

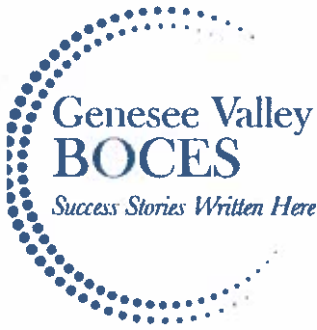


WYOMING CENTRAL SCHOOL BOARD OF EDUCATION

SPECIAL MEETING 6:00 PM

March 30, 2023

I.	Pledge of Allegiance		
II.	Call to Order		
III.	Agenda: Additions or Deletions	1 ___	2 ___
IV.	Public Forum		
V.	Board Discussion		
VI.	Presentations		
VII.	Action Items		
	A. Approve minutes of the 3 /9 /23 regular meeting	1 ___	2 ___
VIII.	President's Report		
IX.	Superintendent's Report		
X.	Old Business	1 ___	2 ___
	A. Budget Draft	1 ___	2 ___
	B. Approve Instructional Calendar for 2023-2024 sy	1 ___	2 ___
	C. Approve Budget Hearing 5/4/23 @ 7:00 pm, with regular meeting immediately following	1 ___	2 ___
	D. Approve SEQRA for 23/24 COEP	1 ___	2 ___
	E. Approve CPL proposal for 23/24 COEP	1 ___	2 ___
	F. Accept Warsaw Soccer monetary donation	1 ___	2 ___
XI.	New Business		
XII.	Executive Session	1 ___	2 ___
XIII.	Personnel	1 ___	2 ___
	A. Waive the residency requirement for the full time Account Clerk position	1 ___	1 ___
XIV.	CPSE/CSE	1 ___	1 ___
XV.	Adjournment	1 ___	1 ___



LeRoy Services Center
80 Munson Street
LeRoy, New York 14482
(585) 344-7900
(585) 658-7900

**Genesee-Livingston-Steuben
Wyoming Board of Cooperative
Educational Services**

WWW.GVBOCES.ORG

Alexander
Attica
Avon
Batavia
Byron-Bergen
Caledonia-Mumford
Dansville
Elba
Geneseo
Keshequa
LeRoy
Letchworth
Livonia
Mount Morris
Oakfield-Alabama
Pavilion
Pembroke
Perry
Warsaw
Wayland-Cohocton
Wyoming
York

MEMORANDUM

TO: District Clerks

FROM: Jennifer Lewis
Genesee Valley BOCES District Clerk

SUBJECT: **Genesee Valley BOCES Annual Meeting**

DATE: March 13, 2023

Please take notice that the BOARD OF COOPERATIVE EDUCATIONAL SERVICES OF THE SOLE SUPERVISORY DISTRICT OF GENESEE-LIVINGSTON-STEUBEN-WYOMING COUNTIES, will hold its ANNUAL MEETING of the trustees and members of the Boards of Education of its component school districts on WEDNESDAY, APRIL 12, 2023 at 5:15 p.m. in Conference Room E, at the LeRoy Services Center, 80 Munson Street, LeRoy, NY 14482. Registration and a social gathering will begin at 4:45 p.m. with an array of appetizers, desserts and beverages provided.

The Board of Cooperative Educational Services will review its preliminary administrative, capital and program budgets for 2023-2024 with the trustees and members of the Board of Education of component school districts in attendance. The enclosed are summaries of the preliminary administrative, capital and program budgets. The amounts stated are based upon current estimates and are subject to change. Commencing March 15, 2023, copies of the complete administrative, capital and program budgets will be available for inspection by the public between the hours of 8:00 a.m. and 4:00 p.m. in the Business Office located at the LeRoy Services Center, 80 Munson Street, LeRoy, NY.

cc: Superintendents

Enclosures

NOTICE

The Board of Cooperative Educational Services of the Sole Supervisory District of Genesee-Livingston-Steuben-Wyoming Counties will hold its Annual Meeting of the trustees and members of the Boards of Education of its component school districts on **Wednesday, April 12, 2023 at 5:15 p.m.**, at the **Genesee Valley BOCES, Le Roy Services Center, 80 Munson Street, LeRoy, NY 14482.**

The Board of Cooperative Educational Services will review its preliminary administrative, capital, and program budgets for 2023-24 with the trustees and members of the Boards of Education of component school districts in attendance. The following are summaries of the preliminary administrative, capital and program budgets. The amounts as stated are based on current estimates and may be subject to change. Copies of the tentative administrative, capital and program budgets will be available for inspection by the public between the hours of 8 a.m. and 4 p.m. in the District Office located at 80 Munson Street, LeRoy New York commencing on March 15, 2023.

Administrative	\$ 3,132,047
Capital Budget	\$ 2,864,432
Program Budget	\$ 49,391,116

SUMMARY OF TENTATIVE ADMINISTRATIVE BUDGET

Total Personnel Services

(Salaries of all Central Administrative and Supervisory Personnel) \$ 1,381,702

Total Employee Benefits

(Benefits of all Central Administrative and Supervisory Personnel including Mandated TRS Supplement and Retirement Incentives) \$ 1,087,310

(Compensation of District Superintendent of Schools)

State Salary.....	<u>\$43,499</u>
BOCES Salary.....	<u>\$164,751</u>
Annualized Benefits.....	<u>\$68,505</u>
Other Remuneration.....	<u>\$0</u>
Total Compensation.....	<u>\$276,755</u>

Equipment	<u>\$ 8,000</u>
Supplies and Materials	<u>\$ 18,999</u>
Revenue Note Interest	<u>\$ 175,000</u>
Total Contract Expense	<u>\$ 304,400</u>
Net Transfers	<u>\$ 156,636</u>

TOTAL ADMINISTRATIVE BUDGET

(Amount for April 24, 2023 Component Board Vote) \$ 3,132,047

SUMMARY OF TENTATIVE CAPITAL BUDGET

Rental of Facilities	<u>\$ 906,932</u>
Payments to Dormitory Authority	<u>\$ 1,957,500</u>
Transfer to Capital Projects Fund	<u>\$ 0</u>
Bond Trustee Fee or Dormitory Authority Overhead Fee	<u>\$ 0</u>
TOTAL CAPITAL BUDGET	<u>\$ 2,864,432</u>

SUMMARY OF TENTATIVE PROGRAM BUDGET

Career and Technical Instructional	<u>\$ 12,579,729</u>
Instruction of Students with Disabilities	<u>\$ 10,856,800</u>
Itinerant Services	<u>\$ 2,748,891</u>
General Instruction	<u>\$ 5,233,180</u>
Instructional Support	<u>\$ 8,216,561</u>
Other Services	<u>\$ 9,755,955</u>
TOTAL PROGRAM BUDGET	<u>\$ 49,391,116</u>

Jennifer Lewis, District Clerk
Genesee-Livingston-Steuben-Wyoming BOCES



Kevin M. MacDonald
District Superintendent
80 Munson Street
LeRoy, New York 14482
(585) 344-7905 or 658-7905

Julie D. Donlon, Ed.D.
Deputy Superintendent
80 Munson Street
LeRoy, New York 14482
(585) 344-7902 or 658-7902

**Genesee-Livingston-Steuben-
Wyoming Board of Cooperative
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Pavilion
Pembroke
Perry
Warsaw
Wayland-Cohocton
Wyoming
York

MEMORANDUM

TO: President, Board of Education
Superintendent of Schools
Other Interested Parties

FROM: Jennifer Lewis, District Clerk

DATE: March 20, 2023

RE: **G-L-S-W BOCES Annual Meeting, April 12, 2023**

You are invited to attend the Annual Meeting of the Board of Cooperative Educational Services, Genesee-Livingston-Steuben-Wyoming Counties, which will be held at its Administrative Offices, 80 Munson Street, LeRoy, New York on Wednesday, April 12, 2023.

A social gathering will begin at 4:45 p.m. Beverages, along with a variety of snacks and desserts will be provided. The Annual Meeting will commence at 5:15 p.m.

To enable accurate planning, we would appreciate a roster of persons from your district who plan to attend in person. Please complete and return the enclosed form by Friday, April 7, 2023 to me at jlewis@gvboces.org.

Thank you.



RSVP FORM
ANNUAL MEETING
of the
Genesee-Livingston-Steuben-Wyoming BOCES
to be held

WEDNESDAY, APRIL 12, 2023
5:15 p.m.
(social gathering begins at 4:45)

Administrative Offices
80 Munson Street
Le Roy, NY 14482

District

- _____
- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

Please return this form by **Friday, April 7, 2023**, to Jennifer Lewis, Genesee Valley BOCES, 80 Munson Street, LeRoy, NY 14482, or e-mail to jlewis@gvboces.org.

Thank you.

WYOMING CENTRAL SCHOOL
WYOMING, NEW YORK
BOARD OF EDUCATION
REGULAR MEETING
MARCH 9, 2023

- Members present:** Kaitlyn Bush, Benjamin Chamberlain, Jessica Merrill, Haley Tygart,
Rudd Wetherwax, Nicole White
- Members absent:** Barry True
- Others present:** Emily Herman, Joelle Stroud, Nancy Norton
- Guests:** Shannon Gauthier, Marie May, Holly Reinhardt, Jessie Romasser
- Call to Order:** The meeting was called to order at 6:01 p.m. by Mr. Chamberlain, Board President.
- Approval of Agenda:** Be it resolved, the Board approves the agenda on motion by Mrs. Merrill and second by Mr. Chamberlain.
Yes-6 No-0 (motion approved)
- Public Forum:** None.
- Board Discussion:** None.
- Presentations:** Holly Reinhardt gave a presentation on the Band and Chorus.
Shannon Gauthier and Holly Reinhardt gave a presentation the Drama Club. The club will be performing "Summer Camp" on March 16th.
Jessie Romasser and Marie May gave a presentation on the Ski Club.
Marie May gave a presentation on the Page Turners Club.
Congratulations for their current ranking #1 among the group of schools.
- Action Items:** Be it resolved, the Board approve the minutes of the 2/9/23 regular meeting on motion by Mrs. Merrill and second by Mr. Chamberlain.
Yes-6 No-0 (motion approved)
Be it resolved, the Board approves the Treasurer's Reports and Budget by Functions for January 2023 and February 2023, on motion by Mrs. White and second by Mrs. Bush.
Yes-6 No-0 (motion approved)

President's Report: None.

Superintendent's Report: Alexander CSD Superintendent invited our 5th and 6th students to join their annual trip to Boston, MA. Estimated cost per student is \$450.00.

The Superintendent attended the NYSCOSS conference in Albany, Mar. 5th-7th. Highlights included: school buses, discipline, and a meeting of the GV BOCES Superintendents.

Finance: A review of budget items for the 2023-2024 annual budget were presented by Mrs. Stroud.

Old Business: None.

New Business: Be it resolved, the Board approves Staff Appreciation Week Expenses, not to exceed \$250, on motion by Mrs. White and second by Mr. Chamberlain.

Yes-6 No-0 (motion approved)

Be it resolved, the Board approves a \$100,000 Capital Outlay Exception Project for 2023-2024 school year, on motion by Mrs. Merrill and second by Mr. Chamberlain.

Yes-6 No-0 (motion approved)

Be it resolved, the Board approves the Instructional Calendar for 2023-2024 on motion by Mrs. Bush and second by Mr. Wetherwax.

Yes-4 Bush, Tygart, Wetherwax, White

No-2 Chamberlain, Merrill

(motion not approved)

Be it resolved, the Board approves the following D.-I. on motion by Mrs. Merrill and second by Mrs. Tygart:

D. Approve S. Conti(7th grade), L. Strathearn(7th grade), L. Lombardo(7th grade), and E. Kelly(7th grade) to play modified baseball at Pavilion CSD for the 2023 season

E. Approve the purchase of classroom furniture utilizing \$72,000 in ARP Funding and up to \$50,000 from the general fund

F. Approve 1.0 FTE Primary teacher for 23-24 sy

G. Approve 1.0 FTE Teacher Aide for 23-24 sy

H. Approve creation of full time Account Clerk position

I. Approve Matthew Buck's use of facility request

Yes-6 No-0 (motion approved)

Executive Session:

Be it resolved, the Board approves to retire into executive session at 7:23 p.m. for CSE/CPSE, appointment of personnel and contractual matters, on motion by Mrs. Merrill and second by Mrs. Tygart.

Yes-6 No-0 (motion approved)

Out of Executive Session:

The Board reconvened regular session at 7:36 p.m.

Personnel:

Be it resolved, the Board approves the appointment of Matthew Hollister to the position of Director of Technology and approves his Terms and Conditions, effective April 3, 2023, on motion by Mrs. Tygart and second by Mr. Chamberlain.

Yes-6 No-0 (motion approved)

Be it resolved, the Board approves the amendment, to the Superintendent's Agreement dated 1/26/21, on motion by Mrs. Merrill and second by Mrs. Bush.

Yes-6 No-0 (motion approved)

Be it resolved, the Board approves the addendum, to the Superintendent's Agreement dated 1/26/21, on motion by Mrs. Tygart and second by Mrs. White.

Yes-6 No-0 (motion approved)

CSE/CPSE:

Be it resolved, the Board approves the CSE minutes dated 3/1/23 and the CPSE minutes dated 3/2/23, on motion by Mrs. Merrill and second by Mrs. Bush.

Yes-6 No-0 (motion approved)

Adjournment:

Be it resolved, the Board approves to adjourn the meeting at 7:55 p.m. on motion by Mrs. Merrill and second by Mr. Wetherwax.

Yes-6 No-0 (motion approved)

Respectfully submitted,

Nancy Norton
District Clerk

**WYOMING CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
RESOLUTION REGARDING SEQRA DETERMINATION**

WHEREAS, the Wyoming Central School District Board of Education (the "Board") has considered the impact to the environment of following Scope of Work to be completed:

- Capital Outlay Exception Project (SED #67-10-02-04-0-001-014)
 - Sitework
 - Various Asphalt Pavement Replacement (~2500 square feet)
 - Various Sidewalk Replacement (~1200 square feet)
 - Building Envelope Enhancements

WHEREAS, the Board has reviewed the Scope of Work set forth above as one Proposed Action, and has further consulted with its Architects and legal counsel with respect to the potential for environmental impacts resulting from the Proposed Action;

WHEREAS, the Board has relied on the statement of facts contained in the State Education Department Project Descriptions (Form FP-PD) and reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR § 617.5(c)(9) and (10) of the Environmental Conservation Law, Article 8 (SEQRA).

THEREFORE, BE IT RESOLVED, by the Board as follows:

1. The Proposed Action, individually and cumulatively, does not constitute substantial changes to the existing facilities and involves routine activities of educational institutions, and, therefore, does not exceed the thresholds for a Type II Action established under 6 NYCRR Part 617.
2. The Board hereby determines the Proposed Action is a Type II action in accordance with SEQRA regulations.
3. No further review of the Proposed Action is required under SEQRA.
4. This resolution shall be effective immediately.



March 13, 2023

Emily Herman, Superintendent
Wyoming Central School District
State Route 19, P.O. Box 244
Wyoming, NY 14591

**RE: WYOMING CENTRAL SCHOOL DISTRICT
PROPOSAL FOR ARCHITECTURAL / ENGINEERING SERVICES
2023/2024 CAPITAL OUTLAY EXCEPTION PROJECT**

Dear Mrs. Herman:

Clark Patterson Lee (CPL) is pleased to submit our proposal to provide architectural and engineering services for the 2023/2024 Capital Outlay Exception (COE) Project at the Wyoming Central School District. The project shall include various pavement replacements, various sidewalk replacements, and building envelop improvements. This project will require generation of construction documents for submission to the authority having jurisdiction (NYSED). The Office of Facilities Planning shall review, approve, and issue a building permit for commencement of the work. The Project plans & specifications shall be prepared in coordination with the District and any applicable consultants.

The scope of work related to the 2023/2024 COE Project shall include:

1. Submission of Letter of Intent for issuance of SED project number.
2. Development of SED Final Submission Paperwork.
3. Development of bid-ready drawing & specification Construction Documents.
4. Submission of Construction Documents to SED for electronic review by Facilities Planning.
5. Submission of Addenda to SED for approval and issuance of permit.
6. Final review of the Construction Documents with the District prior to bid.
7. Coordination with District's Print House for distribution of Construction Documents to potential bidders.
8. Assist District with maintenance of Plan Holder list.
9. Assist District with conduction of (1) Pre-bid Walkthrough and (1) Bid Opening meeting.
10. Assist District with apparent low-bidder interviews.

11. Development of Recommendation Letter for presentation to Board of Education.
12. Performance of Contract Administration for the duration of the project, including but not limited to:
 - i. Construction meetings at appropriate intervals.
 - ii. Submittal & shop drawing reviews.
 - iii. Clarifications to requests for information.
 - iv. Assistance with development of Change Orders for submission to SED (if applicable).
 - v. Payment application review & certification.
 - vi. Periodic site visits to determine if the work performed conforms to the general intent of the Construction Documents.
 - vii. Generation of site observation reports to document progression of the work.
 - viii. Assist District with close-out procedures.
 - ix. Certificate of Substantial Completion issuance upon project completion.

Schedule

The proposed milestone schedule is as follows:

- Notice to Proceed	March 2023	
- Design	March – May	(8) weeks
- SED Review	May – August	(16) weeks
- SED Comments & Approval	August 1 – August 14	(2) weeks
- Printing & Advertisement	September	(2) week
- Bidding & Opening	October	(1) weeks
- Award	October	(1) week
- Construction	October 1 – May 31	(34) weeks
- Substantial Completion	May 31 – June 7	(1) week
- Project Close-out	May 2022	

Budget

The proposed project budget is as follows:

- Sitework	\$ 65,500
- Building Envelope	\$ 10,000
- <u>Construction Contingency Allowance (5%)</u>	<u>\$ 5,000</u>
- Total Construction	\$ 80,500
- Total Incidentals	\$ 19,500
- Total Budget	\$100,000

Fee

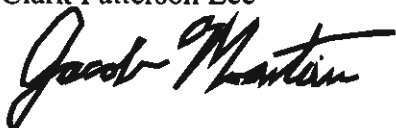
The proposed services for the 2023/2024 COE Project will be completed for the lump sum fee of **\$12,000**. Fee Excludes Hazardous Material Testing, and Electronic Review Submission Fee, & Mileage Reimbursement. Invoices shall be issued to the district monthly over the course of design & construction. The fee schedule by phase is as follows:

- Construction Documents	55%	\$ 6,600
- SED Approval	10%	\$ 1,200
- Bidding	10%	\$ 1,200
- Construction Administration	25%	\$ 3,000
- Total Fee	100%	\$12,000

We appreciate this opportunity to submit our proposal and look forward to working with the Wyoming Central School District in this new endeavor. Should this proposal be acceptable, please provide us with a written Notice to Proceed by signing below. Should you have any questions or require additional information, please contact us at (800) 274-9000, Extension 1010.

Very truly yours,

Clark Patterson Lee



Jacob A. Mountain
Project Manager

Proposal Accepted By:

Signature: _____ Date: _____