/23

CLASSIFIED:

2. CS, Business Education Coordinator, 1.0 FTE 10 months, effective 7/17/23

**Instructional & Support
Personnel Schedules Approved**

Approved the following personnel schedules:

Schedule I.P.

- 1 - Resignations
- 3 - Probationary Appointments
- 4A - Temporary Appointments: Substitutes
- 4B - Temporary Appointments: Above Contract
- 4C - Temporary Appointments: Other
- 6 - Tenure Appointments
- 7 - Leaves of Absence
- 15 - Extended School Year Appointments
- 15A - Regional Summer School Appointments

Schedule S.P.

- 1 - Resignations
- 3 - Provisional Appointments
- 4 - 12-Month Probationary Appointments
- 8A - Temporary Appointments: Substitutes
- 8B - Temporary Appointments: Other
- 9A - Full-Time Non-Competitive Appointments
- 10 - Leaves of Absence
- 11 - Change of Status

APPROVED MINUTES
Genesee-Livingston-Steuben-Wyoming BOCES

September 20, 2023

- 11A - Department Transfer
- 15A - Regional Summer School Appointments

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

Job Description Approved

Approved job description for #758, LPN Program Assistant.

Job description as approved is on file in the Human Resources Office.

Memorandum of Agreement Approved

Approved the Memorandum of Agreement between the District Superintendent and the School Related Personnel Associations regarding the L.I.V.E.S. Program dated August 31, 2023.

Yes: 9 No: 0

Carried Unanimously. Four (4) Personnel Items.

Moved by Mr. Levinstein, seconded by Mr. Riner, to approve the following five (5) 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 XII.A. of the agenda and placed in the supplemental file.

Reserve Fund Transfer Approved

Approved, the General Fund and Special Fund transfers to the Employee Benefit Accrued Liability Reserve (EBALR).

Joint Municipal Cooperative Bidding Program Resolution with Eastern Suffolk BOCES Approved

Approved the Joint Municipal Cooperative Bidding Program Resolution with Eastern Suffolk BOCES,

Option to Renew with Conway Beam Leasing for the Semi-Tractor Lease with Service Agreement for the time period of 10/01/23-9/30/24 Approved

Approved the Option to Renew with Conway Beam Leasing for the Semi-Tractor Lease with Service Agreement for the time period of 10/01/23-9/30/24.

Flexible Benefits Plan Document Approved

Approved, the amendments to the Genesee-Livingston-Steuben-Wyoming BOCES Flexible Benefits Plan Document effective October 1, 2023.

Yes: 9 No: 0

Carried Unanimously. Five (5) Business and Finance Items.

APPROVED MINUTES
Genesee-Livingston-Steuben-Wyoming BOCES

September 20, 2023

Miscellaneous

Discussion on moving the February BOE meeting to February 28, 2024 (a week later than normal). This does not fall on the same day as any district Board meetings. All Board members in attendance agreed.

Kevin encouraged Board members to check out the GV BOCES Instagram page. Lyndsay Herkimer has done a great job introducing new staff and sharing activities on the page.

Adjournment

Moved by Mr. Kane, seconded by Mr. Levinstein, to adjourn the meeting at 6:25 p.m.

Yes: 9

No: 0

Carried Unanimously.

Respectfully Submitted,

Jennifer Lewis, Board Clerk