

(Encl 4)

- Lorraine Hein (Director of Business)
- Staff Members

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

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

### **EXECUTIVE SESSION**

At this time a motion to move into Executive Session to discuss the performance of three particular employees, ongoing negotiations Unit V, Unit V grievance and a potential litigation was made by Mr. Sales, seconded by Mrs. Adams-Kaden. At 7:03 p.m. the Board unanimously agreed to adjourn Executive Session and move into the Regular Meeting on motion made by Mr. Sales, seconded by Mrs. Adams-Kaden.

### **REGULAR MEETING/Pledge of Allegiance (Board Vice President)**

The Regular meeting of the Board resumed at 7:05 p.m. Mrs. Herz led the audience in the Pledge of Allegiance.

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

Mrs. Herz 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 13, 2024**

The minutes of the Regular Meeting of February 13, 2024 were approved unanimously on motion by Mr. Wunsch, seconded by Mrs. Cunningham.

### **Program Presentation**

#### Internal Audit Report to the Board Draft Applying Agreed Upon Procedures Report

The Audit Committee Meeting was held and Internal Auditors Richard Vitulli and Darin Iacobelli of Nawrocki Smith presented the draft Applying Agreed Upon Procedures Report to the Audit Committee.

Mr. Vitulli and Mr. Iacobelli discussed the report regarding testing of the Internal Controls of the Safety and Security Cycle and noted that the request includes four observations/recommendations. It was recommended the Board accept the report. Recommendations have been made and the Corrective Action Plan has been put together.

#### Proposed 2024-25 Budget



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Law Section 1950; and

WHEREAS, the Participant is a municipality within the meaning of General Municipal Law § 119-n and is eligible to participate in the Board of Cooperative Educational Services, First Supervisory District of Suffolk County (hereinafter in the areas mentioned above; and

WHEREAS, the Participant acknowledges receipt of the Program description inclusive of Eastern Suffolk ket and the general conditions relating to said Program; and

WHEREAS, with respect to all activities conducted by the Program, the Participant wishes to delegate to Eastern Suffolk BOCES the responsibility for drafting of bid specifications, advertising for bids, accepting and opening bids, evaluating bids, awarding via Eastern Suffolk BOCES Board approval, and reporting the results to the Participant.

BE IT RESOLVED that the Participant hereby appoints Eastern Suffolk BOCES to represent it and to act as the lead agent in all matters related to the Program as described above; and

BE IT FURTHER RESOLVED that the Participant hereby authorizes Eastern Suffolk BOCES to place all legal advertisements for any required cooperative bidding in Newsday, which is designated as the official newspaper for the Program; and

BE IT FURTHER RESOLVED that a Participant Meeting shall be held annually consisting of a representative from each Program Participant. Notice of the meeting shall be given to each representative at least five (5) days prior to such meeting; and

BE IT FURTHER RESOLVED that an Advisory Committee will be formed consisting of five to ten representatives of Program Participants for a term of three (3) years as authorized by General Municipal Law §119-o.2.j.

BE IT FURTHER RESOLVED that this Agreement with the Participant shall be for a term of one (1) year as authorized by General Municipal Law §119-o.2.j.



**Resolution to Participate in Omnia Partners Contract for Office Supplies, Products and Related Services (#19-12R) [R]**

On motion by Mr. Wunsch, seconded by Mrs. Santos, the Board voted unanimously for Resolution to Participate in Omnia Partners Contract for Office Supplies, Products and Related Services (#19-12R) as follows:



WHEREAS, Western Suffolk BOCES desires to retain the services of special counsel to review relevant documentation and information concerning a certain business contract entered into by Western Suffolk BOCES

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 Byram Hills School District Janitorial Supplies for Ocean Janitorial Bid No..23/24-02 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 Byram Hills School District Janitorial Supplies for Ocean Janitorial Bid No..23/24-02.

(Listing referred to is designated as Encl. 9.1.8 and is incorporated with the official minutes of this meeting.)

**Resolution to Participate in Nassau BOCES Passenger Cars, Vans & Trucks Bid #19/20-045 Ext 2-E [R]**

On motion by Mr. Wunsch, seconded by Mrs. Santos, the Board voted unanimously for Resolution to Participate in Nassau BOCES Passenger Cars, Vans & Trucks Bid #19/20-045 Ext 2-E 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 Nassau BOCES, Passenger Cars, Vans & Trucks &s, 1 0 0 awith(Oce)-5

#19/20-045 Ext.2-E.

(Listing referred to is designated as Encl. 9.1.9 and is incorporated with the official minutes of this meeting.)

**Approval of Corrective Action Plan [R]**

On motion by Mr. Wunsch, seconded by MrT/aG1x Tf1 0 0 1 677.86ion by





COMPanion Corporation; CyberCivics; Digital Theatre; EBSCO Industries, Inc. dba EBSCO Information Services; Eduporium Inc.; Encyclopaedia Britannica; Exploring Nature Educational Resource; Fathom Reads; Follett; Gale, a Cengage Company; Generation Genius; Hackersjack; InfoBase; Insignia; Ithaka Harbors dba Jstor; Kids Discover LLC; LexisNexis; LibraryTrac; Lincoln Library Press Inc; Mackin Educational Resources; Mandarin; MyJove; Newsbank, Inc.; Noodle Tools; OverDrive; Oxford University Press; PBS Learning Media; Press4Kids Inc. (NewsOMatic); ProQuest LLC; Rosen; Safari Montage; Sage Publications, Inc.; Scholastic Inc.; Soundzabound; Springshare; Swank K12 Streaming; Swank Motion Pictures, Inc.; TeachingBooks.net LLC; TechRow; TLC (The Library Corp); Tumbleweed Press Inc; Turnitin; World Book; YuJa; Zoobean (Beanstack)

WHEREAS, the list above is not exhaustive and is anticipated to grow as additional RFPs are let and awarded by the Board,

WHEREAS, the BOCES named below wishes to appoint the Capital Region BOCES to advertise for, receive competitive proposals, and award contracts on their behalf; therefore,

BE IT RESOLVED, that the BOCES listed below hereby appoints the Capital Region BOCES to represent it in all matters relating above, and designates the Daily Gazette Newspaper as the legal publication for all related legal notifications, and,

BE IT FURTHER RESOLVED, that the BOCES listed below authorizes Capital Region BOCES to represent it in all matters leading up to and including the entering into contracts for the purchase of the above-mentioned software and database access, and,

BE IT FURTHER RESOLVED, that the BOCES listed below agrees to (1) abide by majority decisions of the participating districts; (2) abide by the award of the Capital Region BOCES Board; (3) and that after the award of contracts it will conduct all negotiations directly with the awarded contractors; and (4) to authorize any and all future products that may be approved by the majority recommendations through the approval of this resolution.

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

#### **Acceptance of Donated Equipment & Supplies [R]**

On motion of Mr. Wunsch, seconded by Mrs. Santos, the Board voted unanimously for Acceptance of Donated Equipment & Supplies as follows:

WHEREAS, Western Suffolk BOCES has received an offer from Dentists for A Better Huntington Inc, 165 Main Street, Huntington, NY 11743-3571 to donate \$5,180 to support the new Dental Assisting Program at Wilson Tech Manor Plains Campus, and

WHEREAS, Western Suffolk BOCES students would benefit from this donation, and

NYSSBA Update, *February 19, 2024*  
NYSSBA Update, *February 25, 2024*  
NYSSBA Update, *March 3, 2024*  
EAP Pathways, *March 2024*  
EAP Pathways for Supervisors, *March 2024*



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Joanne Klein  
District Clerk