

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

**April 12, 2023**

**Call to Order**

The regular meeting of the Genesee Valley BOCES was called to order on April 12, 2023, at 5:45 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 | William Kane (left at 6:30) |
| David DeLaVergne      | Edward Levinstein           |
| Edward Engel          | Roger Kostecky              |
| Norbert Fuest         | J. David Woodruff           |
| Ernest Haywood        |                             |

**MEMBERS EXCUSED:**

Matthew Crane  
Robert DeBruycker

**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.

**Agenda Adopted**

**Moved** by Mr. Woodruff, seconded by Mr. Kane, that the agenda be adopted with changes.

Yes: 9                      No: 0

**Carried Unanimously.**

**Executive Session**

**Moved** by Mr. Kane, seconded by Mr. Levinstein, to enter into Executive Session at 5:50 p.m. to discuss the employment history of particular individuals.

Yes: 9                      No: 0

**Carried Unanimously.**

**Return to Public Session**

**Moved** by Mr. DeLaVergne, seconded by Mr. Woodruff, to return to public session at 6:00 p.m.

Yes: 9                      No: 0

**Carried Unanimously.**

**Minutes of Previous Meeting  
Approved**

**Moved** by Mr. Engel, seconded by Mrs. Crandall-Bean, to approve the minutes of the March 15, 2023 Regular Board Meeting.

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Yes: 9

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 February 28, 2023 and Budget Amendments for the period of March 1-31, 2023.

Yes: 9

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:

- Kevin gave an update on staff Narcan training and the availability of Narcan in our buildings.
- The GLOW With Your Hands Medical event was very well attended and the committee is already planning for next year.
- Attended the NSBA conference in Orlando.
- Work with RSA to host a Rural Issues Forum at the LeRoy Services Center. More information to come.
- Livonia Superintendent search is wrapping up. Three finalists have been selected and will be interviewing starting next week.
- The timeline for the Dansville Superintendent search is being finalized.

**Moved** by Mr. Kane, seconded by Mrs. Crandall-Bean, to approve the following one (1) Action Item, as recommended by the District Superintendent:

**Resolution Approved**

**Approved**, the resolution regarding the settlement and release and waiver of claims agreement between Genesee Valley BOCES and former employee number 07941.

Yes: 9

No: 0

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

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#### **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 the LPN graduation.
- Attended the May Center NTHS ceremony in Geneseo.

##### **Ed Engel**

- Attended the Genesee County Chamber of Commerce Ag dinner.
- Met with Congresswoman Claudia Tenney to discuss local issues.

##### **Norb Fuest**

- Attended the GVSBA President's Meeting.
- Participated in the GVSBA "So You Want To Be a School Board Member" workshop.
- Attended the LPN graduation.
- Attended the GLOW With Your Hands Healthcare event at GCC.
- Attended the GCC Tech Wars.
- Attended the Business Fair at GCC.
- Attended the May Center NTHS ceremony in Geneseo.

##### **Ernie Haywood**

- Attended the GLOW With Your Hands Healthcare event at GCC.
- Attended the NSBA conference in Orlando.
- Attended the LeRoy CSD Board of Education meeting.

##### **Roger Kostecky**

- Attended the LPN graduation.
- Attended the GLOW With Your Hands Healthcare event at GCC.
- Attended the May Center NTHS ceremony in Geneseo.
- Attended the NSBA conference in Orlando.

##### **Ed Levinstein**

- Attended the GLOW With Your Hands Healthcare event at GCC.

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**Dave Woodruff**

- Attended the GVSBA President’s Meeting.
- Participated in the GVSBA “So You Want To Be a School Board Member” workshop.
- Attended the GLOW With Your Hands Healthcare event at GCC.
- Attended the LPN graduation.
- Thanked Kevin for the great job with the Superintendent Search for Livonia CSD.

**Moved** by Mr. Haywood, seconded by Mr. Woodruff, 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. NYS Conservation Contest at SUNY Cobleskill on May 17-18, 2023. 20 students (19 male/1 female) and 3 chaperones (2 male/1 female). **Total Cost to BOCES: \$2,583.12.**
2. CG May Center FFA to NYS FFA Convention in Buffalo, NY on May 18, 2023. 13 students (male) and 2 chaperones (male). **Total Cost to BOCES: \$138.46.**
3. CG May Center SkillsUSA competition at the NYS Fairgrounds in Syracuse, NY on April 24-28, 2023. 26 students (10 male/16 female) and 3 chaperones (1 male/2 female). **Total Cost: \$11,920; Total Cost to SkillsUSA: \$8,940; Total Cost to BOCES: \$2,980.**

Yes: 8

No: 0

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

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

**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
- 8 - Change in Status

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Schedule S.P.

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

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

**Job Description Approved**

**Approved** job description for Coordinator of Instructional Data.

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

Yes: 8                      No: 0

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

**Moved** by Mr. Engel, seconded by Mr. Levinstein, 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 XI.A. of the agenda and placed in the supplemental file.

**Internal Bids Received: Animal**  
**Science Batavia**

**Accepted** the lowest responsible internal bids received, meeting specifications, for the Animal Science – Batavia:

| <u>Vendor</u><br><u>Name</u> | <u>Total</u><br><u>Awarded</u> | <u>Catalog</u><br><u>Discount</u> |
|------------------------------|--------------------------------|-----------------------------------|
| Genesee Feed's LLC           | \$ 4,519.10                    | None                              |

Internal Bid as received is listed on Schedule XI.B. of the agenda and is on file in the business office.

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**Internal Bids Received: Animal Science Mt. Morris**

**Accepted** the lowest responsible internal bids received, meeting specifications, for the Animal Science – Mt. Morris:

| <b><u>Vendor Name</u></b> | <b><u>Total Awarded</u></b> | <b><u>Catalog Discount</u></b> |
|---------------------------|-----------------------------|--------------------------------|
| Metco Supply Inc.         | \$ 5,995.60                 | None                           |

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

**Internal Bids Received: Auto Mechanics**

**Accepted** the lowest responsible internal bids received, meeting specifications, for Auto Mechanics:

| <b><u>Vendor Name</u></b> | <b><u>Total Awarded</u></b> | <b><u>Catalog Discount</u></b>   |
|---------------------------|-----------------------------|--|
| Metco Supply Inc.         | \$14,969.66                 | None   |
| OAM Supply Company        | \$ 9,175.54                 | None   |
| Finger Lakes/Castle       | \$ 2,108.81                 | 15% off All Castle Products-Industrial (Includes: Castle, Finger Lakes, Econo, Echo) |
| <b>TOTAL:</b>             | <b>\$ 26,254.01</b>         |  |

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

**Internal Bids Received: Carpentry**

**Accepted** the lowest responsible internal bids received, meeting specifications, for Carpentry:

| <b><u>Vendor Name</u></b> | <b><u>Total Awarded</u></b> | <b><u>Catalog Discount</u></b> |
|---------------------------|-----------------------------|--------------------------------|
| Rogers & Tenbrook Inc.    | \$45,455.60                 | None                           |
| Paxton Patterson LLC      | \$ 6,895.87                 | None                           |
| Metco Supply Inc.         | \$38,898.67                 | None                           |
| OAM Supply Company        | \$ 5,196.28                 | None                           |
| <b>TOTAL:</b>             | <b>\$96 ,446.42</b>         |                                |

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

**Internal Bids Received: Cosmetology**

**Accepted** the lowest responsible internal bids received, meeting specifications, for Cosmetology:

| <b><u>Vendor Name</u></b> | <b><u>Total Awarded</u></b> | <b><u>Catalog Discount</u></b> |
|---------------------------|-----------------------------|--------------------------------|
| Salon Accessories         | \$ 1,340.60                 | None                           |
| Burmax Company Inc.       | \$65,109.77                 | 5% Burmax Items                |
| Boss Beauty Supply        | \$ 8,867.21                 | None                           |
| The Bar Collection LLC    | \$ 1,466.49                 | None                           |
| <b>TOTAL:</b>             | <b>\$76 ,784.07</b>         |                                |

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

**Internal Bids Received: Sander**

**Accepted**, the lowest responsible internal bids received, meeting specifications for a Sander (Bid #4697) to Hermance Machine Company for \$ 32,280.00.

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

**Internal Bids Received: Welding**

**Accepted** the lowest responsible internal bids received, meeting specifications, for Welding:

| <b><u>Vendor Name</u></b>     | <b><u>Total Awarded</u></b> | <b><u>Catalog Discount</u></b> |
|-------------------------------|-----------------------------|--------------------------------|
| Jackson Welding Supply Co Inc | \$ 6,261.50                 | None                           |
| Haun Welding Supply Inc       | \$21,333.37                 | None                           |
| Metco Supply Inc              | \$ 6,086.70                 | None                           |
| OAM Supply Company            | \$ 1,224.61                 | None                           |
| Airgas USA, LLC               | \$ 8,982.64                 | None                           |
| <b>TOTAL:</b>                 | <b>\$43,888.82</b>          |                                |

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

**Internal Bids Rejected: Auto Body**

**Rejected** the current Auto Body bid and re-solicit.

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

**Cooperative Bids Received:  
Medical Supplies**

**Accepted** the lowest responsible cooperative bids received, meeting specifications, for Medical Supplies:

| <b><u>Vendor Name</u></b> | <b><u>Total Awarded</u></b> | <b><u>Catalog Discount</u></b>   |
|---------------------------|-----------------------------|--|
| Quill, LLC                | \$ 7,412.58                 | 10%  |
| Metco Supply Inc.         | \$ 2,327.35                 |  |
| Unipak Corp.              | \$ 74.70                    | 21% Gloves & Trash liners  |
| Agni Enterprises, LLC     | \$19,741.55                 |  |
| Hemera Holding, LLC       | \$ 741.75                   |  |
| Performance Health Supply | \$ 25,047.34                | 20% Materials/supplies<br>15% Equip/furniture<br>12% Athletic tape<br>12% Athletic trainer kits/bags<br>25% Medco owned brands |
| <b>TOTAL:</b>             | <b>\$ 55,345.27</b>         |  |

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

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**Informational Item: JP Morgan  
Purchase Card Holders**

The Board reviewed the JP Morgan purchase card holder list as of April 4, 2023.

**Informational Item: Genesee  
Valley BOCES Reserve Fund Plan  
and Summary**

The Board reviewed the Genesee Valley BOCES Reserve Fund Plan and Summary.

**Informational Item: Genesee  
Valley BOCES FY 2022/23  
Annual Risk Assessment**

The Board reviewed the Genesee Valley BOCES FY 2022/23 Annual Risk Assessment.

Yes: 8

No: 0

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

**Adjournment**

**Moved** by Mr. Engel, seconded by Mrs. Crandall-Bean, to adjourn the meeting at 7:10 p.m.

Yes: 8

No: 0

**Carried Unanimously.**

Respectfully Submitted,

Jennifer Lewis, Board Clerk