



2023-2024
Annual Report

Annual Business Meeting and Dinner

May 16, 2024

Serving Ontario, Seneca, Wayne, and Yates Counties Since 1975

May 16, 2024 Annual Meeting

Agenda

Student Participation:

Art Work Contributions: Clyde-Savannah, Geneva, Honeoye, Lyons, Newark, Penn Yan, Seneca Falls, and Sodus

Student Entertainment: North Rose-Wolcott

Student Introduction: Superintendent Michael Pullen, North Rose-Wolcott

Welcome: **President Joe McNamara**

Dinner

Annual Business Meeting: **President Joe McNamara**

Pledge of Allegiance

Minutes of May 23, 2023 Annual Meeting

Voting Results/Officer's Election: **Nominating Committee Chair, Past President Russ Harris**

Slate of Officers 2024-2025:

- ◆ President - **Joe McNamara** (Seneca Falls BOE)
- ◆ Vice President - **Carrie Resch** (Wayne BOE)

Voting Results of Banking Designation/Signatories:
President Joe McNamara

Adjourn Business meeting

Introduction of Guest Speaker: **President Joe McNamara**

Guest Speaker:

New York State Teacher of the Year - Zach Arenz
Instrumental & General Music Teacher at
Flower Rochester City School 54

Closing Remarks:

New York State Regent Adrian Hale

Executive Director Remarks:

Executive Director Stephen P. Miskell, Ed.D.



Construction
Management
Group



Zach Arenz

New York State Teacher of the Year



Four County School Boards Association Annual Report 2023-2024

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BLOOMFIELD CANANDAIGUA CLYDE-SAVANNAH DUNDEE GANANDA GENEVA HONEOYE LYONS
 MANCHESTER-SHORTSVILLE MARION NEWARK NORTH ROSE-WOLCOTT PENN YAN PHELPS-CLIFTON SPRINGS
 SENECA FALLS SODUS SOUTH SENECA WAYNE WAYNE-FINGER LAKES BOCES WILLIAMSON

2023-2024 LEADERSHIP



**EXECUTIVE DIRECTOR
STEPHEN MISKELL, ED.D.**



**PRESIDENT
JOE MCNAMARA
(SENECA FALLS, WFL BOCES)**



**VICE PRESIDENT
AUDIT COMMITTEE CHAIR
CARRIE RESCH
(WAYNE)**



**PAST PRESIDENT
NOMINATING COMMITTEE CHAIR
RUSS HARRIS
(NEWARK)**



**TREASURER
BETH THOMAS
(CANANDAIGUA)**



**POLICY COMMITTEE CHAIR
LYNN GAY
(WAYNE-FINGER LAKES BOCES)**



**LEGISLATIVE COMMITTEE CO-CHAIR
JULIE NEVELIZER
(NEWARK)**



**LEGISLATIVE COMMITTEE CO-CHAIR
EMILY FISHER
(GENEVA)**

EXECUTIVE DIRECTOR'S REPORT

Dear Members,

As I approach the end of my third year as the Executive Director of the Four County School Boards Association, I am proud of the work that we have accomplished together. I have steadfastly remained focused on the mission, vision, and goals of our organization. Our vision is to provide a strong and respected collective voice for excellence in public education. The mission of the Four County School Boards Association is to provide training and advocacy opportunities to support and advance excellence in public education, and to promote the achievement of all students through effective governance. Our goals are established to ensure that our efforts throughout the school year support the mission and vision of our organization. I continue to be quite proud of the programming and training opportunities we provide to our membership to carry out our mission.



I am deeply grateful for the work of our Legislative Committee, presently co-chaired by Julie Nevelizer and Emily Fisher. I have met regularly with the committee via Zoom on Saturday mornings, and the members of the committee worked very hard to produce our position papers to promote our advocacy efforts with local, state, and federal legislators. I am happy that we are once again able to gather together to celebrate another successful school year by holding our Annual Membership Meeting in person, at Club 86 in Geneva. Featuring the New York State Teacher of the Year, Zachary Arenz as our Keynote Speaker demonstrates our deep appreciation for the impact that great teachers have on our schoolchildren.

I am grateful to have the opportunity to collaborate with educational leaders who have been long associated with the Four County School Boards Association, namely our President, Joe McNamara, our Vice President, Carrie Resch, and Sue Wyatt, Coordinator of Membership Services. I meet with those folks often, and always find our time together to be purposeful and meaningful.

Educational leaders always benefit from taking time to reflect on their work, and how it benefits the children they serve. As I approach the end of my service with the Four County School Boards Association and reflect on the work of our organization over the past three years, I am proud of our accomplishments together; confident that our work has had and will continue to have a positive impact on our schoolchildren. Soon you will welcome a new Executive Director for the Four County School Boards Association; I hope that he will find as much joy in serving our organization as I have.

Thank you for your ongoing service and devotion to the education of children.

Sincerely,

Stephen P. Miskell, Ed.D.

Executive Director

Four County School Boards Association

STAFF

Executive Director **Stephen Miskell, Ed.D.** ♦ Coordinator of Membership Services **Sue Wyatt**

2023-2024 EXECUTIVE DIRECTOR'S ACTIVITIES

In addition to Four County SBA meetings the Executive Director attended the following meetings and events:

- ♦ Rural Schools Association Summer Conference - July 9-11, 2023 - Cooperstown
- ♦ NYSSBA Leadership in Education Event - July 28, 2023 - Albany
- ♦ NYSSBA Convention - October 27-28, 2023 - Buffalo
- ♦ Rural Schools Association Winter Conference - November 30 - December 1, 2023 - Saratoga Springs

COLLABORATIVE ACTIVITIES

The Four County School Boards Association continues it's long tradition of working in close collaboration with other associations and educational agencies on projects and topics of mutual interest. This collaboration includes (but is not limited to) attending meetings, assisting with arrangements, and sharing notices of scheduled events.

Collaborative initiatives for 2023-2024 included:

- ♦ C.O.L.S.B.A. (Council Of Local School Boards Associations) - Quarterly Meetings
- ♦ NYSSBA - The Area 2 Event Discussion of Proposed NYSSBA Positions with Monroe County SBA, Genesee Valley SBA, NYSSBA Governmental Relations Representative John Daley, and Discussion Leader Elizabeth Peck from Avon CSD Board of Education was held on October 7, 2023. Members from NYSSBA presented at our 2nd Annual Spring Education Conference.
- ♦ Rural Schools Association - Executive Director David Little joined Four County SBA to Emcee our Second Annual Spring Education Conference and presented at our Mandated Governance class.
- ♦ Other School Board Associations - We have an ongoing collaboration with the Genesee Valley School Board Association (GVSBA), and the Monroe County School Board Association (MCSBA). GVSBA Executive Director Patrick Burk presented at our Mandated Governance class again this year.

2023-2024 Policy & Bylaws Committee

Chair, **Lynn Gay** (Wayne-Finger Lakes BOCES)

Beth Thomas (Canandaigua)

Tracy Altman (Phelps-Clifton Springs)

Joe McNamara (Seneca Falls/WFL BOCES)

2023-2024 POLICY COMMITTEE ACTIVITIES

The Policy Committee Chaired by **Lynn Gay** met one time in 2023-2024
February 15, 2023 • The Committee worked on the Bylaws

The Board of Directors approved changes to the Bylaws at their March 19, 2024 meeting and sent them to the General Membership for a vote with the 2024-2025 Officer's election ballot.

The Bylaws were approved by the Membership.

2023-2024 BOARD OF DIRECTORS

The Board of Directors met 5 times in 2023-2024

September 19, 2023 • January 31, 2024 • March 19, 2024 • May 20, 2024 • June 24, 2024-(Zoom)

Agenda Setting Meetings were held 3 times in 2023-2024

July 25, 2023 • January 16, 2024 • March 12, 2024

Board of Directors

Bloomfield - Delegate: Pam Nakoski, Alternate: Jim Spelman
Canandaigua - Delegate: Jennifer Tessendorf, Alternate: Megan Personale
Clyde-Savannah - Delegate: Pam Anstee, Alternate: Veronica Dapolito
Dundee - Delegate: Robert Neu, Alternate: Brittany Gibson
Gananda - Delegate: Greg Giles, Alternate: Robin Vogt
Geneva - Delegate: Emily Fisher, Alternate: Stephanie Annear
Honeoye - Delegate: Jim Sykes
Lyons - Delegate: Randy Wadhams, Alternate: Bob Obmann
Manchester-Shortsville - Delegate: James Simmons
Marion - Delegate: Amber Taber, Alternate: Michele Kueling
Newark - Delegate: Julie Nevelizer, Alternate: Russ Harris
North Rose-Wolcott - Delegate: Linda Eygnor, Alternate: Lucinda Collier
Penn Yan - Delegate: Robin Johnson
Phelps-Clifton Springs - Delegate: Tracy Altman, Alternate: Amber Wilkes
Seneca Falls - Delegate: Joe McNamara
Sodus - Delegate: Jason Walters
South Seneca - Delegate: Adam Prentice
Wayne - Delegate: Carrie Resch
Wayne-Finger Lakes BOCES - Delegate: Lynn Gay, Alternate: Anne Morgan
Williamson - Delegates: All Board of Education Members

2023-2024 Audit Committee

Chair, Vice President Carrie Resch (Wayne)
Treasurer Beth Thomas (Canandaigua)
Christine Quinlan - Director of Finance and Operations (Wayne)
Julie Nevelizer (Newark)
Greg Giles (Gananda)

FINANCIAL SUMMARY FOR THE 2024 ANNUAL REPORT

The Audit Committee met on August 29, 2023, and May 2nd, 2024. all records are in good order, and no changes were recommended. The yearly bond to protect Four County has been reissued by CNA Surety in the amount of \$257.00.

As Treasurer, I continue to work with Sue Wyatt to review the financials on a monthly basis. Sue does a great job of keeping all records up to date.

Beth Thomas
Treasurer

See 2023-2024 Audit Committee findings reports on next page →



To: Board of Directors

From: Audit Committee

Re: Semi Annual Audit for 2022-2023

Date of Audit: August 29, 2023

We have examined the records supporting the attached cash position of the Association from July 1, 2022 through July 31, 2023. We have verified the transactions for this period then referred back to the underlying bank record evidence. We are pleased to report that the record maintenance is in good order and that the cash position as reported, is correct.

Respectfully submitted,

Carrie Resch

Audit Committee Chair - Carrie Resch - Four County SBA Vice President - Wayne BOE

Beth Thomas

Beth Thomas - Four County SBA Treasurer - Canandaigua BOE

Christine Quinlan

Christine Quinlan - Director of Finance and Operations - Wayne CSD

Julie Newelizer

Julie Newelizer - Newark BOE

Greg Giles

Greg Giles - Gananda BOE

Notes, Suggestions, or Actions needed:

documentation from speaker of agreement.



To: Board of Directors

From: Audit Committee

Re: Semi Annual Audit for 2023-2024

Date of Audit: April 29, 2024 May 2, 2024

We have examined the records supporting the attached cash position of the Association from July 1, 2023 through March 31, 2024. We have verified the transactions for this period then referred back to the underlying bank record evidence. We are pleased to report that the record maintenance is in good order and that the cash position as reported, is correct.

Respectfully submitted,

Carrie Resch 5/2/24

Audit Committee Chair - Carrie Resch - Four County SBA Vice President - Wayne BOE

Beth Thomas 5/2/24

Beth Thomas - Four County SBA Treasurer - Canandaigua BOE

Christine Quinlan 5/2/24

Christine Quinlan - Director of Finance and Operations - Wayne CSD

Julie Newelizer 5/1/24

Julie Newelizer - Newark BOE

Greg Giles 5/2/24

Greg Giles - Gananda BOE

Notes, Suggestions, or Actions needed:

2023-2024 Nominating Committee
Chair, Past President Russ Harris (Newark)
Pam Nakoski (Bloomfield)
Greg Giles (Gananda)
James Sykes (Honeoye)

2023-2024 LEGISLATIVE COMMITTEE

The Legislative Committee was led by Co-Chairs **Emily Fisher** (Geneva) and **Julie Nevelizer** (Newark). The committee worked tirelessly this past year while meeting 1 Saturday each month September through June. The important work performed by the Legislative Committee is summarized below.

Activities sponsored by the Legislative Committee during 2023-2024 included:

- ◆ The Legislative Committee completed the State Position Paper and shared it with Legislative Representatives. The Committee is continuing work on the Federal Position Paper.
- ◆ Assemblyman Jeff Gallahan attended the November 11, 2023 Legislative Committee Meeting.
- ◆ Regent Adrian Hale, 7th Judicial District joined the December 9, 2023 Legislative Committee Meeting. Regent Hale represents Cayuga, Livingston, Monroe, Ontario, Seneca, Steuben, Wayne, and Yates counties.
- ◆ Lobby Day Prep Session to discuss issues - January 23, 2024 (Heather Zellers and Shawn Van Skoy)
- ◆ Capital Conference - February 2, 2024
- ◆ NYSSBA Lobby Day, Albany - February 7, 2024 - Attendees met with 6 Four County Legislative Representatives/Staff

Legislative Committee Representatives

Bloomfield - Delegate: Scott Layton, Alternate: Caroline Nevil
Canandaigua - Delegate: Julianne Miller, Alternate: Beth Thomas
Clyde-Savannah - Delegate: Pam Anstee
Dundee - Delegate: Brittany Gibson, Alternate: Jared Webster
Gananda - Delegate: Deborah Napolitano
Geneva - Delegate: Emily Fisher, Alternate: Stephanie Annear
Honeoye - Delegate: Tori Penrod-Clark
Lyons - Delegate: Martha Bailey, Alternate: Rich Henry
Manchester-Shortsville - Delegate: James Simmons
Marion - Delegate: Amber Taber, Alternate: Michele Kueling
Newark - Delegate: Julie Nevelizer, Alternate: Mary Thoms/Russ Harris
North Rose-Wolcott - Delegate: Linda Eynor, Alternate: Lucinda Collier
Penn Yan - Delegate: Robin Johnson
Phelps-Clifton Springs - Delegate: Lynn Lebrecht, Alternate: Amber Wilkes
Seneca Falls - Delegate: Joe McNamara, Alternate: Heather Zellers
Sodus - Delegate: Jason Walters
South Seneca - Delegate: Dan Borst
Wayne - Delegate: Alba VanDelinder, Alternate: Jennifer Schoene
Wayne-Finger Lakes BOCES - Delegate: O.J. Sahler, Alternate: Linda Eynor
Williamson - Delegates: All Board of Education Members

2023-2024 GENERAL MEMBERSHIP/PROFESSIONAL DEVELOPMENT PROGRAMS

- ◆ “NYS PATHWAYS IN TECHNOLOGY (NYS PTECH) PROGRAM PRESENTATION” (PTECH Campus, 1000 Technology Parkway, Newark) **Kathi McGuigan**, PTECH Principal and Various Student Presenters (Attendees - 49 (21 were PTECH Staff and Students) - Member Districts - 10) October 3, 2023
- ◆ "Love your Library: Navigating School Libraries in the 21st Century" (WFL BOCES Conference Center) **Katherine Hammill**, Director of School Library System, Wayne-Finger Lakes BOCES (*Hybrid - Attendees - 25, Member Districts - 11) November 27, 2023
- ◆ "National Superintendent of the Year / NYS Superintendent of the year" (Club 86, Geneva) **Dr. Kevin McGowen**, Superintendent of Brighton CSD. Dr. McGowen shared his district's approach to closing achievement gaps by shifting to a more intentional culture in both their strategic planning and their day to day work. (Attendees - 50, Member Districts - 13) February 26, 2024
- ◆ “2nd Annual Spring Education Conference” (WFL BOCES Conference Center) Emcee **David Little RSA** Executive Director, Key Note Speaker: [Prevention and Response to Violent Situations In Our Schools](#) **David Budz** - Executive Director of OpOverwatch. Morning Session: [Before and After School and Special Events Security & Best Practices for Schools](#) **John Kelly** - Coordinator of Safety and Security WFL BOCES and **Steve Chatterton** - Director of Risk Management-Northeast Region CLPS Consultants. Breakout sessions: [A Culture of Leadership](#) - **Patrick Longo** - NYSSBA's Member Relations Manager, [Artificial Intelligence - Let's Chat About ChatGPT](#) - **Alexis Clifton** - Director of the Teaching/Learning Center at Suny Geneseo, [Better Board Leadership - Better boards set the tone and lead by example. The top things that better boards do when they lead well](#) - **Darci D'Ercole**-NYSSBA's Director of Leadership Development, [Data & The Role Of The Board - Learn how school boards can utilize data to help inform constructive conversations and set priorities at the board table](#) - **Lorianne DeForest** - Onondaga-Cortland-Madison BOCES and Member of the Jamesville-Dewitt BOE, [Diversity, Equity, & Inclusion: I'm sure you thought you understood... but listen to this!](#) **Dr. Carl Stokes Jr.** - Author, Keynote Speaker, Social Worker, Professor of Human Services, Erie Community College, [Teacher Recruitment & Retention of Teachers in Rural Districts](#) - **Andy Doell** - Superintendent, Bloomfield CSD and **Eric Vaillancourt** Director of Teaching, Learning and Accountability, Bloomfield CSD (Attendees - 83, Member Districts - 13, Non-Member Districts - 1) (Ontario County Sheriff's Office - 9 and Newark Police Dept. - 1) March 22, 2024
- ◆ "Regionalization and Consolidation Conversation & Panel" Held in collaboration with Wayne-Finger Lakes BOCES (WFL BOCES Conference Center) **Dr. Jeffrey Matteson** - NYSED Senior Deputy Commissioner for Education Policy, **David Elliott** - NYSED Coordinator of Educational Aid Services, **Dr. Laura Glass** - NYSED Chief of Staff, Office of Education Policy, **Dr. Mark Davey** - District Superintendent & CEO, CVES/CEWW BOCES, **Anita Murphy** - Retired District Superintendent & CEO, Capital Region BOCES, **Dr. Cosimo Tangorra, Jr.** - Superintendent of Schools, New Hartford Central School District (Attendees - 51, Member Districts - 13) May 9, 2024
- ◆ Annual Meeting (Club 86, Geneva) “New York State Teacher of the Year, **Zack Arenz**, The importance of building meaningful, positive relationships in classrooms and ways that we can curate them” (Attendees - 36, Member Districts - 8) May 16, 2024

**Hybrid meetings were held in the Wayne-Finger Lakes BOCES Conference Center and Zoom*

Mandated Governance Training - June 10, 2023

Stephen P. Miskell, Ed.D., Executive Director

Russ Harris, President (Newark)

Joe McNamara, 1st Vice President (Seneca Falls)

David Little, Esq., Executive Director Rural Schools Association

Jillian Denmark, Board Clerk (Dundee) - Pre-recorded Video

Dr. Michelle Reed, Superintendent (Seneca Falls)

Dr. Vicky Ramos, District Superintendent (Wayne-Finger Lakes BOCES)

Sara Visingard, Partner, Harris Beach PLLC

Lorianne DeForest, OMC BOCES and member of the Jamesville-Dewitt School Board of Education

Patrick Burk, Executive Director Genesee Valley School Boards Association

6 New School Board of Education Members attended

Mandated Fiscal Training - July 23, 2023

Stephen P. Miskell, Ed.D., Executive Director

Joe McNamara, President (Seneca Falls)

Tom Nespeca, NYSSBA Treasurer

Christine Quinlan, Director of Finance and Operations, (Wayne)

Melissa Duerr, CPA, Principal, Mengel Metzger Barr & Co. LLP.

Thomas C. Zuber, CPA, Partner, Mengel Metzger Barr & Co. LLP.

8 New School Board of Education Members attended

Seminar for Prospective School Board Members Panel - March 2, 2024

Stephen P. Miskell, Ed.D., Executive Director

Joe McNamara, President (Seneca Falls)

Russ Harris, Immediate Past President (Newark)

Julie Nevilizer, Legislative Committee Chair (Newark)

Dr. Michelle Reed, Superintendent (Seneca Falls)

Linda Eygnor (North Rose-Wolcott/WFL BOCES)

Lynn Gay (Wayne-Finger Lakes BOCES)

Deborah Napolitano (Gananda)

Anne McGinnis, PH.D., Bond, Schoeneck, & King Attorneys

7 Perspective School Board of Education Candidates attended the seminar via Zoom

New School Board Member Get Acquainted Evening - May 30, 2024

16 Attendees - 8 Newly Elected School Board of Education Members

Board Clerk Workshops

February 15, 2024 - **Sara Visingard, Kate Reid, and Kristin Warner** - Bond, Schoeneck, & King Attorneys

18 Board Clerks/Superintendent Secretaries Attended - 11 Member Districts and 7 Non-Member Districts

May 30, 2024 - **Anne McGinnis, PH.D. and Sara Visingard** - Bond, Schoeneck, & King Attorneys

14 Board Clerks/Superintendent Secretaries Attended - 9 Member Districts and 5 Non-Member Districts

Annual Meeting Minutes May 23, 2023

The Four County School Boards Association held their 48th Annual Business Meeting on Tuesday, May 23, 2023. There were 43 attendees representing 9 Member Districts.

Welcome: Treasurer, Beth Thomas introduced herself and jazz band students from her district of Canandaigua along with their teacher. Following their performance Second Vice President Carrie Resch thanked the jazz band students and teacher for sharing their musical talents for the evening. She then thanked the school districts that contributed student artwork for the evening: Honeoye, Lyons, Newark, Seneca Falls, and Wayne-Finger Lakes BOCES. Carrie commented on how pleased the Association is to have a few art teachers joining for the evening, she told them “we want you to know we appreciate all you do for our students and our districts”.

Business Meeting: After dinner, President Russ Harris introduced himself, called the Business Meeting to order at 7:08 pm, and asked everyone to stand for the Pledge of Allegiance.

- President Harris stated that there is a copy of the 2022-2023 Annual Report for each member on their table and included in the report are the Minutes from the May 26, 2022 Annual Meeting which were approved by the Board of Directors on August 30, 2022.
- Russ reminded the members of the bylaw changes approved by the membership last year removing the position of the 2nd Vice President effective July 1, 2023.
- Russ then introduced Past President and Chair of the Nominating Committee Robin Johnson. Robin announced the results of the officer election for 2023-2024:
 - President - Joe McNamara, Seneca Falls CSD and Wayne-Finger Lakes BOCES BOE
 - Vice President - Carrie Resch, Wayne CSD
 Robin then Congratulated the officers and invited incoming President Joe McNamara to say a few words. After Joe remarked about how he is looking forward to the next year, he presented outgoing Immediate Past President Robin Johnson with flowers and outgoing President Russ Harris with an engraved clock and thanked Russ for his years of service. Russ thanked the Association/members for his gift and said a few words about how much he has enjoyed working with members to help grow Four County SBA.
- Russ then announced that Beth Thomas had agreed to continue as Treasurer and he announced the results from the electronic voting for the 2023-2024 Banking designation:
 - a) Reliant Credit Union
 - b) Banking Signatories for 2023-2024:
 - Executive Director, Stephen P, Miskell, Ed.D.
 - President, Joe McNamara
 - Vice President, Carrie Resch
 - Treasurer, Beth Thomas

Meeting Adjournment: Russ adjourned the meeting at 7:20 pm.

Motion (Jennifer Schoene/Julie Nevelizer) all approved. Motion carried

Guest Introductions: President Harris introduced guests attending the meeting: NYSSBA representatives, Barry Entwistle and Tom Nespeca, C&S Companies, JD Pabis and Mark Snyder, Day Automation, Ted DeVoe

Russ then Thanked C&S Companies and Day Automation for their sponsorship of this evening’s meeting and asked them to both stand and say a few words about their companies.

Guest Speaker: President Harris introduced the guest speaker for the evening, Billy H. Green, Jr., New York State Teacher of the Year. Billy is a Master Chemistry Teacher from the A. Philip Randolph Campus High School in Manhattan. Billy Green approaches teaching with what peers, administrators, and mentors describe as an “intensely passionate” love for education, a “desire to empower a community,” and a “belief that all students can succeed.”

Executive Director, Steve Miskell closed the evening by thanking Billy for a very inspiring presentation. He thanked members for their participation.

Minute notes taken, recorded, and submitted by Sue Wyatt



Four County School Boards Association

VISION, MISSION & GOALS

Vision Statement

A respected and strong collective voice for excellence in public education

Mission Statement

The Four County School Boards Association will provide training and advocacy opportunities to support and advance excellence in public education and promote the achievement of all students through effective governance.

Beliefs

With students at the heart of our work, the Four County School Boards Association is committed to acting professionally, collegially and ethically.

Goals and Objectives

- 1. The Association will attract, develop and retain effective local school board members by:**
 - a. Providing compelling programs and workshops on relevant topics
 - b. Conducting a seminar for prospective school board members
 - c. Conducting an orientation and providing additional opportunities of engagement for newly elected board members
 - d. Utilizing technology to communicate effectively
 - e. Providing networking opportunities
- 2. The Association will provide timely training and professional development opportunities of exceptional quality in a cost-effective manner such as:**
 - a. State mandated governance and fiscal training
 - b. Skill building workshops (e.g., advocacy workshop)
 - c. Keynote and guest speakers on relevant topics
 - d. Presentations on regional best practices and successful programs and initiatives
- 3. The Association will establish and maintain mutually beneficial partnerships by:**
 - a. Expanding our knowledge of organizations with similar values, interests, and goals
 - b. Seeking opportunities for collaboration with other associations and organizations
 - c. Developing and supporting common positions related to advocacy
 - d. Identifying and participating in events sponsored by collaborative associations and organizations
- 4. The Association will positively impact legislative, regulatory, and other constituent groups by:**
 - a. Educating individual members and boards regarding legislative/regulatory issues impacting education
 - b. Increasing the number of individuals and boards involved in advocacy and legislative issues which impact education
 - c. Authoring, adopting, and sharing the Association's positions regarding legislative and regulatory issues
 - d. Attending lobbying events locally, in Albany and in Washington D.C.
 - e. Creating opportunities for member boards to connect with legislators and members of other agencies that impact their decision making

5. The Association will inform boards of relevant and emerging issues and trends in public education through:

- a. Featuring presenters at Association meetings and dinners
- b. Publishing a newsletter
- c. Providing links and emails related to emerging issues and resources
- d. Using various forms of social media and maintaining an effective, current website

6. The Association will strive for a high level of membership satisfaction to:

- a. Maximize and maintain Association membership
- b. Provide quality and timely events based on member needs and interests
- c. Increase participation of local boards in Association events and meetings
- d. Create an environment where members feel valued, welcomed, and heard

Adopted: May 29, 1990

Revised: February 2, 1995

Revised: 2001/2002

Revised: September 2014

Revised: November 2016

Revised: April 29, 2019

Revised: February 5, 2020

Four County School Boards Association

BYLAWS



ARTICLE I - NAME AND OFFICE

Section 1 - Name

This Association shall be known as the Ontario, Seneca, Yates, and Wayne Counties School Boards Association
(d.b.a. - The Four County School Boards Association).

Section 2 - Location

The office shall be housed at a location designated by the Board of Directors. Here after known as “the Board”.

ARTICLE II - PURPOSE

Section 1 - Statement of Purpose

Vision

A respected and strong collective voice for excellence in public education

Mission

The Four County School Boards Association will provide training, advocacy positions and opportunities to support and advance excellence in public education and promote the achievement of all students through effective governance.

Beliefs

With students at the heart of our work, the Four County School Boards Association is committed to acting professionally, collegially and ethically.

Section 2 - Revisions

The Board may recommend revision or replacement of this statement of purpose.

ARTICLE III – COOPERATIVE SERVICE

This service is available to public school boards of education who participate in the WFL BOCES Cooperative Services.

ARTICLE IV - OFFICERS

Section 1 - Officers

- a. The regularly elected officers of the Association shall be the President and First Vice President.
- b. The Treasurer will be appointed by the Board of Directors annually.

Section 2 - Qualifications

- a. Elected officers shall be serving on a member board at the time of election and throughout the term of office.
- b. A member of any board in good standing shall be eligible to serve as an officer.

Section 3 - Term of Office

- a. The officers shall serve a one-year term from July 1st to June 30th.
- b. Each office is limited to 2 consecutive one-year terms. In extraordinary circumstances, the Board may elect to extend a term by one year.

Section 4 - Duties of the Officers

Duties of Officers shall be defined in board policy. (#5 Roles and Responsibilities of Officers)

Section 5 - Vacancies

The Board shall fill any vacancy which occurs before a term of office expires.

ARTICLE V - ELECTION PROCEDURES

Section 1 - Appointment of Nominating Committee

The Board shall appoint a Nominating Committee, in accordance with policy, at their first meeting of the fiscal year. (#7 Nominating Committee Guidelines Policy)

Section 2 - Slate of Officers

- a. The Nominating Committee shall present a slate of officers in accordance with the Nominating Committee Guidelines Policy. (#7 Nominating Committee Guidelines Policy)
- b. Upon approval of the Board the slate shall immediately be sent to the full membership.

Section 3 - Additional Nominations

Nominations will be accepted and added to the ballot at the Board of Directors meeting that adopts the slate of officers held prior to election and Annual Meeting and added to the ballot.

Section 4 - Election of Officers

The ballot and any required business to be voted on will be sent to member boards of education for vote and return by email to the Four County office by Board Clerks no later than 1 day prior to the Annual Meeting. Each member board is entitled to one vote.

ARTICLE VI - EXECUTIVE DIRECTOR

Section 1 - Appointment

The Board shall appoint an Executive Director who shall serve at its pleasure.

Section 2 - Conditions of Employment

Remuneration and specific conditions of employment will be established according to the terms of an annually negotiated contract or contract amendment as recommended by the officers to the Board of Directors. The contract is signed by the Wayne-Finger Lakes BOCES District Superintendent.

Section 3 - Duties of the Executive Director

Duties and Responsibilities of the Executive Director are defined in the Wayne-Finger Lakes BOCES job description titled Executive Director of Four County School Boards Association.

ARTICLE VII - BOARD OF DIRECTORS

Section 1 Governance of the Association

The general governance of this Association shall be vested in the Board.

Section 2 - Membership

- a. The Board of Directors shall consist of the Association officers and a representative from each member school board.
- b. Each member board is invited to appoint one delegate and one alternate to the Board. If a delegate/alternate are not named, their President and Vice President will be appointed by default.
- c. The Immediate Past President of the Four County School Boards Association, the Area 2 Director, and any active officer the New York State School Boards Association residing in Area 2, if such an individual is serving on a member board of the Association, shall serve as ex-officio members of the Board.
- d. The Chief School Officer of each member district shall receive notice of meetings and is invited to serve in an advisory capacity.

Section 3 - Responsibility

- a. The Board shall function as the policy making body, conducting the affairs of the Association.
- b. The Board shall convene at least four times per year and additionally at the discretion of the President or when a request is made to the President by any member.
- c. The Board shall establish such committees as necessary to conduct the business of the Association.
- d. The Board shall establish a process for the annual evaluation of the Executive Director at the first board meeting of the year.
- e. The Board may enter executive session upon majority approval of those in attendance.
- f. The Board shall annually select and appoint a treasurer.

Section 4 – Voting Procedures

Each member board is entitled to one vote.

ARTICLE VIII – MEETINGS

Section 1 - General Membership Meetings

General Membership Meetings shall be held throughout the year as determined by the Board.

Section 2 - Annual Meetings

The Annual Meeting of the Association shall be held at a time and place determined by the Board.

Section 3 - Special Business Meetings

Special Business Meetings of the full membership may be called by the Board, following a ten (10) day prior notice, for the transaction of Association business other than the election of officers.

ARTICLE IX - FISCAL POLICY

Section 1 - Fiscal Year

The fiscal year shall be from July 1 through June 30.

Section 2 - Depositories

- a. The Board shall designate annually the depositories and signatories for all Association funds.
- b. The Executive Director, or Board designee, shall receive all moneys and deposit same to the accounts of the Association.

Section 3 - Annual Budget

The Association's Annual Budget shall be approved by the Board.

Section 4 - Annual Audit

- a. Provision shall be made for annual audits of the Association's accounts. (#31 Audit Committee Guidelines)
- b. An annual audit report shall be presented to the Board for acceptance and distributed to the membership.

ARTICLE X – AMENDMENTS

Section 1 - Proposal

- a. Amendments may be proposed by the Board or by any member board.
- b. Such proposed amendments shall be sent to the President for submission to the Board in such time that proper notice of such proposed changes can be included in the notice of the Annual or Special Meetings at which they are to be voted on.

Section 2 - Notification of Membership

Notice shall be sent to all member boards at least 30 days prior to the meeting with exception for extenuating circumstances, incorporating the text of the proposed amendment(s) and the recommendations of the Board.

Section 3 - Approval

- a. The vote to approve proposed amendments is to be taken according to Article V Voting Procedures.
- b. Such amendments shall be adopted when approved by two-thirds of the members voting.

Section 4 - Bylaws Review

Bylaws shall be reviewed at least every five years by the Policy and Bylaws Committee.

Adopted: June 19, 1975

Amended: May 3, 1979

Amended: July 11, 1986

Amended: July 30, 1992

Amended: June 16, 1998

Amended: June 3, 2003

Amended: May 21, 2009

Amended: October 3, 2017

Amended: May 20, 2019

Amended: June 30, 2020

Amended: May 26, 2022

Amended: May 16, 2024

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