



**BOARD OF COOPERATIVE EDUCATIONAL SERVICES**  
**SOLE SUPERVISORY DISTRICT**  
**ST. LAWRENCE-LEWIS COUNTIES**  
P.O. Box 231, 40 W. Main Street  
Canton, New York 13617

## **BOARD MEETING**

Thursday, November 14, 2013 – 6 p.m.

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### **St. Lawrence-Lewis BOCES 2013-2014 Board of Education Goals**

St. Lawrence-Lewis BOCES is committed to work successfully with component districts:

- To enhance opportunities for students through implementation of the recommendations of the Regional Consolidation Study, Regional High School Study, and other vehicles including legislation and the Multiple Pathways Proposal
- To model county-wide sharing and regional delivery models
- To evaluate BOCES services provided for continuous improvement
- To facilitate the successful implementation of APPR, DDI, and Common Core Standards, raising performance measures for students across the SLLBOCES Region

St. Lawrence-Lewis BOCES will:

- Develop a five year facilities plan, to include:
  - The current DASNY project and upgrades to ESC
  - Sale of the Washington Education Building
- Provide financial and operational solutions to our partners in education
- Work with Regional Partners, including Higher Education faculty at SUNY Potsdam and St. Lawrence University, to create regional systems for creating great teachers and future educational leaders for the SLLBOCES Region

St. Lawrence-Lewis BOCES will ensure cost-effective instruction, school improvement, and professional development opportunities for all students and staff in the SLLBOCES region.

**\*\* 5:30 pm      Audit Committee Meeting  
(Roger Bennett, Nancy Cappellino, and Marjorie McCullough)**

### **AGENDA**

#### **Opening Activities**

(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

- I. Call to Order by President
- II. Pledge of Allegiance
- III. Roll Call and Quorum Check

**Action Items**

- IV. [Minutes of October 10, 2013 Meeting](#)  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

**A motion is needed to approve the minutes of the October 10, 2013 Board of Education meeting.**

- V. Treasurer’s Report for period ending October 31, 2013  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances

1. General Fund.....	\$2,625,897.74
2. Federal Fund.....	\$ 432,461.18
3. Trust and Agency Fund.....	\$ 8,809.15
4. School Lunch Fund.....	\$ 103,436.95
5. Payroll Fund.....	\$ 0.00
6. Capital Fund.....	\$ 253,981.57
7. Capital Equip. Reserve.....	\$ 397,544.71

B. Current Budget Allocation

- [Budget Report](#)
- [District Billing](#)

1. General Fund Budget.....	\$52,761,887.20
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**A motion is needed to approve the Treasurer’s Report for the period ending October 31, 2013.**

VI. District Superintendent

A. Action Items

1. [Personnel – See Attachment “A”](#)  
(In accordance with [Board Policy #5150](#) – Recruitment, Selection, and Appointment of Personnel)

**A motion is needed to approve the Personnel as presented in Attachment “A”.**

This motion will include the entire personnel section of the agenda.

2. Resolution to Accept the [External Audit](#)  
(In accordance with [Board Policy #4484](#) – Financial Accountability)

**A motion is needed to accept the external audit as presented by external auditors, Poulsen and Podvin, CPA, P.C.**

3. Approval of [Policy #1550 – Orienting New Board Members](#)  
(In accordance with [Board Policy #1410](#) - Formulation, Amendment, and Adoption of Policy)

**A motion is needed to approve the changes to Policy #1550 – Orienting New Board Members. The first read of the policy was on September 12, 2013 and the second read was on October 10, 2013.**

4. Amendment to the Established Hourly/Per-Diem/Stipend Rates for the 2013-2014 Fiscal Year  
(In accordance with [Board Policy #5151](#) – Temporary and Part-time Employees)

*Rationale: This amendment is due to the increase in the minimum wage rate effective December 1, 2013. The increase from \$55.00 per day to \$65.00 a day will cover the minimum wage rate increase through December 2015.*

**A motion is needed to amend the teacher aide rate from \$55.00 per day to \$65.00 per day.**

5. [Resolution to Approve State Environmental Quality Review \(SEQR\)](#) for Reconstruction Project  
(In accordance with [Board Policy #4510](#) – Facilities Planning)

**A motion is required to adopt the State Environmental Quality Review for the reconstruction project.**

6. Project Renovation to Technical Centers  
(In accordance with [Board Policy #4510](#) – Facilities Planning)

**A motion is required to adopt the following resolution, upon approval and adoption of the above State Environmental Quality Review resolution. Therefore, be it**

**RESOLVED, that the St. Lawrence-Lewis Board of Cooperative Educational Services does authorize and expend the sum up to \$900,000 from the Capital Fund to undertake the reconstruction work of the following projects:**

- Seaway Technical Center, SED Control #51-90-00-00-0-012-010
- Southwest Technical Center, SED Control #51-90-00-00-0-013-008
- Northwest Technical Center, SED Control #51-90-00-00-0-014-007

7. [Approval of Bid Results](#)  
(In accordance with [Board Policy #4510](#) – Facilities Planning)

**A motion is required to approve the bid award to Empire Northeast (ENI) of Gouverneur, New York in the amount of \$218,000 for the ESC (fire suppression, generator, and tank removal project).**

8. Resolution to Approve Financing  
(In accordance with [Board Policy #4510](#) – Facilities Planning)

**A motion is required to approve financing for the ESC project (fire suppression, generator, and tank removal) – SED #5190000-0046-002 through budgetary appropriations up to the amount of \$250,000.**

9. Cooperative Bids  
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

**A motion is needed to approve the Cooperative Bid awards for Duplicating, Mimeo, and Xerographic Paper – 2<sup>nd</sup> half (2013-2014) and Transportation – 2<sup>nd</sup> half (2013-2014).**

10. Installment Purchase  
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

*Rationale: The equipment is being purchased through CoSer 506, Instructional Technology. In accordance with NYS Education Law, installment purchases require approval by board resolution and approval by the State Education Department.*

**A motion is needed to approve the installment purchases with Xerox for one network printer for Edwards-Knox Central School and two network printers for Gouverneur Central School.**

11. Board of Education Goals for 2013-2014

*Rationale: The board discussed the goals at the October 2013 meeting but there was no formal action taken to approve.*

**A motion is needed to approve the board of education goals for 2013-2014 which were discussed at the October retreat.**

VII. Reports

- A. [Thomas R. Burns, District Superintendent](#)
- B. [Stephen J. Todd, Assistant Superintendent for Instruction](#)
- C. Laurie Podvin, CPA, External Auditor, Poulsen & Podvin, will present the Audit Report.
- D. [Administrative Department Goals](#) for 2013-2014

The 2013-2014 goals are posted for board member review. The Board may ask questions, however, there will not be formal discussion.

VIII. Discussion Items

IX. Information Items

- A. Update on Facilities

X. Presentations

XI. Other

- A. Reminder – SLLCSBA Dinner and Meeting with Regent Dawson – Monday, December 9, 2013 at Seaway Tech Center
- B. The date for the spring open house at Seaway Tech has been changed to Thursday, March 20<sup>th</sup> from 5-7 pm.

XII. Pass-Around Information

- Partnership Between the BOCES Educational Consortium and Hinman Straub

XIII. Adjournment