

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

***March 15, 2023***

**Call to Order**

The regular meeting of the Genesee Valley BOCES was called to order on March 15, 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	Norbert Fuest
Robert DeBruycker	William Kane
David DeLaVergne	Edward Levinstein
Edward Engel	Roger Kostecky
	J. David Woodruff

**MEMBERS EXCUSED:**

Matthew Crane  
Ernest Haywood

**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 Mrs. Crandall-Bean that the agenda be adopted with no changes.

Yes: 9

No: 0

**Carried Unanimously.**

**Meet & Greet: Erik Winarski**

Catherine Bennett, Principal of the WNY Tech Academy, introduced Erik Winarski, Math teacher.

Erik introduced himself and shared that he is a lifelong learner who brings life experience to his position. He believes in supporting students' social/emotional learning and relationship building skills by fostering wonder and curiosity in his classroom.

Erik collaborates with colleagues to market, sell and provide the accounting for the sale of poinsettias and geraniums grown in the Tech Academy greenhouse.

After discussion and Q&A the Board thanked Erik for his hard work on behalf of the Genesee Valley BOCES.

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

***March 15, 2023***

**Meet & Greet: Jamie Yates**

Matt Flowers, Executive Principal at the May Center introduced Jamie Yates, Instructional Support Services Teacher.

Jamie introduced her self and shared her background and past experiences. She is happy to be a part of an amazing team at the May Center and appreciates the relationships with co-workers and the administrative team.

A student best explained what Jamie does, “Ms. Yates helps you feel better when you’re having a hard time.”

After discussion and Q&A the Board thanked Jamie for her hard work on behalf of the Genesee Valley BOCES.

**Executive Session**

**Moved** by Mr. Engel, seconded by Mr. DeLaVergne, to enter into Executive Session at 5:20 p.m. to discuss the employment history of particular individuals.

Yes: 9                      No: 0

**Carried Unanimously.**

**Return to Public Session**

**Moved** by Mr. Kane, seconded by Mr. Woodruff, to return to public session at 5:35 p.m.

Yes: 9                      No: 0

**Carried Unanimously.**

**Minutes of Previous Meeting  
Approved**

**Moved** by Mr. Kane, seconded by Mr. Levinstein, to approve the minutes of the February 15, 2023 Regular Board Meeting.

Yes: 9                      No: 0

**Carried Unanimously.**

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

**Moved** by Mr. DeLaVergne, seconded by Mrs. Crandall-Bean, to receive the Treasurer’s and Central Treasurers’ Reports for the month ending January 2023 and Budget Amendments for the period of February 1-28, 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.**

***APPROVED MINUTES***

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

***March 15, 2023***

**District Superintendent's Report** Mr. MacDonald shared the following information with the Board:

- Kevin shared the BOCES By The Numbers information.
- Discussion on the BOCES Annual meeting scheduled for April 12<sup>th</sup>. Board feedback is to continue with the current format.
- Kevin continues to meet with the Boards of component districts.
- Discussion on the WNY Tech Academy Early College Program.
- Discussion on a future Capital Project process and the need to appoint an architect. The Building Condition Study will be due in 2024
- Shared that we have candidates who will be up for election to fill the positions created by Dave DeLaVergne and Ed Engel's retirement. Mike Riner has been nominated by Elba CSD and Paul Webster has been nominated by Perry CSD.

**Moved** by Mr. Woodruff, seconded by Mr. Kostecky, to approve the following two (2) Action Items, as recommended by the District Superintendent:

**Policy #4145, Reserve Funds Adopted** **Adopted** second and final reading of Policy #4145, Reserve Funds

**2023-24 Management & Instructional Calendars Approved** **Approved** the 2023-24 Management and Instructional Calendars.

Yes: 9                      No: 0

**Carried Unanimously.** Two (2) Action Items 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.

**Audit Committee Update** Mr. Fuest and Dan Groth updated the Board on the recent Audit Committee meeting. Discussion occurred regarding Risk Assessment that was part of the Internal Audit. Discussion occurred regarding the auditors recommendations and changes to how reports will be shared with the Board.

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

**March 15, 2023**

**Board Forum**

Board Member Activity:

**Dave DeLaVergne**

- Attended the Audit Committee meeting.
- Attended the GVSBA Legislative breakfast.

**Ed Engel**

- Attended the Audit Committee meeting.
- Discussion on job vacancies and trouble filling positions.

**Norb Fuest**

- Attended the Audit Committee meeting.
- Reminded the Board of upcoming GVSBA webinars/workshops.
- Reminder the LPN Graduation is on March 17<sup>th</sup> in Leicester.

**Roger Kostecky**

- Attended the Audit Committee meeting.

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

**Field Trips Approved**

**Approved** the following field trips:

1. Batavia SkillsUSA students to attend State Competition in Syracuse, NY on April 26-28, 2023. 14 students (12 male/2 female) and 2 chaperones (1 male/1 female). **Total Cost: \$6,380; Total Cost to SkillsUSA/Students: \$3,500; Total Cost to BOCES: \$2,710.**
2. May Center Animal Science students to attend Eastern States Flemish Giant RBA Open Specialty Breed Competition in Cortland, NY on April 29, 2023. 10 students and 1 chaperone. **Total Cost to BOCES: \$841.**
3. May Center Animal Science students to attend Central New York RBA & Empire State RBA Open Show in Fulton, NY on March 25, 2023. 10 students and 1 chaperone, **Total Cost to BOCES: \$770.**
4. May Center Animal Science students to attend Cattaraugus County RBA in Little Valley, NY on April 15, 2023. 10 students and 1 chaperone, **Total Cost to BOCES: \$821.**

Yes: 9

No: 0

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

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

**March 15, 2023**

**Moved** by Mr. Kostecky, seconded by Mr. Levinstein, to approve the following two (2) 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:

**CLASSIFIED:**

1. CS, Human Resources Clerk, 12 months, 1.0 FTE, effective 1/23/23
2. CS, Human Resources Clerk, 12 months, 1.0 FTE, effective 3/16/23
3. CS, Benefits Clerk, 12 months, 1.0 FTE, effective 3/8/23

**Instructional & Support  
Personnel Schedules Approved**

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

- 1 - Resignations
- 2 - Retirements
- 3 - Probationary Appointments
- 3C - Emergency Conditional Appointments
- 4A - Temporary Appointments: Substitutes
- 4B - Temporary Appointments: Above Contract
- 4C - Temporary Appointments: Other
- 4D - Temporary Appointments: Casual Employees
- 4D.fp - Temporary Appointments: Casual Employees w/Student
- 4E - Temporary Appointments: Adult Ed. Certified
- 5 - Part-Time Appointments
- 6 - Tenure Appointments
- 7 - Leaves of Absence
- 8 - Change in Status
- 8A - Department Transfer: Instructional
- 9 - Recall Appointment
- 10 - Part-Time Employees Not Reappointed
- 14 - Reappointment of Part-Time Employees
- 15 - Extended School Year Appointments
- 15A - Regional Summer School Appointments
- 16 - Volunteers/Student Teaching

Schedule S.P.

- 1 - Resignations
- 2 - Retirements
- 3 - Provisional Appointments
- 3C - Emergency Conditional Appointments
- 4 - 12-Month Probationary Appointments
- 5 - Permanent Appointments
- 8A - Temporary Appointments: Substitutes
- 8B - Temporary Appointments: Other
- 9A - Full-Time Non-Competitive Appointments
- 9B - Part-Time Non-Competitive Appointments
- 10 - Leaves of Absence
- 11 - Change of Status
- 11A - Department Transfer
- 13 - Part-Time Employees Not Reappointed
- 14 - Reappointment of Part-Time/Temporary Employees
- 15 - Extended School Year Appointments
- 15A - Regional Summer School Appointments
- 16 - Volunteers

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

Yes: 9

No: 0

**Carried Unanimously.** Two (2) Personnel Items.

**Moved** by Mr. Kane, seconded by Mr. DeLaVergne, to approve the following four (4) 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.**

**Donation Accepted**

**Resolved**, that the Board of Education hereby accepts the following donations from:

James Chamot, a gift, consisting of a 1997 Dodge Ram 2500 Pick Up Truck, estimated at a value of \$3,416, said gift to be the property of the Genesee Valley BOCES; further, and in accordance with the direction of the donor, the gift of the pickup truck is to be used by students in the Batavia Diesel Class.

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**March 15, 2023**

**HVAC Systems Bid Accepted**

**Accepted** the lowest responsible bid received, meeting specifications, for HVAC Systems received from Nairy Mechanical in the amount of \$564,700.

**Internal Bid as received is listed on Schedule XII.C. of the agenda and is on file in the business office.**

**2023 – 2024 Cooperative Athletic/ Phys. Ed. Supplies Bid Accepted**

**Accepted** the lowest responsible cooperative bid received, meeting specifications, for 2023 – 2024 Cooperative Athletic/Phys. Ed. Supplies.

<b>Vendor Name</b>	<b>Total Awarded</b>	<b>Catalog Discount</b>
School Health Corp	\$ 6,633.61	10%
Riddel/All American	\$ 19,469.65	5% Equip + freight 25% Apparel + freight
Pyramid School Products	\$ 67,319.60	
Adolph Kiefer & Assoc	\$ 17,043.25	
BSN Sports	\$ 43,209.18	10%
Performance Health Supply	\$ 24,660.07	Various up to 25%
Scholastic Sports Sales	\$ 26,189.10	
MFAC, LLC	\$ 4,551.00	10% Track & Field equip
Laux Sports		\$ 152,899.74
<b>TOTAL:</b>	<b>\$ 361,975.20</b>	

**Cooperative Bid as received is listed on Schedule XII.D. of the agenda and is on file in the business office.**

Yes: 9

No: 0

**Carried Unanimously.** Four (4) Business and Finance Items.

**Adjournment**

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

Yes: 9

No: 0

**Carried Unanimously.**

Respectfully Submitted,

Jennifer Lewis, Board Clerk