

BOARD OF COOPERATIVE EDUCATIONAL SERVICES
Hamilton-Fulton-Montgomery Counties
Johnstown, NY 12095

DATE May 26, 2021

PLACE Meeting can be accessed via phone:
Call: 1-646-992-2010 - Access Number: 173 191
2815.

KIND OF MEETING Regular Monthly

MEMBERS PRESENT James Beirlein, Harry Brooks, Carmen Caraco,
John DeValve, Jean LaPorta and
Allan Turnbull

MEMBERS ABSENT Gustavo Sacerio

OTHERS PRESENT David Ziskin, District Superintendent; Lorraine
Hohenforst, Deputy Superintendent; Jay
DeTraglia, Assistant Superintendent; Kathi
Lewis, School Business Official; Aaron Flynn,
Human Resources Manager; Michael DiMezza, CTE
Principal; Riley O'Malley, Coordinator of CTE;
Daniel Salvagni, Coordinator of Special
Education; Beth Smith, Renee Stewart, and
Heather Bazan, Registered Professional Nurses
(School); Carden Smith, Computer Services
Coordinator and Christine Eaton, Clerk

CALL TO ORDER President Brooks called the meeting to order at
5:00 p.m. followed by the Pledge of Allegiance.

APPROVAL OF AGENDA John DeValve made a motion, seconded by Allan
Turnbull and unanimously carried to approve the
agenda as presented and add any items
introduced by unanimous vote.

CANVASS THE VOTE Allan Turnbull made a motion, seconded by John
DeValve and unanimously carried to canvass the
vote, whereby 14 component school districts
cast an affirmative ballot for the adoption of
the 2021-2022 HFM Administrative Budget; duly
reelected to a three-year term incumbent Carmen
Caraco of the Mayfield School District and
elected Rebecca Cozzocrea of the Greater
Amsterdam School District and Matt Sullivan of
the Fonda-Fultonville Central School District
to three-year terms.

APPROVAL OF MINUTES John DeValve made a motion, seconded by Carmen Caraco to approve the minutes of the April 28, 2021 Regular Board Meeting and the May 10, 2021 Special Board Meeting. This motion was carried unanimously.

ASSISTANT SUPERINTENDENT'S REPORT The Assistant Superintendent's Partnership-Advocacy-Leadership Report included:

- ▶ School Nurse Recognition
- ▶ CTE Program Re-Approval Presentation - Michael DiMezza and Riley O'Malley

DISTRICT SUPERINTENDENT'S REPORT The District Superintendent's Partnership-Advocacy-Leadership report included:

- ▶ 2021-22 Board Goals
- ▶ Board of Regents Update

PERSONNEL ITEMS Upon the District Superintendent's recommendation, the following personnel items were presented to the Board for acceptance or approval. All new appointments are contingent upon receipt of Employment Eligibility Verification form.

ADULT EDUCATOR PART-TIME HOURLY RATE Allan Turnbull made a motion, seconded by John DeValve and unanimously carried to increase the hourly rate for part-time, temporary Adult Educators to \$30.00 per hour effective July 1, 2021. (SY 20-21 #351)

Resignations

Allan Turnbull made a motion, seconded by John DeValve and unanimously carried to accept the following employee's resignations:

Resignations

	<u>Name</u>	<u>Position</u>	<u>Division</u>	<u>Effective Date</u>
1.	Shayla Dixon	Bus Driver	Regional Transportation (01/06/20)	06/25/21
2.	Theresa Gillis	Teacher Aide	Special Education (10/20/2016)	04/23/2021
3.	Kayla Hogabone	Teacher Aide	Adult Literacy and Corrections Education (09/01/2018)	06/30/2021
4.	Natacha Robeson	Principal Account Clerk	Business Office (08/10/2020)	06/04/2021
5.	Kristen Sikora	Teacher on Special Assignment	Itinerant Services (09/30/2019)	06/30/2021

(SY 20-21 #352, 353,354,355,356)

**Unpaid Leaves
Of Absence**

Allan Turnbull made a motion, seconded by John DeValve and unanimously carried to approve the following unpaid leaves of absence:

	<u>Name</u>	<u>Position</u>	<u>Division</u>	<u>Effective Date</u>
1.	Debra McArthur	Bus Driver	Regional Transportation (09/01/2016)	03/29/21 - 06/30/21
2.	Meredith Tuppen	Veterinary Science Teacher	CTE (09/01/2018)	06/16/2021 - 06/25/2021

(SY 20-21 #357, 358)

**Appointments -
Certified Teachers
Temporary or
Part-time**

John DeValve made a motion, seconded by Allan Turnbull and unanimously carried to approve the following Certified Teacher temporary or part-time appointments:

a.	Name:	Gail Colinas
	Appointment Type:	Temporary
	Title	Adult Educator
	Tenure Area:	N/A
	Salary:	\$59,032.00
	Effective Date:	09/01/2021-06/30/2022
	Department:	Adult Literacy and Corrections Education
	FTE:	1.0
	Certification	Literacy and GED Preparation Instructor Adult Education Extension

- b. **Name:** Thomas DiMezza
Appointment Type: Part-time
Title: Law Enforcement Services Teacher
Tenure Area: N/A
Salary: \$59,932.00 pro-rated to \$27,466.00
Effective Date: 09/01/2021
Department: CTE
FTE: 0.5
Certification: Law Enforcement Services 7-12 Transitional A
- c. **Name:** Lauren Draus
Appointment Type: Temporary
Title: Adult Educator
Tenure Area: N/A
Salary: \$52,043.00
Effective Date: 09/01/2021-06/30/2022
Department: Adult Literacy and Corrections Education
FTE: 1.0
Certification: English Language Learning Instructor Adult Education Certificate
- d. **Name:** Hillary Graff
Appointment Type: Temporary
Title: Adult Educator
Tenure Area: N/A
Salary: \$46,420.00
Effective Date: 09/01/2021-06/30/2022
Department: Adult Literacy and Corrections Education
FTE: 1.0
Certification: Literacy (Birth-Grade 6) – Professional
- e. **Name:** Annette Greco
Appointment Type: Temporary
Title: Adult Educator
Tenure Area: N/A
Salary: \$48,548.00
Effective Date: 09/01/2021-06/30/2022
Department: Adult Literacy and Corrections Education
FTE: 1.0
Certification: Literacy (Birth-Grade 6) – Professional
- f. **Name:** Thomas Nethaway
Appointment Type: Part-time
Title: Law Enforcement Services Teacher
Tenure Area: N/A
Salary: \$59,932.00 pro-rated to \$27,466.00
Effective Date: 09/01/2021
Department: CTE
FTE: 1.0
Certification: Law Enforcement Services 7-12 Transitional A
- g. **Name:** Christian O'Callighan-Leue
Appointment Type: Temporary
Title: Adult Educator
Tenure Area: N/A
Salary: \$44,291.00
Effective Date: 09/01/2021-06/30/2022
Department: Adult Literacy and Corrections Education
FTE: 1.0
Certification: Job Skills Adult Education

- h. **Name:** Geovanny Santamaria
Appointment Type: Temporary
Title: Adult Educator
Tenure Area: N/A
Salary: \$47,484.00
Effective Date: 09/01/21-06/30-22
Department: Adult Literacy and Corrections Education
FTE: 1.0
Certification: English Language Learning Instructor Adult Education Certificate
(SY 20-21 #359, 360, 361, 362, 363, 364, 365, 366)

Appointments -
Civil Service

Allan Turnbull made a motion, seconded by John Devalve and unanimously carried to approve the following Civil Service appointments:

- a. **Name:** Chad Agerter
Appointment Type: Probationary
CS Title: School Bus Attendant
Probationary Term: 05/27/21-05/26/22
Salary: \$13.75 per hour
FTE: 1.0
Department: Regional Transportation
- b. **Name:** John Riedle
Appointment Type: Probationary
CS Title: Custodial Worker
Probationary Term: 07/01/21-06/30/2022
Salary: \$25,887.86
FTE: 1.0
Department: Operations and Maintenance
- c. **Name:** Vivian Sweeney
Appointment Type: Probationary
CS Title: School Bus Attendant
Effective: 05/27/21-05/26/22
Salary: \$13.75 per hour
FTE: 1.0
Department: Regional Transportation

(SY 20-21 #367, 368, 369)

All Other
Appointments

Allan Turnbull made a motion, seconded by John DeValve and unanimously carried to approve the following all other appointments:

All Other Appointments

- a. Recommend the Board approve the appointments of the substitutes listed below, with effective dates as noted. Employees are not eligible for benefits (health, dental, vision, long-term disability and life insurance).

Teachers – effective 05/27/21

Tracie Snell Tamara Minicki Victoria Moore

School Bus Attendants- effective 05/12/21

Lorraine Pagles Daisy Vargas

(SY 20-21 #370, 371)

- b. Recommend the Board approve the appointments and re-appointments of staff listed below for the 2020-21 school year, with effective dates as noted. Employees are not eligible for benefits (health, dental, vision, long term disability and life insurance).

Table with 7 columns: Name, Division, Rate, Hourly/Per Diem/Stipend, Term of Employment, Not to Exceed, Position Category. Contains 13 rows of staff appointment data.

14. Hillary Graff	Adult Literacy and Corrections Education	\$30.00	Per Hour	07/01/2021-06/30/2022	200 hours	Hourly Adult Educator
15. Annette Greco	Adult Literacy and Corrections Education	\$30.00	Per Hour	07/01/2021-06/30/2022	50 hours	Hourly Adult Educator
16. Rebecca Hart	Adult Literacy and Corrections Education	\$30.00	Per Hour	07/01/2021-06/30/2022	600 hours	Hourly Adult Educators
17. Andrea Hernigle	Adult Literacy and Corrections Education	\$30.00	Per Hour	07/01/2021-06/30/2022	600 hours	Hourly Adult Educator
18. Lisa Malagisi	Adult Literacy and Corrections Education	\$30.00	Per Hour	07/01/2021-06/30/2022	200 hours	Hourly Adult Educator
19. Geovanny Santamaria	Adult Literacy and Corrections Education	\$30.00	Per Hour	07/01/2021-06/30/2022	50 hours	Hourly Adult Educator
20. Natacha Robeson (SY 20-21 #373, 374, 375, 376, 377, 378)	Business Office	\$31.00	Per Hour	06/07/2021-06/30/2021	N/A	Casual Worker

- c. Recommend the Board approve the following staff for the HFM BOCES Regional Summer School program effective July 1, 2021 to August 31, 2021:

Name	Position	Rate
Campos, Diane	Teacher	\$30.00
Cuomo, Lexi	Teacher	\$30.00
DeTraglia, Mary	School Counselor	\$30.00
Ditata, JoMarie	Library Media Specialist	\$30.00
Faville, Cassandra	Teacher	\$30.00
Flynn, Laura Jean	Teacher	\$30.00
Glock, Debbie	Teacher	\$30.00
Greco, Frank	Teacher	\$30.00
Hazzard, Jennifer	Teacher	\$30.00
Nancy Spagnola	Teacher	\$30.00
Marshall, Kristina	Teacher	\$30.00

Rohrs, Christian	Teacher	\$30.00
Savoie, Kristina	Teacher	\$30.00
Schuyler, Rodney	Teacher	\$30.00
Schwab, Terri	Teacher	\$30.00
Shaw, Heather	Teacher	\$30.00
Smith, Blake	Teacher	\$30.00
Smith, Kimberly	Teacher	\$30.00
Wilary, Kevin	Teacher	\$30.00
Fedullo, Aimee	Teacher Aide	\$13.69
Palczak, Deanna	Teacher Aide	\$13.69
Pfeiffer, Nonagail	Teacher Aide	\$13.69
Wilmot, Lisa	Senior Typist	\$16.02

(SY 20-21 #379)

- d. Recommend the HFM BOCES Regional Transportation staff be appointed and paid at their current rate for the period of July 1, 2021 to August 31, 2021:

Bus Drivers:

Michael Brown	Destiny Brownell	Vanessa Cintron
Dennis Comstock	Laurie Fallis	Jose Gonzales, Sr.
Debra Mc Arthur	Amanda Moore	Amy Mulvey
Gregory Musillo	April Ostrander	Ginnette Ostrander
William Peek	Dennis Rein	Donna Rolon
Jason Shanahan	Aaron Sieg	Marie Smimmo
Gloria Sutler	Korena Thornton	

(SY 20-21 #380)

School Bus Attendants:

Nicollette Buddle	Lynn Buyce	Rebecca Carter
Aubrey Catucci	Roseann D'Angelo	Pamela Dooling
Marcia Miles	Maria Morey	Kelly Nethaway
Joseph Papa	Virginia Peck	Leandra Smith
Melissa Ten Eyck	Sandra Town	Antoinette Walters
Monique Wheeler		

(SY 20-21 #380)

- e. Appoint the following PTECH staff to work up to 100 hours at the rate of \$25.00 per hour between 07/01/2021-06/30/2022 on curriculum planning and or Professional Development:

Jacob Amidon	Sandra Barkevich	Jacob Brode
Katie Catucci	Eric Chatham	Kayleigh Denney
Katherine Fazel	Melissa Fisher	AnnaMaria Goderie
Jeanne Halloran	Cassandra Hehl	Ping Huang
Melissa McGill	Cristin Murphy	Rodney Schuyler
Matthew Sherman	Nathanael Somerville-Braun	Jennifer Sponnoble
Keturah Tallon	Dylan Toscano	Brandon Trinkle
Taylor VanSlyke	Allyson Warren	Adrienne Zych

(SY 20-21 #381)

- f. Appoint the following PTECH staff to work up to 20 hours at a rate of \$25.00 per hour between 07/01/21-6/30/22 as chaperones and/or morning supervision from 6:55am-7:55am on days when students are present in school.

Jacob Amidon	Sandra Barkevich	Jacob Brode
Katie Catucci	Eric Chatham	Kayleigh Denney
Katherine Fazel	Melissa Fisher	AnnaMaria Goderie
Jeanne Halloran	Cassandra Hehl	Ping Huang
Melissa McGill	Cristin Murphy	Rodney Schuyler
Matthew Sherman	Nathanael Somerville-Braun	Jennifer Sponnoble
Keturah Tallon	Dylan Toscano	Brandon Trinkle
Taylor VanSlyke	Allyson Warren	Adrienne Zych

(SY 20-21 #381)

- g. Appoint the following PTECH staff to work up to 10 days at their daily rate between 7/1/2021 and 8/31/2021 as teachers.

Jacob Amidon	Sandra Barkevich	Jacob Brode
Katie Catucci	Kayleigh Denney	Melissa Fisher
Jeanne Halloran	Melissa McGill	Ping Huang
Rodney Schuyler	Nathanael Somerville-Braun	Dylan Toscano
Brandon Trinkle	Allyson Warren	Adrienne Zych

(SY 20-21 #381)

- h. Appoint the following PTECH staff to work up to 30 days at their daily rate as counselors between 7/1/2021 and 8/31/2021.

Cassandra Hehl	Matthew Sherman	Jennifer Sponnoble
Taylor VanSlyke	Keturah Tallon	

(SY 20-21 #381)

- i. Approve the following staff to work up to 5 days at their daily rate as School Nurses between 7/1/21 and 8/31/21:

Beth Smith	Renee Stewart	
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(SY 20-21 #381)

- j. Appoint the following PTECH staff to work up to 20 days as Teacher Aides at their daily rate at Fulton-Montgomery Community College and/or SUNY Cobleskill between 7/1/2021 and 8/31/2021.

Evette Hess	Kasey Mang	Adrienne Morse
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(SY 20-21 #381)

- k. Appoint the following PTECH staff to work up to 10 days at their daily rate as Instructional Coaches between 7/1/2021 and 8/31/2021.

Kimberly Abel (SY 20-21 #381)	Lisa Gargiulo	
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- l. Appoint the following PTECH staff to work up to 20 days at their daily rate as a teacher between 7/1/2021 and 8/31/2021.

AnnaMaria Goderie (SY 20-21 #381)		
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- m. Appoint the following PTECH staff to work up to 30 days at their daily rate as a teacher between 7/1/2021 and 8/31/2021.

Katherine Fazel (SY 20-21 #381)	Eric Chatham	Cristin Murphy
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**Amended
Appointment**

Allan Turnbull made a motion, seconded by John DeValve and unanimously carried to amend the following appointments:

Toscano, Dylan - Social Studies Teacher with PTECH, amending his September 25, 2019 appointment from D-1 salary to C-1 salary. (SY 20-21 #382)

Meca, Kimberly - Senior Typist with Library System, amending her August 26, 2020 appointment from provisional to probationary effective May 27, 2021 through May 26, 2022. Salary remains the same. (SY 20-21 #383)

**Abolish
Positions**

Allan Turnbull made a motion, seconded by John DeValve and unanimously carried to abolish the following positions:

<u>POSITION</u>	<u>EFFECTIVE DATE</u>
1. 1.0 FTE Interpreter of the Deaf #040544	05/26/2021
2. 1.0 FTE Transportation Supervisor #111210	05/26/2021

(SY 20-21 #384)

Miscellaneous
Personnel Items

Allan Turnbull made a motion, seconded by John DeValve and unanimously carried to approve the following Miscellaneous Personnel Items:

2021-2022 Non-Represented Salary Schedule
(SY 20-21 #385)

Settlement Agreement by and between the Board of Cooperative Educational Services, Hamilton, Fulton and Montgomery Counties and the BOCES Teachers' Association, Hamilton, Fulton, Montgomery Counties and Employee number 2378.
(SY 20-21 #386)

BE IT RESOLVED that the Board of Education of the HFM BOCES hereby accepts the resignation of Kristian Walker, pursuant to the terms of the Agreement by and between the BOCES and Mr. Walker; approves such agreement dated May 26, 2021, and authorized the District Superintendent to execute the agreement. (SY 20-21 #387)

Assistant Superintendent for BOCES Educational Services Employment Agreement (SY 20-21 #388)

CLAIMS AUDITOR
REPORT

John DeValve made a motion, seconded by Jean LaPorta, and unanimously carried to approve the Claims Auditor Report for the period of April 14, 2021 through April 29, 2021. (SY 20-21 #389)

TREASURER'S
REPORT

Jean LaPorta made a motion to accept the Treasurer's Report for the period of April 1, 2021 through April 29, 2021. This motion was seconded by James Beirlein and unanimously carried. (SY 20-21 #390)

EXTRACLASS
REPORT

John DeValve made a motion to approve the April 2021 Extraclass report as submitted. This motion was seconded by Jean LaPorta and unanimously carried. (SY 20-21 #391)

GRANTS

Allan Turnbull made a motion, seconded by Jean LaPorta and unanimously carried to accept the following grant funds and authorize their suitable appropriation and expenditure, pursuant to State Education Department and/or local approvals:

School Library System- Aid for Automation - \$1,837.00
(SY 20-21 #392)

SERVICE AGREEMENT
FOR FLEXIBLE
BENEFIT PLAN
ADMINISTRATION

Carmen Caraco made a motion to authorize the District Superintendent to execute the Service Agreement for Flexible Benefit Plan Administration by and between HFM BOCES and ProBenefits, Inc., to assist with the administration of the Health Flexible Spending Accounts and the Dependent Care Flexible Spending Accounts effective July 1, 2021. (SY 20-21 #393)

R.G. TIMBS Inc.,
PROPOSAL FOR
SERVICES

John DeValve made a motion, seconded by Allan Turnbull and unanimously carried to authorize the District Superintendent to execute the Proposal for Services by R.G. Timbs Inc., and HFM BOCES to provide HFM BOCES with advisory services regarding collective bargaining. (SY 20-21 #394)

SCHOOL LUNCH POINT
OF SALE DRAWER
CHANGE

John DeValve made a motion to approve HFM BOCES to issue Darla Sandford a check in the amount of \$50.00. This will be used for point of sale drawer change for the summer program located at Glebe Street. This motion was seconded by Jean LaPorta and unanimously carried. (SY 20-21 #395)

RESOLUTION TO
AMEND 403(b)
RETIREMENT PLAN

Allan Turnbull made a motion, seconded by Jean LaPorta and unanimously carried to approve the attached Resolution to Amend the Hamilton-Fulton-Montgomery BOCES 403(b) Retirement Plan. (SY 20-21 #396)

RFP EXTENSIONS
AND REVISED RFB
RECOMMENDATIONS

Pursuant to competitive bidding process, John DeValve made a motion, seconded by Jean LaPorta and unanimously carried to accept the bid extensions and revised RFB recommendations as noted by memoranda from the Purchasing Official in the following areas:

RFP 19-18RE Laundry Services - Century Linen and Uniform Inc. 335 N Main Street, Gloversville, NY 12078 (SY 20-21 #397)

RFP 19-04 Design Services for Building Condition Survey Projects - Tetra Tech Architects, Engineers and Landscape PC 8 South Woods Blvd 3rd Floor, Albany, NY 12211 (SY 20-21 #398)

RFP 19-06 HVAC Services - Emtech 5 Hemlock Street, Latham, NY 12110 (SY 20-21 #399)

RFP 19-07 Copier Maintenance Services - Derby Office Equipment 1040 State Highway 29A, Gloversville, NY 12078 (SY 20-21 #400)

RFP 18-04 Menu Planning and Nutrient Analysis Software - Health E Pro PO Box 124, Anacortes, WA 98221 (SY 20-21 #401)

RFB 20-09 Groceries - Ginsberg's Food is no longer able to adhere to the pricing on three items they submitted on RFB 20-09 Groceries. Recommendation is to re-award the three items to US Foods. (SY 20-21 #402)

Ginsberg's Food is no longer able to adhere to the pricing on six items they submitted on RFB 20-09 Groceries. Recommendation is to rescind the award for the six items. (SY 20-21 #402)

US Foods is no longer able to adhere to the pricing on one item they submitted on RFB 20-09 Groceries. Recommendation is to rescind the award for the one item. (SY 20-21 #402)

RFB 20-10 Meat and Dairy - Ginsberg's Food is no longer able to adhere to the pricing on three items they submitted on RFB 20-10 Meat and Dairy. Recommendation is to rescind the award for the three items. (SY 20-21 #403)

US Foods is no longer able to adhere to the pricing on one item they submitted on RFB 20-10 Meat and Dairy. Recommendation is to rescind the award for the one item. (SY 20-21 #403)

RFB 20-11 Net Off Invoice - Ginsberg's Food is no longer able to adhere to pricing they submitted for one item on RFB 20-11 Net Off Invoice. Recommendation is to rescind the award for the one item. (SY 20-21 #404)

CONTRACT - LAMAR COMPANIES

Jean LaPorta made a motion, to authorize the District Superintendent to execute the contract by and between HFM BOCES and the Lamar Companies to provide advertising space on the Adult Literacy and Corrections Education Programs. This motion was seconded by John DeValve and unanimously carried. (SY 20-21 #405)

2021 ESYP CLASS-ROOM LEASE

Allan Turnbull made a motion to approve the Special Education Lease for the 2021 Extended School Year Program as prepared and submitted by the Business Office. This motion was seconded by Jean LaPorta and unanimously carried. (SY 20-21 #406)

WORKERS
COMPENSATION

Carmen Caraco made a motion, seconded by John DeValve and unanimously carried to approve HFM BOCES to enter into an agreement with Public Employer Risk Management Association, Inc., (PERMA) for workers' compensation coverage for the period of July 1, 2021 to July 1, 2022 by approving the attached resolution and agreement. (SY 20-21 #407, #408)

CTE PROGRAM RE-
APPROVALS

John DeValve made a motion to approve the CTE program re-approvals for Medical Assisting, Environmental Conservation, Construction Technology and Auto Body to be submitted to New York State Education Department. This motion was seconded by Carmen Caraco and unanimously carried. (SY 20-21 #409, #410, #411, #412)

POLICIES - SECOND
READINGS AND
ADOPTION

Jean LaPorta made a motion, seconded by John DeValve and unanimously carried to accept the following policies as second readings and adopt them:

Policy # 6301 Benefits - Non-Represented Employees (revised) (SY 20-21 #413)

Policy # 4601 - Extraclassroom Activity Funds (SY 20-21 #414)

Policy # 4602 - Duties of the Faculty Auditor of Extraclassroom Activity Funds (SY 20-21 #415)

BOARD MEMBER
REPORTS
AND COMMENTS
Resignation of a
Board Member

Jean LaPorta made a motion to accept with regret, the resignation of Board member Gustavo Sacerio effective May 27, 2021. This motion was seconded by John DeValve and unanimously carried. (SY 20-21 #416)

Allan Turnbull mentioned how he ran into a mentee of Dr. Brooks and how impressed she was with him.

Jean LaPorta commented on how this year was a difficult year for teachers and staff members and how the Board would like to acknowledge that.

FUTURE MEETINGS June 30, 2021 - HFM BOCES Regular Board Meeting, 5:00 p.m., HFM BOCES Board Room and via Webex.
 July 7, 2021 - HFM BOCES Reorganizational Board Meeting, 5:00 p.m., HFM BOCES Board Room and via Webex.

ADJOURNMENT: With no further business to come before the Board, Allan Turnbull made a motion at 6:55 p.m. to adjourn the meeting. This motion was seconded by John DeValve and unanimously carried.

Respectfully submitted,

Christine Eaton
Clerk of the Board