



October 13, 2020

Meeting Type: Regular Meeting

Date: Tuesday, October 13, 2020

State Time: 6:00 p.m.

Location: Central Administrative Office/Videoconferencing/Livestream

Roll Call – (Attendees Noted by District Clerk)

Present were:

Board Members

- Jeannette Santos (President)
- Ilene Herz, Esq. (Vice President)
- James Kaden
- Brian J. Sales
- Peter Wunsch

BOCES Staff

- Michael Flynn (Chief Operating Officer)
- Angelique Johnson-Dingle (District Superintendent)
- Dr. Hugh Gigante (Exec. Dir. – Personnel)
- Warren Taylor (Chief Financial Officer)
- Nancy Fischetti (Public Relations Director)
- Joanne Klein (District Clerk)
- Nancy Kelsey (Exec. Dir. Career and Tech. Education)

- Nancy Wilson (Exec. Dir. - Special Education)

Absent

- Maryann Zumpano

Call to Order/Pledge of Allegiance (Board President)

The Regular Meeting was called to order at 6:06 p.m. by Board President, Mrs. Santos. Mrs. Santos led the audience in the Pledge of Allegiance.

EXECUTIVE SESSION

At this time a motion to move into Executive Session to discuss personnel matters including the performance of particular employees was made by Mrs. Herz, seconded by Mr. Wunsch. At 6:59 p.m. the Board unanimously agreed to adjourn Executive Session and move into the Regular Meeting on motion made by Mrs. Herz, seconded by Mr. Wunsch.

REGULAR MEETING

The Regular meeting of the Board resumed at 7:06 p.m.

Visitors: ACKNOWLEDGMENT OF VISITORS BY PRESIDING OFFICER

Mrs. Santos acknowledged the participants who were viewing the Board meeting via video conference/livestream.

Approval of Minutes Regular Meeting – September 8, 2020

The minutes of the Regular Meeting of September 8, 2020 were approved unanimously on motion of Mr. Wunsch and seconded by Mr. Kaden.

Approval of Minutes Special Meeting – September 17, 2020

The minutes of the Special Meeting of September 17, 2020 were approved unanimously on motion of Mr. Wunsch and seconded by Mr. Kaden.

Program Presentation

Western Suffolk BOCES 2019/20 Accomplishments

Mr. Flynn welcomed everyone. Mr. Flynn spoke regarding the 2019/20 Accomplishments and mentioned as we prepared for the start of the current school year and looked back at the goals, many were achieved. The staff never

lost focus and overcame the challenges to deliver the best educational program possible and to meet the diverse needs of our component school districts during the pandemic.

Mr. Flynn introduced Nancy Kelsey, Executive Director, Career and Technical Education who discussed the 2019/20 Accomplishments of the CTE Division.

Mrs. Kelsey noted even with the interruption of COVID-19 in the Spring, the division had been able to obtain dual credits and had continued to work with colleges to get this accomplished. Mrs. Kelsey mentioned the integration of the Delta training software program into the Aviation Maintenance Program has been completed. This integration will help increase the number of students gaining successful employment. Mrs. Kelsey mentioned many goals were accomplished and a few were interrupted by the COVID-19 shutdown.

Ms. Wilson, Executive Director, Special Education reported the objectives and accomplishments for the 2019/20 school year related to the progress monitoring of students and instruction, revealing to date there is positive growth. The number of students enrolled in the division has increased. Ms. Wilson discussed the accomplishment to achieve a 90% graduation rate for eligible Special Education student in the Regents-level secondary program and announced that 99% of the eligible students graduated in June 2020.

Mrs. Johnson-Dingle, District Superintendent reported on the division's accomplishments for the 2019/20 school year. One accomplishment Mrs. Johnson-Dingle outlined is the Outdoor Learning Lab. Mrs. Johnson-Dingle thanked the Board for their support of the renovation of the building used for this program. Unfortunately, due to COVID-19 everything came to a complete halt. The program was able to revert to a virtual model and the students were engaged.

Some other highlights from the DISS Division included the Planning Department and in what manner their enrollment projections are made. In addition, the division's departments adapted to the new normal of working remotely. A number of workshops which are not only necessary but are required at this point in time, have been offered and well received.

Western Suffolk BOCES Goals

Special Education – Nancy Wilson, Executive Director, Special Education spoke of the division's goals for this school year which included:

- Achieving a graduation rate of 90% or greater for eligible Special Education students in Regents-level secondary programs.
- Preparing students for the NYS Grade 4 Science test.
- Students in grades K-3 within the Cooperative Development program will participate in the Science 21 inquire-based Science Curriculum.
- Staff development on many different levels.

Career and Technical Education – Nancy Kelsey, Executive Director, Career and Technical Education revealed some of the division’s goals including the following:

- Submission of 18 Career and Technical programs reapproval applications to the NYSED by June 30, 2021.
- Beginning of new cohorts in areas of instructional technology, educational leadership and bilingual education.
- Providing professional development and resources for adult and secondary teachers.

Division of Instructional Support Services – Angelique Johnson-Dingle, District Superintendent, reported the Division of Instructional Support has many goals for the 2020/21 school year. Some of the goals encompass the following:

- Build upon the pathway in terms of the educational and focus of instructional technology.
- Mock Trial Program, 40 middle schools participate in our Mock Trial Program consisting of personalized cases.
- Collaboration with the LI BOCES to present the LI Technology and Education Summit as a multi-day virtual event.

Race in America - Video Presentation

Mrs. Johnson-Dingle discussed and showed a video presentation titled “Race in America”. The video expresses where the country is regarding this and discussions that need to be had regarding the disparities.

Treasurer's Report

The Board acknowledged receipt of the Treasurer’s Report indicating balances in the various financial accounts as of August 31, 2020. (Copies incorporated with the official minutes of this meeting.)

Claims Auditor's Report

The Board acknowledged receipt of the Report of the Claims Auditor from August 4, 2020 to October 6, 2020 for expenditures totaling \$39,232,990.46. (Copies incorporated with the official minutes of this meeting.)

EXECUTIVE OFFICER'S REPORTS

District Superintendent – Comments/Events

Mrs. Johnson-Dingle welcomed everyone to the Board meeting and discussed briefly the following topics:

- Reopening Schools.
- NYSED Regulations.

Chief Operating Officer Report – Comments/Events

Award of Grants – Mr. Flynn noted the Award of Grants for the School Library System. One of the tasks of the School Library System is to automate the sharing of book files.

2020/21 Annual Attendance Report – Mr. Flynn discussed the 2020/21 Strategies to Improve Student Attendance and discussed the detailed report which encourages exceptional attendance for students. Going back to the origins of student attendance, we have an attendance rate of 92%. Strong attendance is mandatory for students to receive the prestigious Certificate of Completion from Wilson Tech and/or Licensing within a perspective field of study. The Division of Special Education had an increase in attendance as well from 90% to 93%.

School Board Recognition – October 19 – October 23, 2020 is School Board Appreciation Week. Mr. Flynn mentioned letters and certificates were mailed to all of the WS BOCES component school Board members. Mr. Flynn acknowledged the WS BOCES Board members have had prior Board service in their home school districts. The WS BOCES Board years of service range from 20 to over 40 years. The Board of Education was presented with thank you cards from WS BOCES students. Mr. Flynn thanked the Board for all the good they do for the students.

Annual Board Dinner – December 3, 2020 – Mr. Flynn mentioned regrettably, due to the Governor's Executive Order limiting gatherings to 50 people or less, the upcoming Annual Board dinner has been cancelled. We will continue to thank the component school districts Boards of Education and will share at a future date on how we will reach out to these Board of Education members.

Chief Financial Officer – Update of Capital Projects

Mr. Taylor updated the Board on the Report of Capital Projects and stated many projects are in design. The outdoor

curb work at the Central Administrative Office has been completed. The window replacement project at Northport is planned to move forward.

Budget Reserves – Mr. Taylor reported to the Board on the WS BOCES budget reserves.

ITEMS FOR BOARD ACTION

Business Administration Matters

Approval of Budget Adjustments October 2020/21

On motion by Mr. Wunsch, seconded by Mr. Kaden, the Board voted unanimously to approve 2020/21 budget adjustments/transfers for October 2020 in the following programs:

- | | |
|------------------------------------|-------------------------------------|
| Encumbrances/Deferred Revenue | Center for Learning Technology |
| Special Education Option 3 | Encumbrances/Deferred Revenue |
| Multi-Year Appropriations | SLS - Aid for Automation - Rollover |
| SLS - Supplementary Aid - Rollover | SLS – Operating Aid - Rollover |
| SLS – Operating Aid | Summer Special Education |

(Listing referred to is designated as Encl. 9.1.1 and is incorporated with the official minutes of this meeting.)

Approval of Bid Awards

The members of the Board reviewed the bid analysis presented by the Chief Operating Officer. Mr. Wunsch moved, Mr. Kaden seconded, and the Board voted unanimously to approve awards to the lowest bidders meeting specifications as listed on the schedule dated October 13, 2020.

(Listing referred to is designated as Encl. 9.1.2 and is incorporated with the official minutes of this meeting.)

Authorization to Participate in Omnia Partners [R]

On motion by Mr. Wunsch, seconded by Mr. Kaden, the Board voted unanimously for Authorization to Participate in Omnia Partners as follows:

WHEREAS, Section 103 of the General Municipal Law permits Western Suffolk BOCES to purchase apparatus, materials, equipment or supplies or contract for services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies through the use of a contract let by the United States or any

agency thereof, any state or any other county, political subdivision or district therein if such contract was let to the lowest responsible bidder or on the basis of best value in a manner consistent with this section and made available for use by other governmental entities; and

WHEREAS, Western Suffolk BOCES, based on the authority granted in General Municipal Law, Article 5A (Public Contracts), Section 103, desires to participate in Omnia Partners, Contract #R190201 Chemistry, Biology, Physics and Anatomy Instructional Supplies & Services, for the purpose of fulfilling and executing its public governmental purposes, goals, objectives, programs and functions; and

WHEREAS, Western Suffolk BOCES has reviewed the benefits of participating in this program and an analysis is performed, and based on this review which is in accordance with the General Municipal Law, has concluded that participation in the program could result in savings to Western Suffolk BOCES;

THEREFORE, BE IT RESOLVED, that Western Suffolk BOCES is authorized to participate in Omnia Partners Contract #R190201 Chemistry, Biology, Physics and Anatomy Instructional Supplies & Services and that the Board President and/or the Chief Operating Officer or his designee is hereby authorized to execute any and all necessary documents to effectuate participation in Omnia Partners, Contract #R190201 Chemistry, Biology, Physics and Anatomy Instructional Supplies & Services.

(Listing referred to is designated as Encl. 9.1.3 and is incorporated with the official minutes of this meeting.)

Resolution to Participate in Harris Department of Education/Choice Partners Cooperative Contract #18/058KC for: Educational Materials and Related Items [R]

On motion by Mr. Wunsch, seconded by Mr. Kaden, the Board voted unanimously to approve Resolution to Participate in Harris Department of Education/Choice Partners Cooperative Contract #18/058KC for: Educational Materials and Related Items as follows:

WHEREAS, Section 103 of the General Municipal Law permits Western Suffolk BOCES to purchase apparatus, materials, equipment or supplies or contract for services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies through the use of a contract let by the United States or any agency thereof, any state or any other county, political subdivision or district therein if such contract was let to the lowest responsible bidder or on the basis of best value in a manner consistent with this section and made available for use by other governmental entities; and

WHEREAS, Western Suffolk BOCES, based on the authority granted in General Municipal Law, Article 5A (Public Contracts), Section 103, desires to participate in Harris Department of Education/Choice Partners Cooperative Contract #18/058KC for Educational Materials and Related Items, for the purpose of fulfilling and executing its public governmental purposes, goals, objectives, programs and functions; and

WHEREAS, Western Suffolk BOCES has reviewed the benefits of participating in this program and an analysis is performed, and based on this review which is in accordance with the General Municipal Law, has concluded that participation in the program could result in savings to Western Suffolk BOCES;

THEREFORE, BE IT RESOLVED that Western Suffolk BOCES is authorized to participate in Harris Department of Education/Choice Partners Cooperative Contract #18/058KC for Educational Materials and Related Items and that the Board President and/or the Chief Operating Officer or his designee is hereby authorized to execute any and all necessary documents to effectuate participation in Harris Department of Education/Choice Partners Cooperative Contract #18/058KC for Educational Materials and Related Items.

(Listing referred to is designated as Encl. 9.1.4 and is incorporated with the official minutes of this meeting.)

Resolution to Participate in Three Village Central School District Bid #B20-003 for: Automatic Temperature Control Service and Repair [R]

On motion by Mr. Wunsch, seconded by Mr. Kaden, the Board voted unanimously to approve Resolution to Participate in Three Village Central School District Bid #B20-003 for: Automatic Temperature Control Service and Repair as follows:

WHEREAS, Section 103 of the General Municipal Law permits Western Suffolk BOCES to purchase apparatus, materials, equipment or supplies or contract for services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies through the use of a contract let by the United States or any agency thereof, any state or any other county, political subdivision or district therein if such contract was let to the lowest responsible bidder or on the basis of best value in a manner consistent with this section and made available for use by other governmental entities; and

WHEREAS, Western Suffolk BOCES, based on the authority granted in General Municipal Law, Article 5A (Public Contracts), Section 103, desires to participate in Three Village Central School District Bid #B20-003 for

Automatic Temperature Control Service & Repair, for the purpose of fulfilling and executing its public governmental purposes, goals, objectives, programs and functions; and

WHEREAS, Western Suffolk BOCES has reviewed the benefits of participating in this program and an analysis is performed, and based on this review which is in accordance with the General Municipal Law, has concluded that participation in the program could result in savings to Western Suffolk BOCES;

THEREFORE, BE IT RESOLVED, that Western Suffolk BOCES is authorized to participate in Three Village Central School District Bid #B20-003 for Automatic Temperature Control Service & Repair, and that the Board President and/or the Chief Operating Officer or his designee is hereby authorized to execute any and all necessary documents to effectuate participation in Three Village Central School District Bid #B20-003 for Automatic Temperature Control Service & Repair.

(Listing referred to is designated as Encl. 9.1.5 and is incorporated with the official minutes of this meeting.)

Personnel

Instructional Personnel

Mrs. Herz moved, Mr. Sales seconded, and the Board voted unanimously to approve Instructional Personnel matters, agenda items 9.2.1 as follows:

All Instructional personnel matters listed on the 5-page Instructional Report dated October 13, 2020 (Encl. 9.2.1) is incorporated with the official minutes of this meeting.

Supplementary Services

Mrs. Herz moved, Mr. Sales seconded, and the Board voted unanimously to approve Supplementary Services, agenda items 9.2.2 as follows:

All items listed on the 9-page Supplementary Services Report dated October 13, 2020 (Encl. 9.2.2) is incorporated with the official minutes of this meeting.

Non-Instructional Personnel

Mrs. Herz moved, Mr. Sales seconded, and the Board voted unanimously to approve Non-Instructional Personnel matters, agenda items 9.2.3 as follows:

All Non-Instructional Personnel matters listed on the 4-page Non-Instructional Report dated October 13, 2020 (Encl. 9.2.3) is incorporated with the official minutes of this meeting.

Other Action Items

Approval of Disposition of Surplus Property [R]

The Board voted unanimously to approve the Disposition of Surplus Property on motion of Mr. Wunsch, seconded by Mrs. Herz as follows:

WHEREAS, Western Suffolk BOCES has certain equipment and materials which have been deemed surplus or obsolete and are of no use to Western Suffolk BOCES; and

WHEREAS, these items have also been deemed to have no resale value and have been declared valueless; and

WHEREAS, according to Policy #4420, no surplus property may be disposed of without the recommendation and authorization of the District Superintendent, or his designee, and the approval of the Board;

THEREFORE, BE IT RESOLVED, that the Board hereby approves the disposition of this surplus property as listed on the attached.

(Listing referred to is designated as Encl. 9.3.1 and is incorporated with the official minutes of this meeting.)

Designation of Voting Delegate REFIT 2020 Annual Meeting [R]

On motion of Mr. Wunsch, seconded by Mrs. Herz, the Board voted unanimously for Designation of Voting Delegate REFIT 2020 Annual Meeting as follows:

BE IT RESOLVED that Jeannette Santos, President of the Western Suffolk BOCES Board of Education, has been designated as its voting delegate for the Annual Meeting of the Reform Educational Financing Inequities Today to be held virtually at 7:00 p.m. on Monday, October 26, 2020.

(Listing referred to is designated as Encl. 9.3.2 and is incorporated with the official minutes of this meeting.)

Designation of Voting Delegate NYSSBA 2020 Annual Business Meeting [R]

On motion of Mr. Wunsch, seconded by Mrs. Herz, the Board voted unanimously for Designation of Voting Delegate NYSSBA 2020 Annual Business Meeting as follows:

BE IT RESOLVED that Jeannette Santos, Board President of the Western Suffolk BOCES Board of Education, has been designated as the voting delegate for the Annual Business Meeting of the New York State School Boards Association to being held virtually at 8:30 a.m. on Saturday, October 31, 2020.

(Listing referred to is designated as Encl. 9.3.3 and is incorporated with the official minutes of this meeting.)

Resolution Authorizing Adoption of Retention and Disposition Schedule for New York State Local Government Records (LGS-1) [R]

On motion of Mr. Wunsch, seconded by Mrs. Herz, the Board voted unanimously for Resolution Authorizing Adoption of Retention and Disposition Schedule for New York State Local Government Records (LGS-1) as follows:

RESOLVED, By the Board of Cooperative Educational Services of the Second Supervisory District that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein, and

FURTHER RESOLVED, that in accordance with Article 57-A: (a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

(Listing referred to is designated as Encl. 9.3.4 and is incorporated with the official minutes of this meeting.)

Amendment to Lease Agreement Between Western Suffolk BOCES and Deer Park UFSD [R]

On motion of Mr. Wunsch, seconded by Mrs. Herz, the Board voted unanimously for Amendment to Lease Agreement Between Western Suffolk BOCES and Deer Park UFSD as follows:

WHEREAS, the Parties entered into a certain Lease Agreement regarding premises comprising approximately 19,258 sq. ft. in the Lessor's facility commonly known as the Lincoln School, located at 300 Park Avenue, Deer Park, NY 11729, and

WHEREAS, the said Lease Agreement did not include the latest insurance requirements by the Lessor's underwriter, the New York Schools Insurance Reciprocal ("NYSIR") which were subsequently received, and

WHEREAS, NSYIR is also the Lessee's underwriter, and

WHEREAS, the parties wish their Lease Agreement to reflect NYSIR's most recent insurance coverage recommendations, and

WHEREAS, the Lessee has expressed a desire to utilize the playground at the premises while its students are in attendance.

THEREFORE, BE IT RESOLVED, that the Board President is authorized to sign an amendment to Lease Agreement with the Deer Park School District for the lease of the Abraham Lincoln School effective September 1, 2020.

(Listing referred to is designated as Encl. 9.3.5 and is incorporated with the official minutes of this meeting.)

Authorization to Accept Donated Equipment and Supplies [R]

On motion of Mr. Wunsch, seconded by Mrs. Herz, the Board voted unanimously for Authorization to Accept Donated Equipment and Supplies as follows:

WHEREAS, Western Suffolk BOCES has received an offer from Ronald Denenberg, Renaissance Studio LTD, 39 West Main Street, Smithtown, NY 11787 to donate 32 (thirty-two) instructional video tapes to be used by the students attending the Professional Photography Program at the Wilson Tech Dix Hills Campus; and

WHEREAS, Western Suffolk BOCES students would benefit from these donations; and

WHEREAS, according to Policy #4420, all donations of equipment, materials and property shall be presented to the Board for acceptance,

NOW THEREFORE BE IT RESOLVED that the Board hereby approves the acceptance of the donated supplies and equipment as listed above and authorizes the Chief Operating Officer to execute the donation agreement as requested by the donor.

(Listing referred to is designated as Encl. 9.3.6 and is incorporated with the official minutes of this meeting.)

OLD BUSINESS

NEW BUSINESS

Adoption of Revised Western Suffolk BOCES Organization Chart – #3221 Administration

On motion of Mr. Wunsch, seconded by Mr. Sales, as per Policy #1410, the Board unanimously agreed to waive the first read of policies #3221 Administration Organization Chart and simultaneously agreed to adopt the revised policy.

(Listing referred to is designated as Encl. 11.1 and is incorporated with the official minutes of this meeting.)

ADJOURNMENT

At 8:14 p.m. there being no further business items for discussion, the meeting was adjourned on motion by Mr. Kaden and seconded by Mrs. Herz.

UPCOMING EVENTS

DATE	EVENT	ATTENDEES
10/26/20	REFIT Annual Dinner Meeting Monday, <i>Virtual Meeting</i>	J. Santos
10/20/20-10/31/20	NYSSBA Annual Convention and Education Expo, Two Week <i>Virtual Event</i>	
4/10/21 - 4/12/21	National School Boards Association Convention, Sat. – Mon., New Orleans	

Enclosures:

Safe & Smart Restart, *September 2020*

Class of 2019, “*Success After Tech*”

EAP Pathways, *October 2020*

EAP Pathways, *Supervisors, October 2020*

NYSSBA Update, *September 20, 2020*

NYSSBA Update, *September 27, 2020*

NYSSBA Area Director Update, *October 1, 2020*
Dear Colleague Letter Sent to Staff, *September 18, 2020*
Dear Colleague Letter Sent to Staff, *September 23, 2020*
Dear Colleague Letter Sent to Staff, *October 2, 2020*
Dear Colleague Letter Sent to Staff, *October 6, 2020*
Babylon Beacon, Amityville Record, Massapequa Post – *“Free and Reduced School Meal Policy”*
Separation Notifications
Sick & Vacation Balances – Unrepresented Staff
Thank You Letter to Board of Education, Van Nostrand and Martin, *August 24, 2020*
2020-21 Western Suffolk BOCES District Calendar
2020-21 Updated Western Suffolk BOCES Component District Superintendents
Sympathy Card
Thank You Card
NYS Division of the Budget Release, *September 14, 2020*



Joanne Klein
District Clerk