



Tech Valley High School Operating Board  
A joint venture of Questar III BOCES and Capital Region BOCES

### Reorganization Meeting Minutes – September 29, 2022

A Regular Meeting of the Tech Valley Regional Technology Institute (Tech Valley High School), a joint venture of the Board of Cooperative Educational Services of Albany-Schoharie-Schenectady-Saratoga Counties, 900 Watervliet-Shaker Road, Albany, New York, and the Board of Cooperative Educational Services of Rensselaer-Columbia-Greene Counties, 10 Empire State Boulevard, Castleton, New York, was held on September 29, 2022 at the Tech Valley High School, SUNY Polytechnic Institute, College of Nanoscale Science and Engineering, 246 Tricentennial Drive, Albany, New York 12203. The meeting was called to order at 6:15 p.m. by President Brooks.

<b>PRESENT</b>	<i>Edmund Brooks, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, Heather Soroka, Frank Zwack Mr. Harry Hadjioanou: Questar III BOCES Deputy Superintendent, Lauren Gemmill: Capital Region BOCES Acting DS, Robin Emanatian, Board Clerk</i>
<b>ABSENT</b>	<i>John Bergeron, Nancy delPrado Dr. Gladys I Cruz: Questar III BOCES DS, Anita Murphy: Capital Region BOCES DS</i>
<b>STAFF</b>	<i>Amy Hawrylchak, Principal/CAO: Joined Virtually</i>
<b>GUESTS</b>	<i>Wendy Ashley, Mike Buono, Danielle Hemmid, Bethany Centrone, James Tardy, Jen Muirhead</i>
Reorganization Meeting	Called to Order and Pledge to the Flag by Mr. Harry Hadjioannou @ 6:15PM
Appointment of Board Clerk	Recommended that <b>Robin L. Emanatian</b> of Questar III BOCES be and hereby is appointed Clerk of the Board of Tech Valley High School, to serve at the pleasure of the Board for the year ending June 30, 2023 or until a successor is chosen. <b>1- Member Lenhardt                      2- Member Zwack                      Motion Carried: 8 Yes / 0 No</b>
Resignation of Board Members ( <i>No resolution</i> )	The Tech Valley High School Operating Board recognizes, with regret, the resignation of members <b>Kevin Kutzscher</b> and <b>Lynn Clum</b> .
Addition of Board Members and Administration of Oaths of Office ( <i>No resolution</i> )	The Tech Valley High School Operating Board welcomes newly appointed members <b>Nadine Gazzola</b> (Taconic Hill CSD) and <b>Heather Soroka</b> (Watervliet CSD) to serve terms effective July 1, 2022 through June 30, 2025 and oaths of office will be administered by the board clerk.
Welcome of Extended Current Board Members and Administration of Oaths of Office ( <i>No resolution</i> )	The following board member terms have been extended by their respective BOCES to continue serving the Tech Valley High Operating Board and the board recognizes their continued services and oaths of office will be administered by the board clerk.  <b>John Bergeron</b> (July 1, 2022-June 30, 2025) <b>Edmund Brooks</b> (July 1, 2022-June 30, 2025) <b>Nancy delPrado</b> (July 1, 2022-June 30, 2025) <b>Joseph Garland</b> (July 1, 2022-June 30, 2025) <b>John C. Hill</b> (July 1, 2022-June 30, 2025) <b>Lynne Lenhardt</b> (July 1, 2022-June 30, 2025) <b>John Phelan</b> (July 1, 2022-June 30, 2025) <b>Frank Zwack</b> (July 1, 2022-June 30, 2025)

<p>Election of President</p>	<p>Recommend that the board members of the Tech Valley High School Board nominate Edmund Brooks as Board President for the ensuing year. Nominations Closed Recommend that the board members of the Tech Valley High School Board elects Edmund as Board President to serve at the pleasure of the Board for the year ending June 30, 2023 or until a successor is chosen.</p> <p><b>1- Member Zwack    2- Member Phelan    Motion Carried: 8 Yes / 0 No</b></p> <p>The Oath of Office administered by Robin Emanatian, Clerk of the Board, to the President.</p>
<p>Election of Vice President</p>	<p>Recommend that the board members of the Tech Valley High School Board nominate John Phelan as Board Vice President for the ensuing year. Nominations Closed Recommend that the board members of the Tech Valley High School Board elects John Phelan as Board Vice President to serve at the pleasure of the Board for the year ending June 30, 2023 or until a successor is chosen.</p> <p><b>1- Member Brooks    2- Member Lenhardt    Motion Carried: 8 Yes / 0 No</b></p> <p>The Oath of Office administered by Robin Emanatian, Clerk of the Board, to the Vice President.</p>
<p><b><i>BY CONSENT</i></b></p>	
<p>Authorization for Board Members to Attend Conferences / Reimbursement of Approved Expenses Associated with Duty Performance</p>	<p>Recommend that the board members of the Tech Valley High School Board may attend conferences and shall be reimbursed for all expenses related to such conference that are incurred while discharging the duties of a board member when not reimbursed by the respective BOCES boards, within budgetary allotments and subject to General Municipal Law 77-b.</p>
<p>Authorization of Executive Officers to Approve Staff Conference Attendance / Reimbursement of Approved Expenses Associated with Duty Performance</p>	<p>Recommend that the Executive Officers of the Tech Valley High School Board shall be authorized to approve conference attendance and expenses associated with discharge of duties at board expense within the budgetary allotments and subject to General Municipal Law 77-b.</p>
<p>Authorization to Establish Petty Cash Account</p>	<p>Recommend that the Tech Valley High School be authorized to establish a Petty Cash Account in the amount of \$100.</p>
<p>Appointment of Board Treasurer</p>	<p>Recommended that <b>Andrea Norton</b> of Capital Region BOCES be and hereby is appointed Treasurer of the Tech Valley High School and Central Treasurer of the Petty Cash Account, to serve at the pleasure of the Board for the year ending June 30, 2023 or until a successor is chosen.</p>
<p>Designation of Internal Auditor Services</p>	<p>Recommend that <b>Questar III BOCES</b> is designated to provide Internal Audit Services for the Board of Tech Valley High School, pursuant to Section 1950 of the Education Law for the ensuing year ending June 30, 2023, or until a successor is chosen.</p>

Designation of Purchasing Agent & Claims Auditor Services	Recommend that <b>Capital Region BOCES</b> is designated to provide Purchasing Agent and Claims Auditor Services for the Board of Tech Valley High School, both pursuant to Section 1950 of the Education Law for the ensuing year ending June 30, 2023, or until a successor is chosen.
Administration of Oaths of Office	The Oath of Office will be administered by Robin Emanatian, Clerk of the Board, to the newly appointed officer(s).
Designation of Depository	Recommend that <b>TD Bank</b> is hereby designated as the official depository for the Tech Valley High School.
Designation of Official Newspapers	Recommend that the official newspapers of Capital Region BOCES and Questar III BOCES are hereby designated as the official newspapers for the Board of Tech Valley High School.
<p><b><i>CONSENT ITEMS ABOVE</i></b></p> <p>1- Member Lenhardt      2- Member Zwack      Motions Carried: 8 Yes / 0 No</p>	
Adjournment of Reorganization Meeting	<p>1- Member Garland      2- Member Phelan      Motion Carried: 8 Yes / 0 No</p>



**Operating Board**

**Regular Meeting Minutes**

DATE: September 29, 2022

LOCATION: Tech Valley High School  
SUNY Polytechnic Institute - College of Nanoscale Science and Engineering  
246 Tricentennial Drive, Albany, New York 12203

District Superintendent: Dr. Gladys I. Cruz, Questar III BOCES  
District Superintendent: Ms. Anita Murphy, Capital Region BOCES

Regular Meeting Called to Order	Meeting called to order by President Brooks at 6:22 PM
Public Hearing on Policy #5000 Student Code of Conduct	The meeting opened with a public hearing on the Student Code of Conduct. Notice of the hearing was posted to the website, notices were emailed and published in the official newspapers of Capital Region and Questar III BOCES.  There were no changes to the Code of Conduct.  Hearing no public comments, the public hearing was closed at 6:24 pm.
Approval of the Agenda & Waive 72 Hour Notice	BE IT RESOLVED: that the Tech Valley High School Operating Board approves the agenda as presented, and to waive the 72-hour notice to add items to the agenda by unanimous resolution.  <b>1- Member Garland                      2- Member Phelan                      Motion Carried: 8 Yes / 0 No</b>
Recognition of Visitors	
Communications	a) Discussion of the purchase & use of BoardDocs b) NYSSBA Convention October b) Our next Board Meeting will be held on Thursday, November 17, 2022
Approval of the Prior Meeting Minutes	BE IT RESOLVED: that the Tech Valley High School Operating Board approves the Minutes from the May 26, 2022 board meeting.  <b>1- Member Garland                      2- Member Zwack                      Motion Carried: 8 Yes / 0 No</b>
Privilege of the Floor	NONE

<p>PERSONNEL</p>	<p>a. <u>Appointment(s)</u></p> <p>1. <u>Per Diem Substitutes</u></p> <table border="0"> <thead> <tr> <th>Name</th> <th>Dates</th> <th>Position</th> <th>Rate</th> </tr> </thead> <tbody> <tr> <td>Megan Maribito</td> <td>09/01/2022-06/30/2023</td> <td>Teacher</td> <td>\$125/day</td> </tr> <tr> <td>Alan Weloth</td> <td>09/01/2022-06/30/2023</td> <td>Teacher</td> <td>\$125/day</td> </tr> </tbody> </table> <p>2. <u>Certified Staff</u></p> <p>Name: Caryn Anderson          Position: Teaching Assistant (1.0 FTE, 10 month)          Effective: 9/1/2022          Certification: Teaching Assistant Level 3          Type of Appointment: Full Time Probationary          Tenure Area: Teaching Assistant          Probationary Period: 9/1/2022 – 8/31/2026 (4 years)          Annual Salary: \$30,000          Benefits: As set forth in the TVHS Teacher Association agreement</p> <p>3. <u>Classified Staff</u></p> <p>Name: Christine Futia          Position: Cleaner - Part-time (.60 FTE, 10 month)          Effective: 9/1/2022 – 6/30/2023          Type of Appointment: Part-time - Probationary Civil Service          Probationary Period: 9/1/2022 – 8/31/2023 (1 year)          Annual Salary: \$41,000 (to be prorated based upon .60 FTE)          Benefits: As set forth in the TVHS Benefits policy (prorated based upon FTE)</p> <p>1- Member Hill      2- Member Gazzola      Personnel Motions Carried: 8 Yes / 0 No</p>	Name	Dates	Position	Rate	Megan Maribito	09/01/2022-06/30/2023	Teacher	\$125/day	Alan Weloth	09/01/2022-06/30/2023	Teacher	\$125/day				
Name	Dates	Position	Rate														
Megan Maribito	09/01/2022-06/30/2023	Teacher	\$125/day														
Alan Weloth	09/01/2022-06/30/2023	Teacher	\$125/day														
<p>BUSINESS</p>	<p>a. <u>Internal Claims Auditor Report</u>          BE IT RESOLVED: that the Tech Valley High School Operating Board accepts the Internal Claims Audit Reported dated May through July, 2022.</p> <p>b. <u>Treasurer's Report</u>          BE IT RESOLVED: that the Tech Valley High School Operating Board approved the Treasurer's Report dated June 30, 2022.</p> <p>c. <u>Appointment of Directors to the Tech Valley School Foundation Inc.</u></p> <table border="0"> <thead> <tr> <th><u>Name</u></th> <th><u>Original Appointment</u></th> <th><u>Term</u></th> <th><u>Office</u></th> </tr> </thead> <tbody> <tr> <td>Mr. Dale Thuillez</td> <td>9/13/2007</td> <td>9/30/2022 – 9/30/2025</td> <td>Chairman &amp; President</td> </tr> <tr> <td>Robert Altman</td> <td>2/1/2020</td> <td>9/01/2022 – 9/30/2025</td> <td>Director</td> </tr> <tr> <td>Matthew Wade</td> <td>2/1/2020</td> <td>9/01/2022 – 9/30/2025</td> <td>Director</td> </tr> </tbody> </table> <p>d. <u>Acceptance of Donation(s)</u>          BE IT RESOLVED: that the Tech Valley High School Operating Board hereby accepts the following donations in accordance with Tech Valley High School Policy No. 2090:</p> <p>NONE</p>	<u>Name</u>	<u>Original Appointment</u>	<u>Term</u>	<u>Office</u>	Mr. Dale Thuillez	9/13/2007	9/30/2022 – 9/30/2025	Chairman & President	Robert Altman	2/1/2020	9/01/2022 – 9/30/2025	Director	Matthew Wade	2/1/2020	9/01/2022 – 9/30/2025	Director
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Robert Altman	2/1/2020	9/01/2022 – 9/30/2025	Director														
Matthew Wade	2/1/2020	9/01/2022 – 9/30/2025	Director														

	<p>e. <u>Surplus Equipment</u> BE IT RESOLVED: that the Tech Valley High School Operating Board approves the following surplus equipment be sold to Capital Region BOCES in the amount of its current value of \$9,074.55.</p> <table border="1"> <thead> <tr> <th data-bbox="391 306 911 338">ITEM</th> <th data-bbox="967 306 1084 338">Quantity</th> <th data-bbox="1166 306 1295 338">Condition</th> </tr> </thead> <tbody> <tr> <td data-bbox="391 369 683 394">QUAD CAMERA FOR WEBEX</td> <td data-bbox="1016 359 1032 384">2</td> <td data-bbox="1187 359 1276 384">Obsolete</td> </tr> <tr> <td data-bbox="391 426 691 451">MICROPHONE TRANSMITTER</td> <td data-bbox="1016 415 1032 441">1</td> <td data-bbox="1187 415 1276 441">Obsolete</td> </tr> <tr> <td data-bbox="391 483 911 508">AUTO-SWITCHER &amp; HDMI OVER CAT EXTENDER 400</td> <td data-bbox="1016 472 1032 497">1</td> <td data-bbox="1187 472 1276 497">Obsolete</td> </tr> <tr> <td data-bbox="391 539 483 564">43IN TV</td> <td data-bbox="1016 529 1032 554">1</td> <td data-bbox="1187 529 1276 554">Obsolete</td> </tr> <tr> <td data-bbox="391 596 797 621">MOBILE CART FOR INTERACTIVE BOARD</td> <td data-bbox="1016 585 1032 611">1</td> <td data-bbox="1187 585 1276 611">Obsolete</td> </tr> </tbody> </table> <p>f. <u>TVHS Intermunicipal Agreement</u> BE IT RESOLVED: that the Tech Valley High School Operating Board approves the TVHS Intermunicipal Sharing Agreement Third Amendment by and between The Board of Cooperative Educational Services of Rensselaer-Columbia-Greene Counties (aka Questar III BOCES) and The Board of Cooperative Educational Services of Albany-Schoharie-Schenectady-Saratoga (aka Capital Region BOCES) effective September 12, 2022.</p> <p><b>1- Member Garland                      2- Member Phelan                      Business Motions Carried: 8 Yes / 0 No</b></p>	ITEM	Quantity	Condition	QUAD CAMERA FOR WEBEX	2	Obsolete	MICROPHONE TRANSMITTER	1	Obsolete	AUTO-SWITCHER & HDMI OVER CAT EXTENDER 400	1	Obsolete	43IN TV	1	Obsolete	MOBILE CART FOR INTERACTIVE BOARD	1	Obsolete
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MOBILE CART FOR INTERACTIVE BOARD	1	Obsolete																	
<p>POLICIES</p>	<p><u>Board Policies</u> BE IT RESOLVED: that the Tech Valley High School Operating Board conducts a first reading of the following revised policies:</p> <table border="1"> <tr> <td data-bbox="431 1115 911 1146">Policy # 5000</td> <td data-bbox="919 1115 1398 1146">Code of Conduct</td> </tr> <tr> <td data-bbox="431 1150 911 1182">Policy # 5100</td> <td data-bbox="919 1150 1398 1182">Attendance</td> </tr> </table> <p><b>1- Member Gazzola                      2- Member Zwack                      Policy Motions Carried: 8 Yes / 0 No</b></p>	Policy # 5000	Code of Conduct	Policy # 5100	Attendance														
Policy # 5000	Code of Conduct																		
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<p>OTHER</p>	<p>a. <u>Chapter 56 of the Laws Of 2022 - Open Meetings Law Amendment Adoption</u> WHEREAS, by passing Chapter 56 of the Laws of 2022 (“Chapter 56”), the New York State Legislature amended Section 103 of the Open Meetings Law; and WHEREAS, Chapter 56 adds Section 103-a of the Open Meetings Law, permitting the Tech Valley School Operating Board to authorize its members to attend meetings by videoconferencing under extraordinary circumstances; and WHEREAS, Section 103-a(2)(a) requires the Tech Valley School Operating Board to adopt a resolution following a public hearing authorizing the limited use of videoconferencing under such circumstances; and WHEREAS, Section 103-a(2) allows for hybrid meetings by requiring “that a minimum number of members are present to fulfill the public body’s quorum requirement in the same physical location or locations where the public can attend”; and WHEREAS, Section 103-a(2)(c) requires that members be physically present at any such meeting “unless such member is unable to be physically present at any such meeting location due to extraordinary circumstances . . . including disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member’s physical attendance at such meeting”; and WHEREAS, in accordance with Section 103-a(2)(d), any members attending by videoconference must, excerpt during executive session, be “heard, seen and identified, while the meeting is being conducted, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon”; and</p>																		

	<p>WHEREAS, Section 103-a(2)(g) requires that any meeting where a member attends by videoconference be recorded, posted to the Tech Valley School Operating Board webpage within five business days, and transcribed upon request; and</p> <p>WHEREAS, Section 103-a(2)(h) requires that members of the public be permitted to attend and participate, if authorized, in any meeting by videoconference when a member attends by videoconference.</p> <p>BE IT RESOLVED, that the Tech Valley School Operating Board authorizes its members who experience an extraordinary circumstance, as described above and further defined by any rules or written procedures later adopted, to attend meetings by videoconference with written notice given to the board clerk not less than (3) three hours before such meeting: (i) as long as a quorum of the members attend in-person at one or more locations open to the public; (ii) as long as the member can be seen, heard, and identified while the open portion of the meeting is being conducted; and (iii) as otherwise permitted under Chapter 56 of the Laws of 2022; and be it further</p> <p>RESOLVED, that the Tech Valley School Operating Board shall create written procedures further governing its use of videoconferencing by its members in compliance with Chapter 56 of the Laws of 2022.</p> <p style="text-align: center;"><b>1- Member Phelan                      2- Member Gazzola      Motion Carried: 8 Yes / 0 No</b></p>
Principal's Report	<p>Amy Hawrylchak, TVHS Principal thanked Gretchen Wukits (prior Board Clerk) for her many years of service and welcomed Robin Emanatian as the new board clerk. She also thanked the TVHS team for covering while she is in Chicago at AASA.</p> <p>Report Items:</p> <ol style="list-style-type: none"> <li>1) NYSSBA Convention – TVHS Students will Showcase at a booth in Syracuse</li> <li>2) NYS Board of Regents will visit TVHS on 11/15/22</li> <li>3) TVHS Report out on             <ol style="list-style-type: none"> <li>a) Class of 2022 data</li> <li>b) Enrollment</li> <li>c) Staff Summer Work</li> <li>d) Camp Innovation</li> </ol> </li> </ol> <p>President Brooks praised Ms. Hawrylchak's leadership, accomplishments, and energy in her role.</p> <p>Harry Hadjoannou asked about the recruitment goal (now 142 students) expect at least 15+ in the next 2 years.</p>
District Superintendents' Reports	<p>Lauren Gemmill highlighted the AASA and BOR visits. These visits are sending a larger message of the impressive things being done at TVHS. The NYYS Board of Regents has developed a Blue Ribbon Commission to survey student needs and chosen Dr. Gladys Cruz to serve, as well as a TVHS student (a junior from Middleburgh CSD).</p>
Board Discussion	
Summary Actions	
Adjournment of Regular Meeting	<p>7PM</p> <p style="text-align: center;"><b>1- Member Garland                      2- Member Lenhardt      Motion Carried: 8 Yes / 0 No</b></p>

Robin Emanatian, Board Clerk  
Tech Valley High School