



September 8, 2026

Meeting Type: Regular Meeting

Date: Tuesday, September 8, 2026

State Time: 5:30 p.m.

Location: Central Administrative Offices

Roll Call – (Attendees Noted by District Clerk)

Present were:

Board Members

- Brian J. Sales, (President)
- Debbie Adams-Kaden, (Vice President)
- Ilene Herz, Esq.
- Josephine Martino
- Robert Scheid
- Peter Wunsch (via videoconferencing)

Student Ex Officio Board Members

- Erin Levy
- Aylin Meraz-Akarsu

BOCES Staff

- Michael Flynn, Chief Operating Officer
- Dr. Hugh Gigante (Exec. Dir. – Personnel)

- Warren Taylor (Chief Financial Officer)
- Lorraine Hein (Director of Business)
- Joanne Klein (District Clerk)
- Erin Niemczyk (Public Relations Director)
- Diana Santiago (Exec. Dir. – Career and Tech. Education)
- Carolyn Reilly (Principal)
- Nancy Wilson (Exec. Dir. - DISS)
- Alison Quinlan (Exec. Dir. – Special Education)
- Kim Cooper (Asst. Dir. – Special Education)
- Staff Members

Absent

- Larry Leaven, Interim District Superintendent
- Jeannette Santos

Call to Order/Pledge of Allegiance (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 ongoing negotiations with Unit I and Unit VII was made by Mrs. Herz, seconded by Mr. Scheid. At 7:05 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. Scheid.

REGULAR MEETING

The Regular meeting of the Board resumed at 7:07 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 – August 4, 2026

The minutes of the Regular Meeting of August 4, 2026 were approved unanimously on motion of Mrs. Herz and seconded by Mr. Scheid.

Approval of Minutes Regular Meeting – August 25, 2026

The minutes of the Regular Meeting of August 25, 2026 were approved unanimously on motion of Mrs. Herz and seconded by Mr. Scheid.

Program Presentation

Regional Summer School

Mr. Flynn discussed and mentioned BOCES runs an extensive Regional Summer School program.

Nancy Wilson, Executive Director, DISS, spoke regarding the Regional Summer School program mentioning the program was housed at the North Babylon and Huntington School Districts. The program had over 1,000 participants and additionally over 3,000 students registered take the Regents exam only.

Mr. Sales thanked Ms. Wilson and the North Babylon and Huntington School Districts.

Opening of School Update

Diana Santiago, Executive Director, CTE updated the Board on current enrollment numbers and waitlisted students. The FAA gave approval for use of our flight simulator. This will help with our students with their flight hours. Ms. Santiago also spoke of the Fire Science program implemented last year.

Alison Quinlan, Executive Director, Special Education discussed the start of 11 programs and 800 students are waiting for their CSE meetings to happen.

Western Suffolk BOCES 2025/26 Accomplishments

Mr. Flynn highlighted for the Board the 2025/26 Accomplishments report included in the Board packet. Ms. Nancy Wilson, Executive Director, DISS, Ms. Diana Santiago, Executive Director, CTE and Ms. Alison Quinlan, Executive Director, Special Education discussed and highlighted the 2025/26 Accomplishments related to student achievement, curriculum, staff development, communications, component school district relations and facilities accomplishments pertaining to their respective divisions.

Treasurer's Report

The Board acknowledged receipt of the Treasurer's Report indicating balances in the various financial accounts as of July 31, 2026. (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 July 25, 2026 to August 27, 2026 for expenditures totaling \$14,678,307.39. (Copies incorporated with the official minutes of this meeting.)

EXECUTIVE OFFICER'S REPORTS

Ex Officio Student Board Members

Aylin Meraz-Akarsu highlighted the first few days of school. It was nice to see friends from last year. This year she will run for President of the Wilson Tech Dix Hills campus, additionally she will compete in SkillsUSA competition.

Erin Levy highlighted what she is looking forward to. Erin is looking forward to building on her skills in cosmetology and gain more experience in her studies.

Interim District Superintendent – Comments/Events

Mr. Leaven was unable to attend the meeting.

Chief Operating Officer Report – Comments/Events

Mr. Flynn welcomed everyone to the Board meeting. Mr. Flynn discussed the following topics:

- Opening of School
- Search for New District Superintendent for WS BOCES
- Enrollment is up and we have waitlists in CTE and Special Education.
- Space Needs

Chief Financial Officer – Update of Capital Projects

Ms. Hein summarized the Report of Capital Projects that included 52 projects in design, 12 in bid process, 30 projects in progress, four on hold and one still open for HHH for a total of 99 projects.

ITEMS FOR BOARD ACTION

Business Administration Matters

Approval of Budget Adjustments September 2025-26

On motion by Mrs. Herz, seconded by Ms. Martino, the Board voted unanimously to approve 2025-26 budget adjustments/transfers for September 2026 in the following programs:

Distance Learning
Maintenance & Operations
Special Education

Services Other BOCES
Special Education
Internal Computer Services

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

Approval of Budget Adjustments September 2026-27

On motion by Mrs. Herz, seconded by Ms. Martino, the Board voted unanimously to approve 2026-27 budget adjustments/transfers for September 2026 in the following programs:

Center for Learning Technology
Instructional Support

Center for Learning Technology
Summer Handicapped Related Services

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

Approval of Bid Awards

The members of the Board reviewed the bid analysis presented. Mrs. Herz moved and Ms. Martino seconded, and the Board voted to approve awards to the lowest bidders meeting specifications as listed on the schedule dated September 8, 2026.

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

Personnel

Instructional Personnel

Mr. Scheid moved, Mrs. Herz 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 6-page Instructional Report dated September 8, 2026 (Encl. 9.2.1) is incorporated with the official minutes of this meeting.

Supplementary Services

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

All items listed on the 17-page Supplementary Services Report dated September 8, 2026 (Encl. 9.2.2) is incorporated with the official minutes of this meeting.

Non-Instructional Personnel

Mr. Scheid moved, Mrs. Herz 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 5-page Non-Instructional Report dated September 8, 2026 (Encl. 9.2.3) is incorporated with the official minutes of this meeting.

Resolution Authorizing Reassignment to Home Without Pay of Two Unit 12 Staff Members [R]

On motion of Mr. Scheid, seconded by Mrs. Herz, the Board voted unanimously for Resolution Authorizing Reassignment to Home Without Pay of Two Unit 12 Staff Members as follows:

RESOLUTION authorizing the Chief Operating Officer to execute an agreement between the CSEA Western Suffolk BOCES Aides and Food Service Workers Unit XII, and the Board of Cooperative Educational Services, Second Supervisory District, Suffolk County; regarding Reassignment to Home Without Pay for two Unit 12 Paraprofessionals

WHEREAS, parties have discussed and agreed to Administrative Reassignment to Home Without Pay for two Unit 12 Western Suffolk BOCES Paraprofessionals named in the attached confidential Schedule A, and

WHEREAS, the Chief Operating Officer is designated as a representative of the Board of Cooperative Educational Services of the Second Supervisory District, and

THEREFORE, BE IT RESOLVED that the Chief Operating Officer be authorized to execute the Memorandum of Agreement between the Board of Cooperative Educational Services and Unit 12, Western Suffolk BOCES Aides and Food Service Workers authorizing Administrative Reassignment to home without pay of the two employees named in the attached confidential Schedule A pending completion of discussions and investigations.

(Listing referred to is designated as Encl. 9.2.4 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 Mrs. Herz, seconded by Mr. Scheid 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 Affiliation Agreement Mount Sinai South Nassau Hospital [R]

On motion of Mrs. Herz, seconded by Mr. Scheid, the Board voted unanimously for Authorization for Affiliation Agreement Mount Sinai South Nassau Hospital as follows:

WHEREAS, an agreement between Western Suffolk BOCES and Mount Sinai South Nassau Hospital has been developed for the purpose of providing an education experience for Western Suffolk BOCES students entering the Diagnostic Medical Sonography 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 agreement with Mount Sinai South Nassau Hospital. This agreement will become effective December 12, 2026 and shall continue in full force and effect for an addition one year as hereinafter provided. This agreement may be modified upon

request of either party at any time only with the signed written agreement of both parties, or it may be terminated by either party by giving at least three (3) months written notice of termination to either party by registered or certified mail.

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

2026 NYSSBA Annual Business Meeting Designation of Voting Delegate [R]

On motion of Mrs. Herz, seconded by Mr. Scheid, the Board voted unanimously for 2026 NYSSBA Annual Business Meeting Designation of Voting Delegate as follows:

BE IT RESOLVED that Jeannette Santos or Debbie Adams-Kaden, Board Trustee 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 on 4:00 p.m. on Thursday, October 15, 2026.

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

Resolution for Authorization for a Dual Enrollment Agreement St. Joseph's University [R]

On motion of Mrs. Herz, seconded by Mr. Scheid, the Board voted unanimously for Resolution for Authorization for a Dual Enrollment Agreement St. Joseph's University as follows:

WHEREAS, an agreement between Western Suffolk BOCES and St. Joseph's University has been developed for the purpose of Dual Credit Courses for the Wilson Tech programs for Western Suffolk BOCES students participating in St. Joseph's University educational programs;

- Business and Hospitality Management
- Medical Assisting
- Nurse Assisting
- Professional Health Careers

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 agreement with St. Joseph's University. This agreement will commence on August 2026 and will continue until July 1, 2027 and will automatically be renewed each year unless terminated at either party's request.

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

Resolution to Accept Standardization of Window Screens [R]

On motion of Mrs. Herz, seconded by Mr. Scheid, the Board voted unanimously for Resolution to Accept Standardization of Window Screens as follows:

WHEREAS, General Municipal Law §103(5) permits advertising for bids for a particular type or kind of equipment, materials, or supplies upon the adoption by the governing body of a political subdivision or district therein stating that, for reasons of efficiency or economy, there is need for standardization; and

WHEREAS, the existing window and insect screens throughout the agency should match in construction, finish and installation method, the Maintenance and Operations office has chosen Architectural Window Manufacturing Corporation as the most acceptable; and

WHEREAS, the following facts demonstrate the efficiency and economy of standardization of Architectural Window Manufacturing Corporation within the BOCES:

- Architectural Window Manufacturing Corp windows and insect screens have been lowest qualified bidder selected for the following replacement projects competitively bid, Wilson Tech Northport, Wilson Tech Huntington, Wilson Tech Dix Hills and is the current system for aluminum framed windows and insect screens in other buildings throughout the agency
- Architectural Window Manufacturing Corp windows and insect screens are intended to have a service life of some 30 years with routine and incidental maintenance and repair
- Maintenance and Operations would repair/replace/maintain these systems in-house insuring continuity with the rest of the window systems and the reliability of repair parts

THEREFORE, BE IT RESOLVED that the Board of Cooperative Educational Services, Second Supervisory District of Suffolk County, hereby standardizes on the Architectural Window Manufacturing Corporation window and insect screen systems for window needs throughout the agency.

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

**Resolution for Authorizing Agreement for Parking of Robotic Group Trailers on Western Suffolk BOCES Property
[R]**

On motion of Mrs. Herz, seconded by Mr. Scheid, the Board voted unanimously for Resolution for Authorizing Agreement for Parking of Robotic Group Trailers on Western Suffolk BOCES Property as follows:

RESOLUTION authorizing the Chief Operating Officer to execute an agreement between the Board of Cooperative Educational Services, Second Supervisory District, Suffolk County; and School Business Partnership Long Island (SBPLI) -First Long Island, Inc.

WHEREAS, parties have discussed and authorized an agreement to permit School Business Partnership Long Island (SBPLI) -First Long Island, Inc. to park four trailers on WSB property located at 152 Laurel Hill Road, Northport, and

WHEREAS, the Chief Operating Officer is designated as a representative of the Board of Cooperative Educational Services of the Second Supervisory District, and

THEREFORE, BE IT RESOLVED that the Chief Operating Officer be authorized to execute the Agreement between the Board of Cooperative Educational Services and School Business Partnership Long Island (SBPLI) - First Long Island, Inc. authorizing use of WSB Property to park four trailers.

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

OLD BUSINESS

NEW BUSINESS

Yearly Adoption of Western Suffolk BOCES Organization Charts

On motion of Mr. Wunsch seconded by Mrs. Adams-Kaden, as per Policy #1410, the Board unanimously agreed to waive the first read of policies #3221 Administration Organization Chart, #3222 Special Education Division Organization Chart, #3223 Career and Technical Education Organization Chart and #3224 Instructional Support Services Organization Chart and simultaneously agreed to adopt the revised policies.

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

ADJOURNMENT

Mr. Robert Scavo addressed the Board. Mr. Scavo discussed that members have made significant sacrifices over the years. They continue to work hard and care deeply about the WS BOCES students and school community. Every successful student begins with committed professionals.

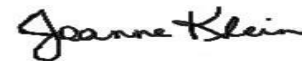
At 7:42 p.m. there being no further business items for discussion, the meeting was adjourned on motion by Mrs. Herz and seconded by Mr. Wunsch.

UPCOMING EVENTS

DATE	EVENT	ATTENDEES
9/23/26	N-SSBA's Annual Resolutions Dinner Meeting - Wednesday, September 23, 2026 - 6:00 pm	D. Adams-Kaden, B. Sales,
10/8/2026	REFIT Annual Dinner Meeting, Milleridge Inn, Jericho, Thursday, 6:00 pm	J. Santos
10/22/26 - 10/24/26	NYSSBA Annual Convention and Education Expo, Buffalo, NY, Thurs – Sat	B. Sales

Enclosures:

Thank You Letter, *August 5, 2026*
NYSSBA Update, *August 9, 2026*
NYSSBA Update, *August 16, 2026*
NYSSBA Update, *August 23, 2026*
NYSSBA Update, *August 30, 2026*
NYSSBA Area Director Update, *August 2026*
EAP Pathways, *August 2026*
EAP Pathways for Supervisors, *August 2026*



Joanne Klein, District Clerk