



**Operating Board
Reorganization and Regular Meeting Minutes**

DATE: September 28, 2023

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: Edmund Brooks, ~~Nancy dePrade~~, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, ~~Heather Soroka~~, Bruce Tryon, Frank Zwack

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| Reorganization Meeting Called to Order and Pledge of Allegiance | Called to Order and Pledge to the Flag by Dr. Gladys I. Cruz @ 6:15PM |
| Election of President | <p>Recommend that the board members of the Tech Valley High School Board nominate John Phelan as Board President for the ensuing year.</p> <p>Motion by Lynne Lenhardt, second by Joseph Garland. Final Resolution: Motion Carries Yes: Edmund Brooks, Frank Zwack, John Hill, John Phelan, Joseph Garland, Lynne Lenhardt, Nadine Gazzola, Bruce Tryon</p> <p>Nominations Closed</p> <p>Recommend that the board members of the Tech Valley High School Board elects John Phelan as Board President to serve at the pleasure of the Board for the year ending September 30, 2024 or until a successor is chosen.</p> <p>Motion by Lynne Lenhardt, second by Edmund Brooks. Final Resolution: Motion Carries Yes: Edmund Brooks, Frank Zwack, John Hill, John Phelan, Joseph Garland, Lynne Lenhardt, Nadine Gazzola, Bruce Tryon</p> <p>The Oath of Office administered by Robin Emanatian, Clerk of the Board, to the President.</p> |
| Election of Vice President | <p>Recommend that the board members of the Tech Valley High School Board nominate Edmund Brooks as Board Vice President for the ensuing year.</p> <p>Motion by Frank Zwack, second by Nadine Gazzola. Final Resolution: Motion Carries Yes: Edmund Brooks, Frank Zwack, John Hill, John Phelan, Joseph Garland, Lynne Lenhardt, Nadine Gazzola, Bruce Tryon</p> <p>Nominations Closed</p> |

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| | <p>Recommend that the board members of the Tech Valley High School Board elects Edmund Brooks as Board Vice President to serve at the pleasure of the Board for the year ending September 30, 2024 or until a successor is chosen.</p> <p>Motion by Lynne Lenhardt, second by Joseph Garland. Final Resolution: Motion Carries Yes: Edmund Brooks, Frank Zwack, John Hill, John Phelan, Joseph Garland, Lynne Lenhardt, Nadine Gazzola, Bruce Tryon</p> <p>The Oath of Office administered by Robin Emanatian, Clerk of the Board, to the Vice President.</p> |
| MISC REORG APPOINTMENTS BY CONSENT | |
| Appointment of Board Clerk | Recommended that Robin L. Emanatian 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 September 30, 2024 or until a successor is chosen. |
| Authorization for Board Members to Attend Conferences / Reimbursement of Approved Expenses Associated with Duty Performance | 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. |
| Authorization of Executive Officers to Approve Staff Conference Attendance / Reimbursement of Approved Expenses Associated with Duty Performance | 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. |
| Authorization to Establish Petty Cash Account | Recommend that the Tech Valley High School be authorized to establish a Petty Cash Account in the amount of \$100. |
| Appointment of Board Treasurer | Recommended that Andrea Norton 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 September 30, 2024 or until a successor is chosen. |
| Designation of Internal Auditor Services | Recommend that Questar III BOCES 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. |
| Designation of Purchasing Agent & Claims Auditor Services | Recommend that Capital Region BOCES 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 September 30, 2024, or until a successor is chosen. |
| Designation of Depository | Recommend that TD Bank 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. |
| CONSENT ITEMS ABOVE | |
| <p>Motion by Nadine Gazzola, second by Frank Zwack. Final Resolution: Motion Carries Yes: Edmund Brooks, Frank Zwack, John Hill, John Phelan, Joseph Garland, Lynne Lenhardt, Nadine Gazzola, Bruce Tryon</p> | |

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| Adjournment of Reorganization Meeting | <p>BE IT RESOLVED, that the Tech Valley High School Operating Board voted to adjourn the reorganization meeting of at 6:20 PM.</p> <p>Motion by Joseph Garland, second by Frank Zwack. Final Resolution: Motion Carries Yes: Edmund Brooks, Frank Zwack, John Hill, John Phelan, Joseph Garland, Lynne Lenhardt, Nadine Gazzola, Bruce Tryon</p> |
| Regular Meeting Called to Order | <p>Meeting called to order by President Phelan at 6:20 PM</p> |
| Public Hearing on Policy #5000 Student Code of Conduct | <p>BE IT RESOLVED: that the Tech Valley High School Operating Board opens a public hearing on the Student Code of Conduct. Notice of the hearing has been posted to the website, email notice and published in official newspapers of Capital Region BOCES and Questar III BOCES.</p> <p>Motion by Joseph Garland, second by Frank Zwack. Final Resolution: Motion Carries Yes: Edmund Brooks, Frank Zwack, John Hill, John Phelan, Joseph Garland, Lynne Lenhardt, Nadine Gazzola, Bruce Tryon</p> |
| Public Hearing on Policy #5000 Student Code of Conduct Closed | <p>BE IT RESOLVED: that the Tech Valley High School Operating Board moves to close the Public Hearing on Policy #5000 Student Code of Conduct.</p> <p>Motion by Joseph Garland, second by Lynne Lenhardt. Final Resolution: Motion Carries Yes: Edmund Brooks, Frank Zwack, John Hill, John Phelan, Joseph Garland, Lynne Lenhardt, Nadine Gazzola, Bruce Tryon</p> |
| Recognition of Visitors/ Guests/ Staff | <p>Guests: Staff: Jim Niedermeier, Mike Buono</p> |
| Presentation(s) | <p>None</p> |
| Communications | <p>Our Next Board Meeting: (Regular) Meeting: Thursday, November 30, 2023</p> |
| Approval of the Prior Meeting Minutes | <p>BE IT RESOLVED: that the Tech Valley High School Operating Board accepts and approves the minutes of the regular board meeting held on August 3, 2023.</p> <p>Motion by Lynne Lenhardt, second by Joseph Garland. Final Resolution: Motion Carries Yes: Edmund Brooks, Frank Zwack, John Hill, John Phelan, Joseph Garland, Lynne Lenhardt, Nadine Gazzola, Bruce Tryon</p> |
| PERSONNEL | <p><u>PART-TIME STAFF APPOINTMENTS</u> BE IT RESOLVED: that upon joint recommendation of the District Superintendents of Questar III and Capital Region BOCES, that the Tech Valley High School Operating Board approve the following part-time appointments:</p> |

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| | <p><u>Certified Staff</u></p> <p>Name: James T. Fry Position: Regular Substitute Teacher, Technology Education Effective: August 23, 2023 - June 30, 2024 Certification: Childhood Education (Grades 1-6) Professional Certificate (currently enrolled in course work for technology education certification) Type of Appointment: Regular Substitute Tenure Area: N/A Probationary Period: N/A Annual Salary: \$76,000 Benefits: As set forth in the TVHS Teacher Association agreement</p> <p><u>Per Diem Subs</u></p> <p>The following substitutes should be added to the agenda at a per diem rate of \$125 per day for the 2023 – 2024 school year: Anthony Ricci Frank Mastroianni Mary Elizabeth Bristol Elizabeth Arden</p> <p>BY CONSENT - All Personnel Items Motion by Nadine Gazzola, second by Edmund Brooks. Final Resolution: Motion Carries Yes: Edmund Brooks, Frank Zwack, John Hill, John Phelan, Joseph Garland, Lynne Lenhardt, Nadine Gazzola, Bruce Tryon</p> | | |
| <p>BUSINESS</p> | <p><u>Internal Claims Auditor Report</u></p> <p>BE IT RESOLVED: that the Tech Valley High School Operating Board accepts the Internal Claims Audit Reported dated July through August, 2023.</p> <p>Motion by Bruce Tryon, second by Joseph Garland. Final Resolution: Motion Carries Yes: Edmund Brooks, Frank Zwack, John Hill, John Phelan, Joseph Garland, Lynne Lenhardt, Nadine Gazzola, Bruce Tryon</p> <p><u>Treasurer’s Report</u></p> <p>BE IT RESOLVED: that the Tech Valley High School Operating Board approved the Treasurer’s Report dated August 31, 2023.</p> <p>Motion by Frank Zwack, second by Lynne Lenhardt. Final Resolution: Motion Carries Yes: Edmund Brooks, Frank Zwack, John Hill, John Phelan, Joseph Garland, Lynne Lenhardt, Nadine Gazzola, Bruce Tryon</p> | | |
| <p>POLICIES</p> | <p>BE IT RESOLVED: that the Tech Valley High School Operating Board conducts a second reading and adoption of the following policies:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>POLICY #5000 (Revised) Code of Conduct - 1st Reading</p> </td> <td style="width: 50%; vertical-align: top;"> <p>ACTION BE IT RESOLVED: that the Tech Valley High School Operating Board conducts a first reading of revised policy #5000 Code of Conduct.</p> </td> </tr> </table> <p>https://go.boarddocs.com/ny/techvalleyhigh/Board.nsf/files/CVNQTN6907D2/\$file/POLICY-5000-CODE-OF-CONDUCT-9.14.pdf Motion by Joseph Garland, second by Nadine Gazzola. Final Resolution: Motion Carries Yes: Edmund Brooks, Frank Zwack, John Hill, John Phelan, Joseph Garland, Lynne Lenhardt, Nadine Gazzola, Bruce Tryon</p> | <p>POLICY #5000 (Revised) Code of Conduct - 1st Reading</p> | <p>ACTION BE IT RESOLVED: that the Tech Valley High School Operating Board conducts a first reading of revised policy #5000 Code of Conduct.</p> |
| <p>POLICY #5000 (Revised) Code of Conduct - 1st Reading</p> | <p>ACTION BE IT RESOLVED: that the Tech Valley High School Operating Board conducts a first reading of revised policy #5000 Code of Conduct.</p> | | |

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| OTHER | <p><u>Tech Valley School Foundation - Board Appointments</u> BE IT RESOLVED, that the Tech Valley High School Operating Board, approves the appointment of the following individuals to serve as new or continuing members of the Tech Valley School Foundation, Inc., to serve as noted, and directs that this resolution be filed with the Tech Valley School Foundation, Inc.</p> <p style="text-align: center;">Dr. Gladys Cruz 9/1/2014 to 9/30/2026 Ms. Lauren Gemmill 9/1/2017 to 9/30/2026 Mr. John Yagielski 9/1/2017 to 9/30/2026 Miriam Dushane 2/1/2018 to 9/30/2026 Terri Rossi 9/1/2023 to 9/30/2026</p> <p>Motion by Joseph Garland, second by Bruce Tryon. Final Resolution: Motion Carries Yes: Edmund Brooks, Frank Zwack, John Hill, John Phelan, Joseph Garland, Lynne Lenhardt, Nadine Gazzola, Bruce Tryon</p> |
| Principal's Report | <p>Amy Hawrylchak, TVHS Principal reported: Successful start to the school year and highlight the visit from the Governor on the first day. Moving forward on the agreement with HVCC on an Associate's Degree - they are a great partner and easy to work with so we look forward to working with them. PLAN Pilot Program application due this fall Innovation Solutions project ads replacement for Capstone Project. Business partners work ongoing with our students thru this program Increased UAlbany partnerships - branching out and working with other departments</p> |
| District Superintendents' Reports | <p>Dr. Cruz - Ideal Cohort from AASA coming to TVHS tomorrow. They have been amazed by the visit and looking forward to coming to TVHS.</p> <p>Lauren Gemmill thanked Amy Hawrylchak for accommodating the NYS Governor and stated that her staff and students provided a very impressive event. Superintendent Gemmill went on to say that Amy has done a great job - presenting to SCDN and getting the TVHS product out there.</p> |
| Board Discussion | <p>Member Garland expressed pride in this school, the administration, staff and students. He remarked that it is indeed an exceptional program that deserves much credit. Member Brooks expressed amazement and honor to witness the recognition and absolute ease the students had in communicating with the Governor. Member Lenhardt stated that the visit was very non-political and genuine and generous.</p> |
| Adjournment of Regular Meeting | <p>BE IT RESOLVED, that the Tech Valley High School Operating Board voted to adjourn the regular meeting of September 28, 2023 at 6:48 PM.</p> <p>Motion by Lynne Lenhardt, second by Frank Zwack. Final Resolution: Motion Carries Yes: Edmund Brooks, Frank Zwack, John Hill, John Phelan, Joseph Garland, Lynne Lenhardt, Nadine Gazzola, Bruce Tryon</p> |

Respectfully submitted by,



Robin Emanation, Board Clerk
Tech Valley High School