



**January 13, 2026**

Meeting Type: Regular Meeting

Date: Tuesday, January 13, 2026

Start Time: 5:30 p.m. Eastern Standard Time

Location: Central Administrative Office

**Roll Call – (Attendees Noted by District Clerk)**

Present were:

**Board Members**

- Brian J. Sales, (President)
- Mary Ellen Cunningham, (Vice President) (via videoconferencing)
- Debbie Adams-Kaden
- Ilene Herz, Esq.
- Jeannette Santos
- Robert Scheid
- Peter Wunsch (via videoconferencing)

**Ex Officio Student Board Members**

- Emily Gallo

**BOCES Staff**

- Michael Flynn (Chief Operating Officer)
- April Poprilo (District Superintendent)
- Warren Taylor (Chief Financial Officer)
- Lorraine Hein (Director of Business)

- Christina Anderson (Asst. Director of Business)
- Joanne Klein (District Clerk)
- Nancy Fischetti (Public Relations Director)
- Diana Santiago (Exec. Dir. – Career and Tech. Education)
- Carolyn Reilly (Principal)
- Nancy Wilson (Exec. Dir. – Special Education)
- Alison Quinlan (Asst. Dir. – Special Education)
- Staff Members

### **Call to Order (Board President)**

The Regular Meeting was called to order at 5:30 p.m. by Board President, Mr. Sales.

### **EXECUTIVE SESSION**

At this time a motion to move into Executive Session to discuss the performance of a particular person was made by Mr. Scheid, seconded by Mrs. Santos. At 7:00 p.m. the Board unanimously agreed to adjourn Executive Session and move into the Regular Meeting on motion made by Mr. Scheid, seconded by Mrs. Santos.

### **REGULAR MEETING/Pledge of Allegiance**

The Regular meeting of the Board resumed at 7:03 p.m. Mr. Sales led the audience in the Pledge of Allegiance.

### **Visitors: ACKNOWLEDGMENT OF VISITORS BY PRESIDING OFFICER**

Mr. Sales invited anyone present in the audience who wished to address the Board to please step forward and state their name and address. No one present wished to address the Board.

### **Approval of Minutes Regular Meeting – December 9, 2025**

The minutes of the Regular Meeting of December 9, 2025 were approved unanimously on motion of Mrs. Herz and seconded by Mrs. Santos.

### **Program Presentation**

Wilson Tech Guidance Advisory Committee – Mr. Chris Kelly, Chairperson

Mr. Flynn introduced Ms. Santiago, Executive Director, CTE. Ms. Santiago then introduce Mr. Chris Kelly.

Mr. Kelly summarized for the Board the Wilson Tech Guidance Advisory Committee report. Mr. Kelly mentioned that with the support of the WS BOCES component school districts, the Board and the Copiague Fire Department, NYSED approved the Fire Science program. Mr. Kelly thanked the Board for their continued support.

Mr. Sales thanked Mr. Kelly for this report.

### **Treasurer's Report**

The Board acknowledged receipt of the Treasurer's Report indicating balances in the various financial accounts as of November 2025. (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 December 3, 2025 to December 30, 2025 for expenditures totaling \$35,195,170.98. (Copies incorporated with the official minutes of this meeting.)

## **EXECUTIVE OFFICER'S REPORTS**

### Ex Officio Student Board Members

Emily Gallo spoke regarding the following events and reporting on all four campuses in Jeffrey's absence due to illness:

- Cell Phone Ban on all four campuses and its effect / benefits for students

### District Superintendent – Comments/Events

Mrs. Poprilo discussed the following topics:

- BOCES of NYS 2026 Legislative Priorities – Follow up
- Board of Regents – 2026 Legislative Priorities
- Local/Regional Highlight: Hauppauge Industrial Association (HIA) LI – Education/Workforce Connection Committee Presentation
- Highlight from Instructional Support Services: Team Capacity Building

### Chief Operating Officer Report – Comments/Events

Mr. Flynn discussed the following items:

- Ex Officio Student Board Members – Emily thank you for your report.
- Foundation Aid

- SCSSA follow-up
- Zero Admission School Buses
- Universal Pre K
- Charter School Funding

The Award of grants were noted.

#### Chief Financial Officer – Update of Capital Projects

Mr. Taylor introduced Mrs. Lorraine Hein, who presented the report to the Board. Mrs. Hein discussed the status of the projects and reported that 19 projects are in design, two have been submitted to NYSED, one project has been at NYSED to HHH, 29 are in the contracting phase, 19 projects are in progress or scheduled, two projects have been completed for a total of 72 projects. Over the break a total of five projects were completed.

Mr. Sales inquired on the NYSED approval process and if it has improved.

Mrs. Hein stated that it has improved a little.

### **ITEMS FOR BOARD ACTION**

#### **Business Administration Matters**

##### **Approval of Budget Adjustments January 2025-26**

On motion by Mrs. Adams-Kaden, seconded by Mr. Scheid, the Board voted unanimously for approval of the 2025-26 budget adjustments/transfers for January 2026 in the following programs:

Encumbrances/Differed Revenue  
Center for Learning Technology  
Instructional Support  
WIOA Title II - Adult Education & Lit 1104  
WIOA Title II - Adult Education & Lit 1402

Outdoor Learning Lab  
Services Other BOCES  
Center for Learning Technology  
WIOA Title II - Adult Education & Lit 1401

(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. Mrs. Adams-

Kaden motioned, seconded by Mr. Scheid, the Board voted unanimously to approve awards to the lowest bidders meeting specifications as listed on the schedule dated January 13, 2026.

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

**Resolution to Participate in Smithtown Central District Bid for Underground Water Distribution System – Installation, Maintenance & Repair Bid #21/22-14 [R]**

On motion by Mrs. Adams-Kaden, seconded by Mr. Scheid, the Board voted unanimously for Resolution to Participate in Smithtown Central District Bid for Underground Water Distribution System – Installation, Maintenance & Repair Bid #21/22-14 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 Smithtown Central School District Bid for Underground Water Distribution System – Installation, Maintenance & Repair Bid #21/22-14 effective term 05/26/22 – 05/25/23 with four one-year renewals and anticipated duration 05/25/27 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 Smithtown Central School District Bid #21/22-14 for Underground Water Distribution System – Installation, Maintenance & 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 Smithtown Central School District Bid #21/22-14 for Underground Water Distribution System – Installation, Maintenance & Repair.

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

**Resolution to Participate in Southern Westchester BOCES Custodial Supplies Bid #SWB-2024-25-C07 [R]**

On motion by Mrs. Adams-Kaden, seconded by Mr. Scheid, the Board voted unanimously for Resolution to Participate in Southern Westchester BOCES Custodial Supplies Bid #SWB-2024-25-C07 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 Southern Westchester BOCES Bid #SWB-2024-25-C07 effective term 04/1/25 – 03/31/26 with two one-year renewals and anticipated duration 03/31/28 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 Southern Westchester BOCES Bid # SWB-2024-25-C07 for Custodial Supplies 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 Southern Westchester BOCES Bid # SWB-2024-25-C07 for Custodial Supplies.

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

**Personnel**

**Instructional Personnel**

Mrs. Herz moved and Mr. Wunsch 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 4-page Instructional Report dated January 13, 2026 (Encl. 9.2.1) is incorporated with the official minutes of this meeting.

### **Supplementary Services**

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

All items listed on the 12-page Supplementary Services Report dated January 13, 2026 (Encl. 9.2.2) is incorporated with the official minutes of this meeting.

### **Non-Instructional Personnel**

Mrs. Herz moved and Mr. Wunsch 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 3-page Non-Instructional Report dated January 13, 2026 (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 Mrs. Santos, seconded by Mrs. Cunningham 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.)

**Authorization for Agreement with College Board [R]**

On motion of Mrs. Santos, seconded by Mrs. Cunningham, the Board voted unanimously for Authorization for Agreement with College Board as follows:

WHEREAS, Western Suffolk BOCES requires agreements to provide support, instructional materials, access to College Board Advanced Placement (AP) program and

WHEREAS, Western Suffolk BOCES component districts wish to offer access and programs to students;

WHEREAS, these items were previously obtained through processes consistent with then current Board policy

BE IT RESOLVED, that the Western Suffolk Board of Education is hereby authorized to authorize the agreement for the 2025-2026 fiscal year for the vendor listed below and at the estimated amount indicated:

Vendor	Amount
College Board- AP testing program	\$200,000

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

**Authorization for Affiliation Agreement with Sunshine Physical Therapy [R]**

On motion of Mrs. Santos, seconded by Mrs. Cunningham, the Board voted unanimously for Authorization for Affiliation Agreement with Sunshine Physical Therapy as follows:

WHEREAS, an agreement between Western Suffolk BOCES and Sunshine Physical Therapy has been developed for the purpose of providing education for Western Suffolk BOCES students enrolled in the Physical Therapy Aide program;

WHEREAS, both parties believe this agreement to be in the interests of the Western Suffolk BOCES secondary students participating;



THEREFORE, BE IT RESOLVED, that the Chief Operating Officer of Western Suffolk BOCES is hereby authorized to execute the necessary agreement to be effective November 24, 2025 and shall remain in force unless terminated by either party. Either party may terminate said agreement upon written notice to the other party six months in advance.

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

**Approval of Multi-Year Technology Agreement with Northport UFSD [R]**

On motion of Mrs. Santos, seconded by Mrs. Cunningham, the Board voted unanimously for Approval of Multi-Year Technology Agreement with Northport UFSD as follows:

WHEREAS, the Division of Instructional Support Services has been working with Northport-East Northport School District on the development of a long-range technology plan; and

WHEREAS, the district has adopted this plan for implementation and has requested Western Suffolk BOCES to provide the service appropriate to this plan;

THEREFORE, BE IT RESOLVED that the District Superintendent and District Clerk are hereby authorized to execute service agreements for the amounts listed plus cost of related financing

School District	Time	Amount
Northport-East Northport	5 Year	\$324,093

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

**Authorization to Accept Scholarship Donation – Smith [R]**

On motion of Mrs. Santos, seconded by Mrs. Cunningham, the Board voted unanimously for Authorization to Accept Scholarship Donation – Smith as follows:

WHEREAS, Ms. Susan Smith, 901 Broom Street, Fernandina Beach, FL 32034-3352, has offered to fund a scholarship; and

WHEREAS, the scholarship would recognize a student or students in the Career & Technical Adult program; and

WHEREAS, such a scholarship would benefit the students and is endorsed by the administration of the program;

THEREFORE, BE IT RESOLVED, that the Western Suffolk BOCES accept the donation in the amount of \$5,000 to fund this scholarship program.

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

#### **Authorization to Accept Donation of Equipment and Supplies [R]**

On motion of Mrs. Santos, seconded by Mrs. Cunningham, the Board voted unanimously for Authorization to Accept Donation of Equipment and Supplies as follows:

WHEREAS, Western Suffolk BOCES has received an offer from John Newman, Esq, 6268 Jericho Turnpike, Suite 7, Commack, NY 11725 to donate various tools to be used by the students attending the Automotive Tech Program at Wilson Tech Northport 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, and

THEREFORE, BE IT RESOLVED, that the Board hereby approves the acceptance of the donated supplies and equipment as listed above.

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

#### **OLD BUSINESS**

#### **EXECUTIVE SESSION**

At 7:41 pm a motion was made to move back into Executive Session by Mrs. Herz, seconded by Mr. Scheid for a discussion regarding the performance of a particular person.

#### **ADJOURNMENT**

At 8:54 p.m. there being no further business items for discussion, the meeting was adjourned on motion by Mrs. Herz and seconded by Mr. Scheid.

### **UPCOMING EVENTS**

<b>DATE</b>	<b>EVENT</b>	<b>ATTENDEES</b>
1/22/26	N-SSBA/ NCCSS/ SCSSA Joint Conference, Hilton Long Island/Huntington - Melville, NY, Thursday, 6:00 pm	B. Sales
2/6/26	WS BOCES Legislative Program, Wheatley Heights	
3/6/26	REFIT Legislative Breakfast, Fri., WS BOCES Conference Center, Wheatley Heights 9:00 am to 11:00 am	
3/23/26	SCOPE's 25 <sup>th</sup> Annual School District Awards Dinner. Villa Lombardi's, Holbrook	
4/10/26 - 4/12/26	National School Boards Association Convention, Fri – Sun, San Antonio, TX	

**Enclosures:**

EAP Pathways, *December 2025*  
EAP Pathways, Supervisors, *December 2025*  
NYSSBA Update, *December 14, 2025*  
NYSSBA Update, *December 21, 2025*  
NYSSBA Advocacy Update, *December 21, 2025*  
NYSSBA Advocacy Update, *December 23, 2025*  
NYSSBA Area Director Update, *January 5, 2026*  
REFIT Save the Date, Legislative Breakfast  
Thank You Letter, Van Nostrand & Martin, *December 23, 2025*




---

Joanne Klein  
District Clerk