



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, June 2, 2016 – 5:30 pm

St. Lawrence-Lewis BOCES 2015-16 Board of Education Goals

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

- To enhance and improve student opportunities to access coursework essential for successful preparation for college and/or career
- To model regional sharing and delivery models through inter-BOCES as well as intra-BOCES arrangements
- To continuously evaluate BOCES services for quality, efficiency, and potential improvement
- To facilitate the successful implementation of the Regents Reform Agenda, and raise performance outcomes for students across the region.

St. Lawrence-Lewis BOCES will:

- Provide financial and operational solutions to our component school districts and other educational partners
- Work with the Board of Education Facilities Committee to complete upgrades at various sites
- Work with our Regional Partners, including Higher Education, to build and refine regional pipelines that will produce teachers and future educational leaders for the region.

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 May 11, 2016 Meeting](#)
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A motion is needed to approve the minutes of the May 11, 2016 Board of Education meeting.

- V. [Treasurer’s Report for period ending May 31, 2016](#)
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances

General Fund	\$ 4,240,512.19
Federal Fund	\$ 461,600.98
Trust & Agency Fund	\$ 47.05
Payroll Fund	\$ 0.00
Capital Fund	\$ 9,033.32
Capital Equipment Reserve	\$ 397,725.72

B. Current Budget Allocation

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

General Fund Budget..... \$ 61,990,230.81

A motion is needed to approve the Treasurer’s Report for the period ending May 31, 2016.

VI. District Superintendent

A. Action Items

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

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

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

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

A motion is needed to approve the Cooperative Bid awards:

- Produce – June and July 2016
- Athletic – 2016-2017
- Audio-visual – 2016-2017
- Technology Shop Supplies – 2016-2017
- Computer Supplies – 2016-2017
- Musical Instruments & Supplies – 2016-2017
- Classroom Furnishings – 2016-2017

3. Transfer of Monies from General Fund to Capital Fund
(In accordance with [Board Policy #4130](#) – Administration of Budget)

A motion is needed to transfer up to \$450,000 from the General Fund 002 COSER into Capital Fund for the following projects:

- CTE Renovation Projects (\$107,000)
- SWT HVAC Project (\$263,500)
- SWT Sanitation Project (\$79,500)

4. Charge Unemployment Reserve Fund
(In accordance with [Board Policy #4130](#) – Administration of Budget and [Board Policy #4210](#) - Investments)

A motion is needed to authorize expending the New York State Unemployment Insurance payments, up to \$30,000 from the Unemployment insurance Reserve for the 2015-2016 fiscal year.

5. CTE Equipment Reserve
(In accordance with [Board Policy #4210](#) - Investments)

A motion is needed to authorize increased funding of the previously established CTE Equipment Reserve Fund up to the amount of \$90,000 for the 2016-2017 school year.

6. Agreement between Ogdensburg Boys' and Girls' Club and St. Lawrence-Lewis BOCES
(In accordance with [Board Policy #4510](#) – Facilities Planning)

A motion is needed to approve the one-year Agreement between the Ogdensburg Boys' and Girls' Club and St. Lawrence-Lewis BOCES. The premise to be utilized is described as the gymnasium located at 610 Patterson Street, Ogdensburg, NY. The term of the agreement shall be \$1,800 for the period of September 8, 2016 – June 15, 2017.

7. [Lease Agreement between Schwartz Realty and BOCES](#)
(In accordance with [Board Policy #4510](#) – Facilities Planning)

A motion is needed to approve the three-year lease agreement between Phillip Schwartz, d.b.a. Schwartz Realty, the landlord, and St. Lawrence-Lewis BOCES, the tenant. The premise to be leased is 35 Glenn Street, Massena, New York. The term of the lease shall be from July 1, 2016 – June 30, 2019. For each of the three years, the rent will be \$13,200 annually, billed quarterly at \$3,300.

8. [Establish Hourly/Per-Diem/Stipend Rates for 2016-2017 Year](#)
(In accordance with [Board Policy #5151](#) – Temporary and Part-time Employees)

A motion is needed to establish the Hourly/Per-Diem/Stipend rates for the 2016-2017 fiscal year.

9. [Approval of Policy #4511 – Facilities: Inspection, Operation, and Maintenance](#)
(In accordance with [Board Policy #1410](#) – Formulation, Amendment, and Adoption of Policy)

A motion is needed to approve the changes to Policy #4511 – Facilities: Inspection, Operation, and Maintenance. The first read of the policy was on May 6, 2016 and the second read was on May 11, 2016.

10. [Certification Approval and Re-Approval of Five CTE Programs](#)
(In accordance with [Board Policy #7170](#) – Instructional Technology)

A motion is requested for approval and re-approval from the State Education Department of CTE programs:

Approval:

- Heavy Equipment Operations (SWT)
- Pharmacy Technician (All Centers)

Re-approval:

- Cosmetology (All Centers)
- Early Childhood Education with a name change to Education and Human Services (SWT and SATC)
- Natural Resource Management (NWT and SATC)

11. Local Bids

(In accordance with [Board Policy #4310](#) –Purchasing Policy)

Modular Home #1 located at Seaway CTE Center, Norwood, NY

There was one bid for this property. Base bid amount was \$52,000, sales tax \$4,160, for a total of \$56,160. The minimum bid amount was \$51,000.

A motion is needed to accept the local bid for Modular Home #1 at Seaway CTE Center to high bidder, Linda Robillard-Ramatichi, Massena, NY.

12. Donation

(In accordance with [Board Policy #4230](#) – Acceptance of Gifts, Grants, and Bequests to BOCES)

A motion is needed to approve the donation of the below items to Massawepie Scout Camp in Tupper Lake:

- Paddle Boat
- Miscellaneous Camping Equipment i.e. sleeping bags, tents, etc.
- Miscellaneous Camp Items i.e. games, toys, pool noodles, bikes, etc.

13. Approve Reserve Plan

(In accordance with [Board Policy #4484](#) – Financial Accountability)

Rationale: Recent guidelines from the Comptroller's Office state that the Board should develop a plan that states the rationale for establishing reserve funds, objectives for each reserve established, optimal or targeted funding levels and conditions under which the funds' assets will be used or replenished.

A motion is needed to approve the funding plan for the previously established reserve funds.

14. Appointment of Administrative Intern

(In accordance with [Board Policy #5150](#) – Recruitment, Selection, and Appointment of Personnel)

Professional Statement:

Mrs. Nicki O'Donnell is completing the CAS School Building & District Leadership Program through SUNY Oswego. Mrs. O'Donnell holds certification in PreK-Grade 6 and Reading. She completed the requirements for her certifications at SUNY Potsdam.

A motion is needed to approve the temporary appointment of Nicki O'Donnell, to the unpaid position of Administrative Intern, to shadow Christina Frank, Summer School Principal – Ogdensburg, effective July 1, 2016 through August 31, 2016.

VII. Reports

- A. [Thomas R. Burns, District Superintendent](#)
- B. [Ronald Burke, Assistant Superintendent for Instruction](#)

VIII. Discussion Items

- A. [“Identifying Options for the Future: A Review of St. Lawrence-Lewis BOCES Technology, School Improvement and Special Education Services: Findings and Recommendations” report by Jessica Cohen and Alan Pole](#)

IX. Information Items

- A. Update on Facilities – K. Perretta

X. Presentations

XI. Other

XII. Pass-Around Information

XIII. Adjournment