



**Operating Board  
Reorganization & Regular Meeting Minutes**

**DATE:** September 26, 2024

**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 delPrado, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, ~~Heather Soroka~~, Bruce Tryon, Frank Zwack

Reorganization Meeting Called to Order and Pledge of Allegiance	Meeting called to order by District Superintendent, Dr. Gladys I. Cruz at 6:15 PM and led the audience in the Pledge of Allegiance.
Executive Session	The TVHS Board entered executive Session at 6:16 pm. to discuss collective bargaining.  Motion by Joseph Garland, second by Bruce Tryon. Final Resolution: Motion Carries Yes: Edmund Brooks, Nancy delPrado, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, Bruce Tryon, Frank Zwack
Return to Reorganization Meeting	The TVHS Board returned to the Reorganization Meeting at 6:27 pm.  Motion by Nadine Gazzola, second by Lynn Lenhardt. Final Resolution: Motion Carries Yes: Edmund Brooks, Nancy delPrado, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, Bruce Tryon, Frank Zwack
Recognition of Visitors/ Guests/ Staff	Guests in Attendance: Staff: Jacob Verchereau, Mike Buono, Dee Weldon - Science Teacher, Varada Vaughan – Math Teacher, Michelle Sweeny - Math/Physics Teacher, Cat Eisele – English Teacher, Jennifer Muirhead - Art/Business Liaison, Jenny Ezzo - Social Studies Teacher, Danielle Hemmid - Special Education Teacher, Andrew Betor - Health/Physical Education Teacher

Presentation(s)	None
Nomination/ Election Of President & Vice President	<p>Recommended by Lynn Lenhardt and seconded by Ed Brooks that the board members of the Tech Valley High School Board nominate John Phelan as Board President for the ensuing year. Nominations Closed 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, 2025 or until a successor is chosen.</p> <p>Motion by Lynn Lenhardt, second by Ed Brooks. Final Resolution: Motion Carries Yes: Edmund Brooks, Nancy delPrado, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, Bruce Tryon, Frank Zwack</p> <p>The Oath of Office was administered by Robin Emanatian, Clerk of the Board, to the President.</p> <p>Recommended by John Phelan and seconded by Nadine Gazzola that the board members of the Tech Valley High School Board nominate Ed Brooks as Board Vice President for the ensuing year. Nominations Closed Recommend that the board members of the Tech Valley High School Board elects Ed Brooks as Board Vice President to serve at the pleasure of the Board for the year ending September 30, 2025 or until a successor is chosen.</p> <p>Motion by John Phelan, second by Nadine Gazzola. Final Resolution: Motion Carries Yes: Edmund Brooks, Nancy delPrado, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, Bruce Tryon, Frank Zwack</p> <p>The Oath of Office was administered by Robin Emanatian, Clerk of the Board, to the Vice President.</p>
Misc Reorg Appointments	<p><b>1. Appointment of Board Clerk</b> 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, 2025, or until a successor is chosen.</p> <p><b>2. Authorization for Board Members to Attend Conferences / Reimbursement of Approved Expenses Associated with Duty Performance</b> 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><b>3. Authorization of Executive Officers to Approve Staff Conference Attendance / Reimbursement of Approved Expenses Associated with Duty Performance</b> 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>

**4. 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.

**5. 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 June 30, 2025, or until a successor is chosen.

**6. 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, 2025, or until a successor is chosen.

**7. 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 June 30, 2025, or until a successor is chosen.

**8. Designation of Depository**

Recommend that TD Bank is hereby designated as the official depository for Tech Valley High School.

**9. 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.

**10. 2024-25 TVHS Board Meeting Dates**

Recommend that the board members of the Tech Valley High School Board adopt the dates for board meetings for the 2024-25 school year.



**2024-25  
Board Meetings**

Held the fourth Thursday of September, November, January, March, May and July at Tech Valley High School at 6:15 pm.  
unless otherwise noted

**BOARD MEETING DATE**

Thursday -  
**September 26, 2024**  
Reorganization & Regular Mtg.

Thursday -  
**November 21, 2024**  
*(due to Thanksgiving)*

Thursday -  
**January 23, 2025**

Thursday -  
**March 27, 2025**

Thursday -  
**May 15, 2025**

Thursday -  
**July 24, 2025**

	<p><b>11. Appointment of Dignity Act Coordinators/Back-Up Coordinators</b> Recommend that the TVHS Board appoint the following positions as Dignity Act Coordinators/Back-up Coordinators as required by the Dignity for All Students Act/Alternates for the 2024-25 School Year. For programs housed within component school buildings, the districts will appoint a DASA coordinator.</p> <p style="text-align: center;"><b>Principal Guidance Counselor, Alternate</b></p> <p style="text-align: center;"><b><u>CONSENT - MISC REORGANIZATION RESOLUTIONS</u></b> BE IT RESOLVED, that the Tech Valley High School Operating Board approve the miscellaneous reorganization items by consent.</p> <p>Motion by Nadine Gazzola, second by Bruce Tryon. Final Resolution: Motion Carries Yes: Edmund Brooks, Nancy delPrado, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, Bruce Tryon, Frank Zwack</p>
<p>Adjournment Of Reorganization Meeting</p>	<p>The Tech Valley High School Operating Board voted to adjourn the reorganization meeting of at 6:30 PM.</p> <p>Motion by Bruce Tryon, second by Nadine Gazzola. Final Resolution: Motion Carries Yes: Edmund Brooks, Nancy delPrado, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, Bruce Tryon, Frank Zwack</p>
<p>Regular Meeting</p>	<p>The Tech Valley High School Operating Board opened the regular meeting of at 6:30 PM.</p>
<p>Proposal of Addendums</p>	<p>A proposal and acceptance of addendums was made to add the following to the OTHER portion of the regular meeting: Addendum I: NTN Contract Addendum II: TVHS Associations MOA 2024-27</p> <p>Motion by Lynn Lenhardt, second by Nancy delPrado. Final Resolution: Motion Carries Yes: Edmund Brooks, Nancy delPrado, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, Bruce Tryon, Frank Zwack</p>
<p>Public Hearing on Policy #5000 Student Code of Conduct</p>	<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 Bruce Tryon. Final Resolution: Motion Carries Yes: Edmund Brooks, Nancy delPrado, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, Bruce Tryon, Frank Zwack</p>

<p>Public Hearing on Policy #5000 Student Code of Conduct Closed</p>	<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 Nadine Gazzola, second by Lynn Lenhardt. Final Resolution: Motion Carries Yes: Edmund Brooks, Nancy delPrado, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, Bruce Tryon, Frank Zwack</p>
<p>Communications</p>	<p>Our Next Board Meeting: (Reorg &amp; Regular) Meeting: Thursday, November 21, 2024.</p> <p><u>2024-25 TVHS Events</u> <b>Innovative Solutions</b> (Senior presentations) Dec 11 @ ETEC 8:30-11:30</p> <p><b>ITerm Presentations</b> Feb 14, 2025 - AM for Sophomores and Juniors PM for Freshmen Gallery Walk</p> <p><b>Expo</b> - May 14, 2025 PM</p> <p><b>TVHS Drama Production</b> May 23, 24, 2025 evenings</p> <p><b>Graduation</b> June 25, 2025</p> <p><i>Robin sent calendar invites to all board members for these events.</i></p>
<p>Approval of the Prior Meeting Minutes</p>	<p>BE IT RESOLVED: that the Tech Valley High School Operating Board approves the Minutes from the Regular Meeting held on May 16, 2024.</p> <p>Motion by Lynn Lenhardt, second by Frank Zwack. Final Resolution: Motion Carries Yes: Edmund Brooks, Nancy delPrado, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, Bruce Tryon, Frank Zwack</p>
<p>Business / Reports</p>	<p><u>Internal Claims Auditor Report: May - June 2024</u> BE IT RESOLVED: that the Tech Valley High School Operating Board accepts the Internal Claims Audit Reports dated May through June and July through August, 2024.</p> <p><i>File Attachments</i> <a href="#">TVHS Claims Auditor Report May - Jun 2024 - Final.xlsx - Sheet1.pdf (91 KB)</a> <a href="#">TVHS Claims Auditor Report July-August 2024.pdf (157 KB)</a></p> <p>Motion by Joseph Garland, second by Nadine Gazzola. Final Resolution: Motion Carries Yes: Edmund Brooks, Nancy delPrado, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, Bruce Tryon, Frank Zwack</p>

	<p><u>Treasurer's Report - June 30, 2024</u> BE IT RESOLVED: that the Tech Valley High School Operating Board approved the Treasurer's Report dated June 30, 2024 and August 31, 2024. <i>File Attachments</i> <a href="#">TVHS Treasurer Report - June 30, 2024.pdf (422 KB)</a> <a href="#">TVH Treasurer Reports BOE 9.26.2024.pdf (2,711 KB)</a></p> <p>Motion by Nadine Gazzola, second by Lynn Lenhardt. Final Resolution: Motion Carries Yes: Edmund Brooks, Nancy delPrado, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, Bruce Tryon, Frank Zwack</p>						
<p>PERSONNEL</p>	<p><u>Tenure, Retirement, Resignation, LOA, Change in Status, Principal &amp; Teacher Appointments, Other Appointments, PT &amp; Hourly 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 accepts/approves the following personnel item(s) as noted.</p> <p><u>Certified Staff</u> Name: <b>Maryann Dunn</b> Position: Teacher, Special Education (replacement due to retirement) Effective Date: August 19, 2024 Probationary period: August 19, 2024 - August 18, 2027 (previous tenure) Salary: \$68,000 FTE: 1.0 Benefits: As outlined in TVHS Teachers Association Agreement</p> <p>Name: <b>Keith Ruquet</b> Position: Regular Substitute Teacher, Special Education Effective: September 3, 2024 - June 30, 2025 Certification: Type of Appointment: Regular Substitute Tenure Area: N/A Probationary Period: N/A Annual Salary: \$65,000 Benefits: As set forth in the TVHS Teacher Association agreement</p> <p><u>Per Diem Substitutes:</u> The following substitutes should be added to the agenda at a per diem rate of \$125 per day for September 9, 2024, through June 30, 2025.</p> <p style="text-align: center;"><b>Marna Schwartz</b> <b>Abbey Goes</b></p> <p><u>Clerical Substitute</u> The following clerical substitute should be added to the agenda at an hourly rate of \$23 per hour for the 2024 – 2025 school year:</p> <p style="text-align: center;"><b>Dawn Wier</b></p> <p><u>TVHS Camp Innovation Staff</u> BE IT RESOLVED, that upon joint recommendation of the District Superintendents of Questar III and Capital Region BOCES, the following TVHS staff be appointed to serve as staff for Tech Valley High's Camp Innovation:</p> <table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;">NAME</th> <th style="text-align: left;">DATES</th> <th style="text-align: left;">AMOUNT (per-diem)</th> </tr> </thead> <tbody> <tr> <td><b>Andrew Ginder</b></td> <td>July 15 - 26, 2024</td> <td>\$18/hr.</td> </tr> </tbody> </table>	NAME	DATES	AMOUNT (per-diem)	<b>Andrew Ginder</b>	July 15 - 26, 2024	\$18/hr.
NAME	DATES	AMOUNT (per-diem)					
<b>Andrew Ginder</b>	July 15 - 26, 2024	\$18/hr.					

**BY CONSENT – ALL PERSONNEL**

BE IT RESOLVED: that the Tech Valley High School Operating Board hereby approves all PERSONNEL items by consent.

Motion by Lynn Lenhardt, second by Nadine Gazzola.

Final Resolution: Motion Carries

Yes: Edmund Brooks, Nancy delPrado, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, Bruce Tryon, Frank Zwack

**POLICIES**

**#5000 Code of Conduct**

BE IT RESOLVED: that the Tech Valley High School Operating Board approves policy #5000 Code of Conduct without revisions.

*File Attachments*

[POLICY-5000-CODE-OF-CONDUCT- REV 9.14.23 - ReAdopted 09.26.24.pdf \(603 KB\)](#)

Motion by Lynn Lenhardt, second by Nadine Gazzola.

Final Resolution: Motion Carries

Yes: Edmund Brooks, Nancy delPrado, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, Bruce Tryon, Frank Zwack

**OTHER**

**Tech Valley School Foundation - Board Appointments**

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.

Mary Hunt 9/1/2021 - 9/30/2027

Brian Young 3/1/2024 - 9/30/2026

Stacey Ross 3/1/2024 - 9/30/2026

Robert Langone 5/1/2024 9/30/2026

FIRST NAME	LAST NAME	BEGAN	CURRENT TERM ENDS or ENDED	OFFICERS	Organization Represented
Mary	Hunt	9/1/2021	9/30/2027		UAlbany
Mr. Dale	Thuillez	9/13/2007	9/30/2025		Thuillez, Ford, Gold, Butler & Monroe, LLP
Matthew	Wade	2/1/2020	9/30/2025		jumpto365, Inc.
Dr. Gladys	Cruz	9/1/2014	9/30/2026	Director	DS, Questar III BOCES
Ms. Lauren	Gemmill	9/1/2017	9/30/2026	Director	DS, CapRegion BOCES
Mr. John	Yagielski	9/1/2017	9/30/2026	Director	Retired Superintendent
Miriam	Dushane	2/1/2018	9/30/2026	Chairman & President	Alliant Workforce Solutions
Terri	Rossi	9/1/2023	9/30/2026	Secretary & Treasurer	Shenker, Russo & Clark, LLP
Brian	Young	3/1/2024	9/30/2026		Tokyo Electron
Stacey	Ross	3/1/2024	9/30/2026		Tokyo Electron
Robert	Langone	5/1/2024	9/30/2026		Trelleborg
Julie M.	Marlette	-	-	Advisor to the Board	Hinman Straub P.C.

	<p>Motion by Joseph Garland, second by Frank Zwack. Final Resolution: Motion Carries Yes: Edmund Brooks, Nancy delPrado, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, Bruce Tryon, Frank Zwack</p> <p><b>ADDENDUM I - NTN Renewal Agreement</b> BE IT RESOLVED: that the Tech Valley High School Operating Board approves the attached NewTech Network agreement from July 1, 2024 through June 30, 2025. <i>File Attachments</i> <a href="#">ADDENDUM I - Tech Valley HS 2024-25 NTN Renewal Agreement_DS 061124 (1).pdf (646 KB)</a></p> <p>Motion by Nadine Gazzola, second by Bruce Tryon. Final Resolution: Motion Carries Yes: Edmund Brooks, Nancy delPrado, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, Bruce Tryon, Frank Zwack</p> <p><b>ADDENDUM II – TVHS Associations MOA 2024-27</b> BE IT RESOLVED: that the Tech Valley High School Operating Board, upon recommendations of the District Superintendents of Questar III and Capital Region BOCES, approves the Memorandum of Agreement between the Tech Valley High School Teachers Association and the Tech Valley High School Support Association dated September 26, 2024 for the period of July 1, 2024 through June 30, 2027.</p> <p>Motion by Lynn Lenhardt, second by Joseph Garland. Final Resolution: Motion Carries Yes: Edmund Brooks, Nancy delPrado, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, Bruce Tryon, Frank Zwack</p>
Principal's Report	<p>Amy Hawrylchak, TVHS Principal <i>File Attachments</i> <a href="#">9_26_24 Operating Board Presentation.pdf (4,635 KB)</a></p>
District Superintendents' Reports	<p>Lauren Gemmill expressed her excitement and appreciation for reaching an agreement with the TVHS Associations and thanked the faculty and staff for what they do with the TVHS students and the experience they provide.</p> <p>Dr. Cruz echoed the sentiments of Lauren and added the announcement of TVHS as a planned pilot model school.</p>
Board Discussion	<p>Member Garland thanked the TVHS teachers for their work and the example they set for other schools.</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 26, 2024, at 6:57 PM.</p> <p>Motion by Lynn Lenhardt, second by Nadine Gazzola. Final Resolution: Motion Carries Yes: Edmund Brooks, Nancy delPrado, Joseph Garland, Nadine Gazzola, John C. Hill, Lynne Lenhardt, John Phelan, Bruce Tryon, Frank Zwack</p>

Respectfully submitted by,



Robin Emanation, Board Clerk  
Tech Valley High School