



January 14, 2025

Meeting Type: Regular Meeting

Date: Tuesday, January 14, 2025

Start Time: 5:30 p.m.

Location: Central Administrative Office

Roll Call – (Attendees Noted by District Clerk)

Present were:

Board Members

- Brian J. Sales (President)
- Mary Ellen Cunningham (Vice President)
- Debbie Adams-Kaden
- Jeannette Santos
- Robert Scheid

BOCES Staff

- Michael Flynn (Chief Operating Officer)
- April Poprilo (District Superintendent)
- Warren Taylor (Chief Financial Officer)
- Dr. Hugh Gigante (Exec. Dir. – Personnel)
- Joanne Klein (District Clerk)
- Nancy Fischetti (Public Relations Director)
- Nancy Wilson (Exec. Dir. - Special Education)
- Staff Members

Absent

- Ilene Herz
- Peter Wunsch

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 the performance of eight particular employees was made by Mrs. Cunningham, seconded by Mrs. Santos. At 7:10 p.m. the Board unanimously agreed to adjourn Executive Session and move into the Regular Meeting on motion made by Mrs. Cunningham, seconded by Mrs. Santos.

REGULAR MEETING

The Regular meeting of the Board resumed at 7:12 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 10, 2024

The minutes of the Regular Meeting of December 10, 2024 were approved unanimously on motion of Mrs. Cunningham, seconded by Mrs. Santos.

Program Presentation

Independent Auditors' Report and Financial Statement to the Board

Mr. Taylor, Chief Financial Officer introduced Mr. Timothy Doyle of Bonadio & Co., LLP who presented the Independent Audit Report and Financial Statement results to the Board. In addition, Mr. Doyle discussed the Western Suffolk Board of Cooperative Education Services Extraclassroom Activity Funds report with the Board.

Mr. Doyle thanked the Board and summarized the executive summary and the required communication letter at the end of each audit.

Mr. Sales thanked Mr. Taylor and his staff.

JUUL Grant

Alison Quinlan, Assistant Director, Special Education summarized the progress of the JUUL grant. All 37 BOCES are recipients for this grant.

The Board and Ms. Quinlan has a discussion regarding the process, contacts and requirements of the JUUL grant.

Treasurer's Report

The Board acknowledged receipt of the Treasurer's Report indicating balances in the various financial accounts as of November 30, 2024. (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 4, 2024 to December 30, 2024 for expenditures totaling \$23,325,021.30. (Copies incorporated with the official minutes of this meeting.)

EXECUTIVE OFFICER'S REPORTS

District Superintendent – Comments/Events

Mrs. Poprilo discussed the following topics with the Board:

- NYSED Items – Board of Regents
- BOCES of New York State
- Instructional Support Services Highlight – Student Support Services
- P-12 Education

Additionally, the Board and Mrs. Poprilo held discussions pertaining to Ex Officio student Board member and NYSED regionalization.

Chief Operating Officer Report – Comments/Events

Mr. Flynn noted the Award of Grants and acknowledged the grant is from Assemblywoman Jean-Pierre.

Mr. Flynn welcomed all in attendance to the Board meeting and reported on the following topics:

- WS BOCES Legislative Program, February 7, 2025.

- 2025-26 Draft School Calendar
- 2025-26 Budget Development
- Rockefeller Report
- CVA
- Universal kindergarten
- Civil Service Reform

Chief Financial Officer – Update of Capital Projects

Mr. Taylor updated the Board on the Report of Capital Projects. Mr. Taylor discussed projects in the bid process, quote process, projects in design, projects submitted to NYSED, upcoming projects to be scheduled, projects currently underway and completed. Mr. Taylor mentioned there are 56 projects in total.

ITEMS FOR BOARD ACTION

Business Administration Matters

Approval of Budget Adjustments January 2024-25

On motion by Mrs. Santos, seconded by Mrs. Cunningham, the Board voted unanimously for Approval of 2024-25 budget adjustments/transfers for January 2025 in the following programs:

Exploratory Enrichment Program
Occupational Education
Supplemental Services

Center for Learning Technology
Center for Learning Technology
Special Legislative Funding

(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. Santos moved, Mrs. Cunningham seconded, and the Board voted unanimously to approve awards to the lowest bidders meeting specifications as listed on the schedule dated January 14, 2025.

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

Report of the Independent Auditor [R]

On motion by Mrs. Santos, seconded by Mrs. Cunningham, the Board voted unanimously for approval of Report of the Independent Auditor as follows:

RESOLVED, that the independent audit report prepared by Bonadio and Co. LLP, covering the fiscal year ending June 30, 2024 has been reviewed by the Board of Western Suffolk BOCES and is hereby accepted, as required by Commissioner's Regulations.

(Listing referred to is designated as Encl. 9.1.3 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. Santos, seconded by Mrs. Cunningham, the Board voted unanimously for approval of 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. 9.1.4 and is incorporated with the official minutes of this meeting.)

Personnel

Instructional Personnel

Mr. Scheid moved, Mrs. Santos 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 January 14, 2025 (Encl. 9.2.1) is incorporated with the official minutes of this meeting.

Supplementary Services

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

All items listed on the 14-page Supplementary Services Report dated January 14, 2025 (Encl. 9.2.2) is incorporated with the official minutes of this meeting.

Non-Instructional Personnel

Mr. Scheid moved, Mrs. Santos 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 January 14, 2025 (Encl. 9.2.3) is incorporated with the official minutes of this meeting.

Resolution for Notice of Vacated Positions [R]

On motion by Mr. Scheid, seconded by Mrs. Santos, the Board voted unanimously for Resolution for Notice of Vacated Positions as follows:

RESOLVED, that the following positions are declared vacated due to an employee's untimely death:

<u>Employee</u>	<u>Position</u>	<u>Effective Date</u>
Employee # 13420	Unit 12 Paraprofessional	12/11/2024
Employee # 00144	Unit 5 Custodial Worker	1/5/2025

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

Resolution for Termination of Employee [R]

On motion by Mr. Scheid, seconded by Mrs. Santos, the Board voted unanimously for Resolution for Termination of Employee as follows:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education hereby terminates the employee identified on the attached "Confidential Schedule A" pursuant to Civil Service Law Section 73 effective January 14, 2025, as she has been continuously absent from and unable to perform the duties of her position for one year or more.

(Listing referred to is designated as Encl. 9.2.5 and is incorporated with the official minutes of this meeting.)

Authorization for Agreement Between Western Suffolk BOCES and Western Suffolk BOCES Faculty Association [R]

On motion by Mr. Scheid, seconded by Mrs. Santos, the Board voted unanimously for Authorization for Agreement Between Western Suffolk BOCES and Western Suffolk BOCES Faculty Association as follows:

RESOLUTION authorizing the Chief Operating Officer to execute an agreement between the Unit I (Western Suffolk BOCES Faculty Association) and the Board of Cooperative Educational Services, Second Supervisory District, Suffolk County;

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

THEREFORE, BE IT RESOLVED that the Chief Operating Officer be authorized to execute the agreement between the Board of Cooperative Education Services and Unit I (Western Suffolk BOCES Faculty Association)

regarding compensation to maintain NYS Speech Pathologist Licenses effective September 1, 2024 through June 30, 2025.

(Listing referred to is designated as Encl. 9.2.6 and is incorporated with the official minutes of this meeting.)

Other Action Items

Approval of Disposition of Surplus Property [R]

The Board voted unanimously for Approval of Disposition of Surplus Property on motion of Mrs. Cunningham, seconded by Mrs. Santos 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.)

Approval of Multi-Year Technology Agreement with Harborfields CSD [R]

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

WHEREAS, the Division of Instructional Support Services has been working with Harborfields 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

<u>School District</u>	<u>Time</u>	<u>Amount</u>
Harborfields CSD	5 Year	\$239,991

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

Authorization to Accept Scholarship Donation – Smith [R]

On motion of Mrs. Cunningham, seconded by Mrs. Santos, 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 authorize the establishment of a scholarship as described above and accept in the total amount of \$5,000 to fund this scholarship program.

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

OLD BUSINESS

Authorization for Chief Operating Officer to Execute Agreement Between the Board of Cooperative Educational Services of The Second Supervisory District, Suffolk County, New York and Western Suffolk BOCES Administrative and Supervisory Association (Unit II) [R]

On motion of Mrs. Cunningham, seconded by Mrs. Santos, the Board voted unanimously for Authorization for Chief Operating Officer to Execute Agreement Between the Board of Cooperative Educational Services of The Second Supervisory District, Suffolk County, New York and Western Suffolk BOCES Administrative and Supervisory Association (Unit II) as follows:

RESOLUTION authorizing the Chief Operating Officer to execute a Memorandum of Agreement between the Unit II Western Suffolk BOCES Administrative and Supervisory Association Faculty Association and the Board of

Cooperative Educational Services, Second Supervisory District, Suffolk County;

WHEREAS, the parties have discussed and agreed to an agreement between Western Suffolk BOCES and;

THEREFORE, BE IT RESOLVED that the Chief Operating Officer be authorized to execute the agreement between the Board and Unit II Western Suffolk BOCES Administrative and Supervisory Association Faculty Association with regard to the matter set forth in the Agreement.

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

NEW BUSINESS

ADJOURNMENT

At 8:13 p.m. there being no further business items for discussion, the meeting was adjourned on motion by Mr. Scheid, seconded by Mrs. Santos.

UPCOMING EVENTS

DATE	EVENT	ATTENDEES
1/23/25	N-SSBA/ NCCSS/ SCSSA Joint Conference - All In - Advocacy & Mental Wellness Resource Event, Thursday, 6:00 pm Hilton Long Island Huntington	ME Cunningham, B. Sales, J. Santos
3/24/25	SCOPE's 24 th Annual School District Awards Dinner, Monday, 4:30 pm, Villa Lombardi's, Holbrook, NY	
4/4/25 - 4/6/25	National School Boards Association Convention, Fri –Sun, Atlanta, GA	B. Sales

Enclosures:

Letter to Staff, *December 2025*

Thank You Letters Sent for BOE Annual Dinner, *December 12, 2024*

EAP Pathways, *January 2025*

EAP Pathways Supervisors, *January 2025*

NYSSBA Advocacy Update, *December 14, 2024*
NYSSBA Advocacy Update, *January 8, 2025*
NYSSBA Update, *December 15, 2024*
NYSSBA Update, *January 5, 2025*
NYSSBA Area Director Update, *December 2024*



Joanne Klein
District Clerk