



March 10, 2020

Meeting Type: Regular Meeting

Date: Tuesday, March 10, 2020

State Time: 6:25 p.m.

Location: Central Administrative Offices

Roll Call – (Attendees Noted by District Clerk)

Present were:

Board Members

- Salvatore Marinello (President)
- Jeannette Santos (Vice President)
- Ilene Herz, Esq.
- Brian J. Sales
- Maryann Zumpano

BOCES Staff

- Michael Flynn (Chief Operating Officer)
- 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)
- Staff Members

Absent:

Board Member

- Peter Wunsch

BOCES Staff

- Angelique Johnson-Dingle

Call to Order (Board President)

The Regular Meeting was called to order at 6:27 p.m. by Board President, Mr. Marinello.

EXECUTIVE SESSION

At this time a motion was made to move into Executive Session to discuss personnel matters involving two particular staff members by Mrs. Herz, seconded by Mrs. Santos. At 7:02 p.m. the Board unanimously agreed to adjourn Executive Session and move into the Regular Meeting on motion made by Mrs. Herz, seconded by Mrs. Santos.

REGULAR MEETING/Pledge of Allegiance (Board President)

The Regular meeting of the Board resumed at 7:04 p.m. Mr. Marinello led the audience in the Pledge of Allegiance. Mr. Marinello asked all in attendance to observe a moment of silence in memory of Mrs. Mildred Browne, retired Board Trustee of Western Suffolk BOCES.

Visitors: ACKNOWLEDGMENT OF VISITORS BY PRESIDING OFFICER

Mr. Marinello 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 – February 11, 2020

The minutes of the Regular Meeting of February 11, 2020 were approved unanimously on motion of Mrs. Santos, seconded by Mrs. Zumpano.

Program Presentation

Internal Audit Report to the Board

Draft Risk Assessment Update Report – The Audit Committee Meeting was held and Internal Auditors Don Hoffmann and Rich Coffey of Cullen and Danowski presented the draft Risk Assessment Update Report.

Mr. Hoffmann and Mr. Coffey mentioned the detailed audit work which is done in May and June. They explained interviews with staff in and out of the Business Office are performed. The results of the audit have been seen. Overall attention has been given to each recommendation.

Proposed 2020-21 Budget Draft

Mr. Flynn discussed the proposed Administrative and Capital Charges for the 2020-21 school year. The proposed charges for 2020-21 are under the 2% tax cap. This information has been shared with the school district Superintendents and Business Officials. The feedback from the school districts has been consistently supportive of our efforts.

Treasurer's Report

The Board acknowledged receipt of the Treasurer's Report indicating balances in the various financial accounts as of January 31, 2019. (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 February 4, 2020 to March 2, 2020 for expenditures totaling \$19,375,989.12. (Copies incorporated with the official minutes of this meeting.)

EXECUTIVE OFFICER'S REPORTS

District Superintendent – Comments/Events

Mrs. Johnson-Dingle was unable to attend this meeting.

Chief Operating Officer Report – Comments/Events

Mr. Flynn mentioned Mrs. Johnson-Dingle was unable to attend this evening's meeting. Mr. Flynn spoke about the NYSED and DOH coronavirus recommendations. The first case in our area has been identified. Suffolk County has created a portal for school districts to submit reports. Mr. Flynn stated the administrators have been trained on the use of the portal.

Many cancellations have been coming in regarding the coronavirus outbreak. The REFIT Legislative Program has been canceled as well as the SCOPE Annual Awards Dinner. In discussion with the Board, the WS BOCES

Annual PTA Dinner should be canceled as well.

Mr. Flynn then discussed on the incoming nominations from component school districts. Congratulations to Mrs. Santos and Mr. Wunsch who have been nominated for reelection. In addition to the nomination for Mrs. Santos and Mr. Wunsch, we received a nomination from S. Huntington School District, nominating Mr. James Kaden. Mr. Kaden served on the South Huntington School District Board of Education for over 20 years and served as President of that Board for almost 20 years. Nominations are being accepted until Friday, March 20, 2020.

Chief Financial Officer – Update of Capital Projects

Mr. Taylor updated the Board on the Report of Capital Projects. There were several projects planned over February break which were completed on time. Mr. Taylor stated they continue to slate projects for the spring break in addition to several roofing projects which are on the table.

ITEMS FOR BOARD ACTION

Business Administration Matters

Approval of Budget Adjustments – March 2019/20

On motion by Mr. Sales, seconded by Mrs. Zumpano, the Board voted unanimously for Approval of Budget Adjustments – March 2019/20 in the following programs:

Special Ed District Class Option 3	Outdoor Learning Lab
Distance Learning	Center for Learning Technology
School Improvement for Stds. Implementation	Library Automation
Model Schools	Center for Learning Technology
Internal Computer Support	

(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. Sales moved, Mrs. Zumpano seconded, and the Board voted unanimously to approve awards to the lowest bidders meeting specifications as listed on the schedule dated March 10, 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. Sales, seconded by Mrs. Zumpano, the Board voted unanimously for Authorization to Participate in Omnia Partners [R] 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 #151148 Janitorial & Sanitation Products, Supplies & Related 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 #151148 Janitorial & Sanitation Products, Supplies & Related 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 #151148 Janitorial & Sanitation Products, Supplies & Related Services.

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

Personnel

Instructional Personnel

Mr. Sales moved, Mrs. Zumpano 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 March 10, 2020 (Encl. 9.2.1) is incorporated with the official minutes of this meeting.

Supplementary Services

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

All items listed on the 10-page Supplementary Services Report dated March 10, 2020 (Encl. 9.2.2) is incorporated with the official minutes of this meeting.

Non-Instructional Personnel

Mr. Sales moved, Mrs. Zumpano 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 2-page Non-Instructional Report dated March 10, 2020 (Encl. 9.2.3) is incorporated with the official minutes of this meeting.

Approval of Post-Retirement Health Insurance Agreements [R]

On motion by Mr. Sales, seconded by Mrs. Zumpano, the Board voted unanimously for Approval of Post-Retirement Health Insurance Agreements [R] as follows:

WHEREAS, various collective bargaining agreements require the Board to provide written agreements to retiring employees covering the conditions under which those retirees will continue to receive health insurance and,

WHEREAS, the board has adequately funded the cost of post-retirement benefits through current year appropriations and reserve funds for future year costs, then it is

THEREFORE, BE IT RESOLVED, that the President of the Board be authorized to execute the required agreements with the employees listed below who have resigned for the purpose of retirement,

Thomas Cass
Erma Clay

Jacqueline Gordon
Mary R. Hanley
Deanna Lomanto
Karen Schmid
Deborah Seltzer
Linda May Simonsen

(Listing referred to is designated as Encl. 9.2.4 and is incorporated with the official minutes of this meeting.)

Authorization of Agreement with Unit 12 Member [R]

On motion by Mr. Sales, seconded by Mrs. Zumpano, the Board voted unanimously for Authorization of Agreement with Unit 12 Member as follows:

WHEREAS, a Special Education Aide covered by the Unit 12 bargaining agreement; has been assigned to home due to job performance issues pursuant to education law Section 913, and

WHEREAS, said employee has been medically examined by health care professionals at the behest of Western Suffolk BOCES, and

WHEREAS, this employee has been deemed eligible to return to work by medical professionals pursuant to the terms of the agreement, and

WHEREAS, the parties have negotiated the terms the agreement, and

THEREFORE, BE IT RESOLVED that the Chief Operating Officer be authorized to execute the agreement with Employee No. 03103, the Unit 12 Special Education Aide as set forth in the Agreement.

(Listing referred to is designated as Encl. 9.2.5 and 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. Sales, seconded by Mrs. Zumpano 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 to Accept of Donation – Avalon Park and Preserve, Inc. [R]

On motion of Mr. Sales, seconded by Mrs. Zumpano, the Board voted unanimously for Authorization to Accept of Donation – Avalon Park and Preserve, Inc. as follows:

WHEREAS, Western Suffolk BOCES has received a Letter of Intent for the funding of the Beaked Whale Skeleton Project for an amount not to exceed \$9,850.00. This donation is from the Board of Directors of Avalon Park & Preserve, Inc. This will provide funding for a Whale Skeleton for the Lobby of the new Sunken Meadow State Park building.

WHEREAS, the Avalon Park & Preserve Foundation is a 501[c]3 organization that was founded on behalf of the friends & family of Paul Alexander Simmons as a tribute to his life and as a vehicle for providing benefits to the community in his memory. To this end, the foundation has been an avid proponent of supporting programs that serve to engage children with the natural world; and

WHEREAS, upon completion of the program, a final paid invoice, with proof of payment, the Avalon Park & Preserve will issue a check to Western Suffolk BOCES for the cost of the project, up to \$9,850.00.

WHEREAS, according to Policy #4420, all donations of funds shall be presented to the Board for acceptance;

THEREFORE, BE IT RESOLVED that the Board hereby approves the acceptance of the donated funds at the March 10, 2020 board as listed below:

Avalon Park and Preserve, Inc.
Elizabeth Williamson, Chief Financial Officer
200 Harbor Road
Stony Brook, NY 11790
(631) 689-0619

Letter of Intent for the support of the Beaked Whale Skeleton Project
Amount of donation not to exceed \$9,850.00.

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

Authorization for Approval of Articulation Agreements – Long Island University [R]

On motion of Mr. Sales, seconded by Mrs. Zumpano, the Board voted unanimously for Authorization for Approval of Articulation Agreements – Long Island University as follows:

WHEREAS, agreements between Western Suffolk BOCES and Long Island University have been developed for the purpose of Dual Credit Courses in Fashion Merchandising and Design for Western Suffolk BOCES students participating in Long Island University educational programs, and;

WHEREAS, said agreement would be beneficial to the students participating;

THEREFORE, BE IT RESOLVED, that the Chief Operating Officer be authorized to execute said collaborative agreements with Long Island University.

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

Authorization for Articulation Agreement – SUNY Canton [R]

On motion of Mr. Sales, seconded by Mrs. Zumpano, the Board voted unanimously for Authorization for Articulation Agreement – SUNY Canton as follows:

WHEREAS, agreements between Western Suffolk BOCES and SUNY Canton has been developed for the purpose

of providing instruction for Certified Personal Trainer, Computer Game Design and HVAC courses for Western Suffolk BOCES students participating in SUNY Canton's educational programs;

WHEREAS, said agreement would be beneficial to the students participating;

THEREFORE, BE IT RESOLVED that the Chief Operating Officer be authorized to execute said agreements with SUNY Canton. These agreements will become effective as of February 1, 2020 and shall continue through January 31, 2025.

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

Acceptance of Donations for School Library System Conference [R]

On motion of Mr. Sales, seconded by Mrs. Zumpano, the Board voted unanimously for Acceptance of Donations for School Library System Conference as follows:

WHEREAS, Western Suffolk BOCES has received donations toward the operational expense for the Western Suffolk BOCES' School Library System's 5th Leadership & Information Symposium – "Celebrate Our Successes!".

WHEREAS, this event will take place May 13, 2020 at the Wheatley Heights Conference Center, from 8:30 am to 2:30 pm.

WHEREAS, component school districts would benefit from the reduction in registration fees that the acceptance of these donations will allow, and;

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

THEREFORE, BE IT RESOLVED that the Board hereby approves the acceptance of the donated funds as listed below:

Bound to Stay Bound Books, Inc.
1880 West Morton Avenue
Jacksonville, IL 62650

Rep.: Jeff Meskill
Phone: 800 637 6586 x. 3531
Amount of Check: \$150.00

Capstone
1710 Roe Crest Drive
North Mankato, MN 56003
Rep.: Aurelia Cardamone
Email: rail520@optonline.net
Amount of Check: \$150.00

JOVE (Journal of Visualized Experiments)
1 Alewife Center
Suite # 200
Cambridge, MA 02140
Rep.: Stacey Davis
Phone: 617 812 6713
Amount of Check: \$150.00

Follett School Solutions, Inc.
1340 Ridgeview Drive
McHenry, IL 60050
Rep.: Peter Nasta
Phone: 708 884 4445
Amount of Check: \$150.00

Gumdrop Books
802 N. 41st Street
PO Box 505
Bethany, MO 64424-0505
Rep.: Jim Hopper
Phone: 585 303 8325
Amount of Check: \$150.00

Mackin Educational Resources
350 County Road 42
West Burnsville, MN 55306
Rep.: Jessica Gottlieb
Phone: 952 895 9540
Amount of Check: \$150.00

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

Approval of Agreement with 3D Aviation, Inc. D.B.A. Nassau Flyers [R]

On motion of Mr. Sales, seconded by Mrs. Zumpano, the Board voted unanimously for Approval of Agreement with 3D Aviation, Inc. D.B.A. Nassau Flyers as follows:

WHEREAS, Western Suffolk BOCES desires to provide Flight Instruction to students in the Aviation Science/Flight Program offering; and

WHEREAS, Western Suffolk BOCES insists that flight instruction contractor maintains appropriate levels of insurance as determined by the BOCES insurance contractor and NYSIR;

THEREFORE, BE IT RESOLVED that Western Suffolk BOCES Board of Education authorizes the Chief Operating Officer to sign a Memorandum of Understanding and Agreement with 3D Aviation, Inc. D.B.A. Nassau Flyers, Inc. for the provision of flight instruction to students in the Aviation Science/Flight Program for the period September 2020 – June 2021.

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

OLD BUSINESS

On motion of Mr. Sales, seconded by Mrs. Zumpano, the Board unanimously voted for Approval of WS BOCES Board of Education Meeting Dates for 2020-21.

(Listing referred to is designated as Encl. 10.1 and is incorporated with the official minutes of this meeting.)

NEW BUSINESS

ADJOURNMENT

At 7:26 p.m. there being no further business items for discussion, the meeting was adjourned on motion by Mrs. Zumpano and seconded by Mrs. Herz.

UPCOMING EVENTS

DATE	EVENT	ATTENDEES
3/13/20	REFIT Legislative Program, Friday, 9:00-11:00 am, WSB Conference Center, Wheatley Heights	J. Santos
3/19/20	PTA Night, Thursday, 6:30 pm, Wilson Tech, Dix Hills	I. Herz, J. Santos
3/23/20	SCOPE's Annual School District Awards Dinner, Monday, Villa Lombardi's, Holbrook, NY	S. Marinello, J. Santos, M. Zumpano
4/4/20 - 4/6/20	National School Boards Association Convention, Sat. Mon., Chicago, IL	S. Marinello, B. Sales

Enclosures:

EAP Pathways, *February 2020*

EAP Pathways for Supervisors, *February 2020*

NYSSBA Advocacy Alert *February 19, 2020*

NYSSBA Area Director Update, *March 4, 2020*

Separation Notices

Letter Sent Home to Parents, Adult Students and Staff, *March 5, 2020*

Tribute to Mildred E. Browne



Joanne Klein
District Clerk