

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

***October 19, 2022***

**Call to Order**

The regular meeting of the Genesee Valley BOCES was called to order on October 19, 2022, 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:**

Robert DeBruycker	Ernest Haywood
David DeLaVergne	Edward Levinstein
Edward Engel	J. David Woodruff
Norbert Fuest	

**MEMBERS EXCUSED:**

Christy Crandall-Bean	William Kane
Matthew Crane	Roger Kostecky

**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.

**Board Member Recognition**

In honor of Board Member Appreciation month, members of the Genesee Valley BOCES Educators' Association were present and provided the Board members with gifts to thank them for their continued support.

**Agenda Adopted**

**Moved** by Mr. Woodruff, seconded by Mr. DeLaVergne, that the agenda be adopted with a revision to XI. Program and Instruction and XII. Personnel Items.

Yes: 7

No: 0

**Carried Unanimously.**

**Program Report: Tenure Meet & Greet: Jacqueline Jurek**

Executive Principal Matt Flowers introduced Jackie Jurek, Animal Science teacher at the May Center.

Jackie shared what the students are currently working on around the farm at the campus and former student success stories. Jackie also continues to take continuing education classes to learn new skills to share with the students.

The Board thanked Jackie for her hard work on behalf of the Genesee Valley BOCES.

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**Program Report: Tenure Meet & Greet: Brett Wilcox**

Assistant Principal Mike Cosimano introduced Brett Wilcox, Special Education teacher at the Mt. Morris Academy.

Brett shared how he connects students to the world around them and encourages them to become global citizens. Brett supports building wide Positive Behavioral Instruction Supports and uses “Fun Fridays” as a way to engage students. He collaborates with colleagues and continues his professional growth, knowledge and practices.

The Board thanked Brett for his hard work on behalf of the Genesee Valley BOCES.

**Executive Session**

**Moved** by Mr. Haywood, seconded by Mr. Woodruff, to enter into Executive Session at 5:40 p.m. to discuss the employment history of particular individuals.

Yes: 7                      No: 0

**Carried Unanimously.**

**Return to Public Session**

**Moved** by Mr. DeLaVergne, seconded by Mr. Engel, to return to public session at 5:50 p.m.

Yes: 7                      No: 0

**Carried Unanimously.**

**Minutes of Previous Meeting Approved**

**Moved** by Mr. Haywood, seconded by Mr. Levinstein, to approve the minutes of the September 21, 2022 Regular Board Meeting.

Yes: 7                      No: 0

**Carried Unanimously.**

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

**Moved** by Mr. Woodruff, seconded by Mr. Engel, to receive the Treasurer’s and Central Treasurers’ Reports for the month ending August 31, 2022 and Budget Amendments for the period of September 1-30, 2022.

Yes: 7                      No: 0

**Carried Unanimously.**

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

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**District Superintendent's Report**

Mr. MacDonald shared updates on the following:

- Staffing
- Healthcare Worker Bonus
- Electric Bus Discussion
- Mascots
- Transitional C and Transitional G Certificates
- State Aid
- Regionalization Discussions

**Moved** by Mr. Haywood, seconded by Mr. Woodruff, to approve the following one (1) Action Item, as recommended by the District Superintendent:

**Report of the External Auditor Received**

**Approved** the annual audit report ending June 30, 2022 of the Genesee-Livingston-Steuben-Wyoming Board of Cooperative Educational Services as presented by Tom Lauffer and John Rynkiewicz and our Independent Auditors, Mengel Metzger Barr & Co/Raymond F. Wager, CPA, PC.

Yes: 7

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.

**Board Forum**

Board Member Activity:

**Dave DeLaVergne**

- Attended Pavilion CSD Audit Committee meeting.
- Will be attending the Al Hawk dinner.

**Ed Engel**

- Participated in GLOW With Your Hands event.

**Norb Fuest**

- Participated in the GLOW With Your Hands event.
- Attended the GVSBA Executive Committee meeting.
- Will be attending the Al Hawk dinner.

**Ernie Haywood**

- Participated in GLOW With Your Hands event.
- Will be attending the Al Hawk dinner.

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**Dave Woodruff**

- Attended the GVSBA Executive Committee meeting.
- Will be attending the Al Hawk dinner.

**Moved** by Mr. DeLaVergne, seconded by Mr. Levinstein, to approve the following two (2) Program and Instruction items as recommended by the District Superintendent:

**Field Trips Approved**

**Approved** the following field trips:

1. SkillsUSA Officer Training at The Crowne Plaza in Syracuse, NY on February 3-4, 2023. 1 student (female) and 1 chaperone (female). **Total Cost to BOCES: \$660.**
2. SkillsUSA Area 1 Informational Night at Batavia CTE Center on October 19, 2022. 3 students (1 male/2 female) and 2 chaperones (1 male/1 female) **Total Cost to SkillsUSA: \$155.00.**
3. SkillsUSA Leadership Training at The Desmond Hotel in Albany, NY on November 6-8, 2022. 1 student (female) and 1 chaperone (female). **Total Cost: \$3,285; Total Cost to BOCES: \$2,635; Total Cost to SkillsUSA: \$650**

**ECA National Clubs, Class Clubs, Advisors and Officers Approved**

**Approve** the list of Batavia and Mt. Morris Campus ECA National Clubs and Class Clubs, Advisors and Officers for the 2022-23 school year.

**ECA National Clubs and Class Clubs, Advisors and Officers as approved are listed on Schedule XI.B. of the agenda and placed in the supplemental agenda file.**

Yes: 7

No: 0

**Carried Unanimously.** Two (2) Program and Instruction Items.

**Moved** by Mr. Woodruff, seconded by Mr. Engel, to approve the following seven (7) 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,

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

**CLASSIFIED:**

1. CS, Purchasing Agent, 12 months, 1.0 FTE, effective 10/20/22

**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
- 4D - Temporary Appointments: Casual Employees
- 7 - Leaves of Absence
- 8 - Change in Status

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
- 9B - Part-Time Non-Competitive Appointments
- 10 - Leaves of Absence
- 11 - Change of Status
- 11A - Department Transfer
- 16 - Volunteers

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

**Memorandum of Agreement  
Approved**

**Approved** the Memorandum of Agreement between the District Superintendent and the Educators' Association regarding Flexible Work Hours for Jill Croakman dated September 15, 2022.

**Memorandum of Agreement  
Approved**

**Approved** the Memorandum of Agreement between the District Superintendent and the Educators' Association regarding Lead Curriculum Facilitator duties for Jenna Bird dated September 15, 2022.

**Memorandum of Agreement  
Approved**

**Approved** the Memorandum of Agreement between the District Superintendent and the School Related Personnel Association regarding pay differential for Association staff willing to support students with significant toileting needs dated September 23, 2022.

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**Occasional Drivers Approved**

**Approved** list of occasional drivers.

**List of drivers as approved is listed on Schedule XII.F. of the agenda and placed in the supplemental agenda file.**

**District Superintendent  
Employment Agreement Amended**

**District Superintendent's Employment Agreement Amended**

**Approve** the following resolution regarding amendments to the Employment Agreement between the Board and the District Superintendent, effective September 21, 2022.

**WHEREAS**, the Genesee-Livingston-Steuben-Wyoming Board of Cooperative Educational Services (hereafter, the BOCES Board) and District Superintendent Kevin MacDonald are parties to an April 18, 2013 employment agreement and subsequent extensions and amendments to that agreement which together establish the terms and conditions of Mr. MacDonald's appointment as the BOCES District Superintendent, and

**WHEREAS**, the BOCES Board and Mr. MacDonald have mutually agreed to said extension of Mr. MacDonald's appointment as District Superintendent from June 30, 2024 to June 30, 2025,

**NOW THEREFORE**, effective September 21, 2022, the BOCES Board does hereby extend the appointment of Kevin MacDonald as District Superintendent to June 30, 2025, and the BOCES Board does hereby authorize Board President Norbert Fuest to execute on behalf of the full BOCES Board the said written changes to Mr. MacDonald's terms and conditions of employment.

Yes: 7

No: 0

**Carried Unanimously.** Seven (7) Personnel Items.

**Moved** by Mr. Haywood, seconded by Mr. Woodruff, to approve the following three (3) 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 VIII. A. of the agenda and placed in the supplemental file.**

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**Cooperative Bid Received:  
Electric**

**Accepted** the lowest responsible cooperative bid received, meeting specifications, from Energy Coop of America.

**Cooperative Bid award as approved is on Schedule XIII.B. of the agenda and is on file in the Business office.**

**Petty Cash Custodian Approved**

**Approved** Emily Morrill as petty cash custodian for GV BOCES Academy, Batavia.

Yes: 7

No: 0

**Carried Unanimously.** Three (3) Business and Finance Items.

**Adjournment**

**Moved** by Mr. Haywood, seconded by Mr. Engel, to adjourn the meeting at 6:40 p.m.

Yes: 7

No: 0

**Carried Unanimously.**

Respectfully Submitted,

Jennifer Lewis, Board Clerk