



Operating Board Regular Meeting Minutes

DATE: July 24, 2025

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. Lauren Gemmill, Capital Region BOCES~~

Members in Attendance:

Capital Region BOCES

~~Nancy delPrado, Board Member~~

~~Lynne Lenhardt, Board Member~~

John Phelan, Board President

Heather Soroka, Board Member

Bruce Tryon, Board Member

Questar III BOCES

Edmund Brooks, Board Member

Joseph Garland, Board Member

~~Nadine Gazzola, Board Member~~

John C. Hill, Board Member

Frank Zwack, Board Member

Also in Attendance:

Jacob Verchereau, School Attorney, Questar III and Acting Deputy Clerk

Regular Meeting Called to Order and Pledge of Allegiance	Meeting called to order by President Phelan at 6:15 PM and led the audience in the Pledge of Allegiance.
Temporary Appointment of Deputy Clerk	BE IT RESOLVED: that the Tech Valley High School Operating Board approves the temporary appointment of Mr. Jacob Verchereau as Deputy Clerk in the absence of the Board Clerk. Motion by Bruce Tryon, second by Joseph Garland. Final Resolution: Motion Carries Yes: Edmund Brooks, Joseph Garland, John Hill, John Phelan, Heather Soroka, Bruce Tryon, Frank Zwack
Recognition of Visitors/ Guests/ Staff	<u>Guests:</u> None
Communications	September 18, 2025: Our Next Reorganization and Regular Board Meeting
Approval of the Prior Meeting Minutes	BE IT RESOLVED: that the Tech Valley High School Operating Board accepts and approves the minutes of the regular board meeting held on May 15, 2025. File Attachments MINUTES 05-15-25 TVHS.pdf (294 KB) Motion by Joseph Garland, second by Frank Zwack. Final Resolution: Motion Carries Yes: Edmund Brooks, Joseph Garland, John Hill, John Phelan, Heather Soroka, Bruce Tryon, Frank Zwack

BUSINESS / REPORTS	<p><u>Internal Claims Auditor Report</u> BE IT RESOLVED, that the Tech Valley High School Operating Board accepts the Internal Claims Audit Reports dated May through June 2025. File Attachments TVHS Claims Auditor Report May-June 2025.pdf (143 KB)</p> <p>Motion by Edmund Brooks, second by Bruce Tryon. Final Resolution: Motion Carries Yes: Edmund Brooks, Joseph Garland, John Hill, John Phelan, Heather Soroka, Bruce Tryon, Frank Zwack</p> <p><u>Treasurer's Report</u> June 30, 2025 BE IT RESOLVED, that the Tech Valley High School Operating Board approves the Treasurer's Report dated June 30, 2025. File Attachments TVHS Treasurer Report - June 30, 2025.pdf (2,826 KB)</p> <p>Motion by Joseph Garland, second by Frank Zwack. Final Resolution: Motion Carries Yes: Edmund Brooks, Joseph Garland, John Hill, John Phelan, Heather Soroka, Bruce Tryon, Frank Zwack</p>																																								
ACCEPTANCE OF DONATION(S): State Street Bank (\$200)	<p>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> <table><tr><td>Organization/Individual</td><td>Amount</td><td>Date Received</td></tr><tr><td>State Street Bank</td><td>\$200</td><td>07/01/2025</td></tr></table> <p>Motion by Bruce Tryon, second by Heather Soroka. Final Resolution: Motion Carries Yes: Edmund Brooks, Joseph Garland, John Hill, John Phelan, Heather Soroka, Bruce Tryon, Frank Zwack</p>	Organization/Individual	Amount	Date Received	State Street Bank	\$200	07/01/2025																																		
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PERSONNEL	<p>BE IT RESOLVED, upon joint recommendation of the District Superintendents of Questar III and Capital Region BOCES, that the Tech Valley High School Operating Board accepts/approves the following personnel item(s) as noted.</p> <table><tr><th colspan="4">RETIREMENT(S)</th></tr><tr><th>NAME</th><th>TITLE</th><th>EFFECTIVE</th><th>NOTES</th></tr><tr><td>Chris Futia</td><td>Cleaner</td><td>07/09/2025</td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><th colspan="4">LEAVE OF ABSENCE REQUEST(S)</th></tr><tr><th>NAME</th><th>TITLE</th><th>EFFECTIVE</th><th>NOTES</th></tr><tr><td>Sophia Hsia</td><td>Chinese Teacher</td><td>09/01/25-06/30/26</td><td></td></tr><tr><th colspan="4">TEMPORARY POSITION</th></tr><tr><th>NAME</th><th>TITLE</th><th>EFFECTIVE</th><th>SALARY</th></tr><tr><td>Valerie Soto</td><td>Chinese Teacher</td><td>09/01/25-06/30/26</td><td>\$50,000.00</td></tr></table> <p>ALL PERSONNEL ITEMS BY CONSENT Motion by Frank Zwack, second by Edmund Brooks. Final Resolution: Motion Carries Yes: Edmund Brooks, Joseph Garland, John Hill, John Phelan, Heather Soroka, Bruce Tryon, Frank Zwack</p>	RETIREMENT(S)				NAME	TITLE	EFFECTIVE	NOTES	Chris Futia	Cleaner	07/09/2025						LEAVE OF ABSENCE REQUEST(S)				NAME	TITLE	EFFECTIVE	NOTES	Sophia Hsia	Chinese Teacher	09/01/25-06/30/26		TEMPORARY POSITION				NAME	TITLE	EFFECTIVE	SALARY	Valerie Soto	Chinese Teacher	09/01/25-06/30/26	\$50,000.00
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POLICY	<p><u>STUDENT CELL PHONE & PERSONAL INTERNET ENABLED DEVICES - #5900</u> BE IT RESOLVED, that the Tech Valley High School Board of Education, approves and adopts the new Student Cell phone & Personal Internet Enabled Devices Policy #5900. <i>File Attachments</i> TVHS Op. Bd. Policy No. 5900. Personal Device Ban. JDV rev. 7.21.2024.pdf (213 KB)</p> <p>Motion by Edmund Brooks, second by Bruce Tryon. Final Resolution: Motion Carries Yes: Edmund Brooks, Joseph Garland, John Hill, John Phelan, Heather Soroka, Bruce Tryon, Frank Zwack</p>
TVHS Principal's Report	<p><u>Report by Amy Hawrylchak, TVHS Principal & Chief Academic Officer</u></p> <ul style="list-style-type: none">• TVHS – Camp Innov@tion<ul style="list-style-type: none">▪ July 14-18, 2025: World of Water▪ July 21-25, 2025: Lego Challenge• TVHS Class of 2025
District Superintendents' Reports	<p>District Superintendent, Gladys Cruz, reported that SED approved “Portrait of a Graduate” which tells how to measures the progress of students. Plan Pilot Participation – we are mentor school.</p>
Board Discussion	<p>None</p>
Adjournment of Regular Meeting	<p>BE IT RESOLVED, that the Tech Valley High School Operating Board voted to adjourn the regular meeting of July 24, 2025, at 6:35 PM.</p> <p>Motion by John C. Hill, second by Joseph Garland. Final Resolution: Motion Carries Yes: Edmund Brooks, Joseph Garland, John Hill, John Phelan, Heather Soroka, Bruce Tryon, Frank Zwack</p>

Respectfully submitted by,



Jacob Verchereau, Deputy Clerk