

**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 of Education Meeting Date: August 16, 2018
BOE APPROVED: September 13, 2018**

The Regular meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, August 16, 2018 at the Educational Services Center, 40 West Main Street, Canton, New York. The Board President, Roger Bennett called the meeting to order at 4:00 p.m.

Roll Call:

- Present: Roger Bennett, Dana Smith, Michael Davis (left at 5 pm), William Cartwright, James Lattimer, Marjorie McCullough, and James Young
- Excused: Cindy McLean and Jack Zeh
- Others: Thomas R. Burns, Maureen Bouchey, Darin Saiff, Nicole Ashley, Renee' Langtry-Green, Kevin Perretta (left at 5:05 pm), Jen Myers, and Rebekah Grim (left at 5 pm)

All members stood for the Pledge of Allegiance.

Maureen Bouchey, District Clerk noted that Cindy McLean received the Oath of Office on August 1, 2018.

**No. 2019 - 039
ALL PERSONNEL
BOARD ACTION AS
FOLLOWS:**

Motion made by Smith, seconded by Young.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the attached Personnel action: All of the following appointments are conditional, pending clearance from the State Education Department, pursuant to Chapter 180 of the Laws of 2000 of the State of New York.

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

Yeas: All members present
Nays: None

**No. 2019 - 040
LOCAL BIDS**

Motion made by Young, seconded by McCullough.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the local bid for the 2016 Modular Home located at Seaway CTE Center, Norwood, New York. Base bid amount was \$34,500.00, sales tax \$2,760.00 for a total of \$37,260.00 to be sold to Wayne and Kathleen Eseltine of Palm Bay, Florida.

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

Yeas: All members present

Nays: None

**No. 2019 - 041
LOCAL BIDS**

Motion made by Smith, seconded by Davis.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the bid awards for building materials, to low bidder meeting specifications for Northwest CTE Center – Modular Home #40, Southwest CTE Center – Modular Home #22, and Seaway CTE Center – Modular Home #4:

Northwest CTE Center – Modular Home #40

- General Bldg. Materials – White’s Lumber - \$42,812.58
- Cabinets – Merriman’s - \$6,632.78
- Plumbing – White’s Lumber - \$2,673.34
- Electrical – White’s Lumber - \$3,830.99

Total: \$55,949.69

Southwest CTE Center – Modular Home #22

- General Bldg. Materials – White’s Lumber - \$40,993.22
- Cabinets – White’s Lumber - \$8,000.40
- Plumbing – White’s Lumber - \$2,697.92
- Electrical – White’s Lumber - \$3,830.44

Total: \$55,521.98

Seaway CTE Center – Modular Home #4

- General Bldg. Materials – White’s Lumber - \$40,315.34
- Cabinets – Merriman’s - \$6,631.20
- Plumbing – White’s Lumber - \$2,735.64
- Electrical – White’s Lumber - \$3,759.34

Total: \$53,441.52

Grand Total Bid: \$164,913.19

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

Yeas: All members present

Nays: None

**No. 2019 – 042
NYSITCC
CONTRACTS**

Motion made by Young, seconded by Smith.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the following resolution:

WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for Tech4Learning, Legends of Learning, Type to Learn, TEQ, VidCode, Typing Pal Online, Wow U Education and,

WHEREAS, The St. Lawrence-Lewis BOCES is desirous of participating with other BOCES Districts in New York State in joint agreements for the software/learning packages and licensing mentioned above as authorized by General Municipal Law, Section 119-0, and,

BE IT RESOLVED, That the St. Lawrence-Lewis BOCES Board of Education authorizes Erie 1 BOCES to represent it in all matters leading up to and entering into a contract for the purchase of and licensing of the above mentioned software/learning packages, and,

BE IT FURTHER RESOLVED, That the St. Lawrence-Lewis BOCES Board of Education agrees to assume its equitable share of the costs associated with Erie 1 BOCES negotiating the Agreements, and,

BE IT FURTHER RESOLVED, That the St. Lawrence-Lewis BOCES Board of Education agrees (1) to abide by majority decisions of the participating BOCES on quality standards; (2) Erie 1 BOCES will negotiate contracts according to the majority recommendations; (3) that after contract agreement, it will conduct all purchasing arrangements directly with the vendor.

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

Yeas: All members present

Nays: None

No. 2019 – 043
[CODE OF CONDUCT](#)
[AND STUDENT](#)
[HANDBOOK](#)

Motion made by McCullough, seconded by Cartwright.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the annual review of the Code of Conduct and CTE Student Handbook as required by Education Law.

(In accordance with [Board Policy #2410](#) – Code of Conduct on BOCES Property)

Yeas: All members present

Nays: None

No. 2019 – 044
SPECIAL MEETING

Motion made by Young, seconded by Smith.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the following resolution:

BE IT RESOLVED, by the Board of Cooperative Educational Services for the Sole Supervisory District of St. Lawrence and Lewis Counties, New York, as follows:

Section I. That a Special Meeting of the qualified voters of the Board of Cooperative Educational Services for the Sole Supervisory District of St. Lawrence and Lewis Counties, New York (the “BOCES”) shall be held at the polling places hereinafter set forth in the notice of said Special Meeting, on the 9th day of October, 2018, at 12:00 o’clock noon, P.M., Prevailing Time, for the purpose of voting by paper ballot upon the proposition hereinafter set forth in said notice. Polls for the

purpose of voting will be kept open between the hours of 12:00 o'clock noon P.M. and 8:00 o'clock P.M., Prevailing Time. For purposes of the Special Meeting and vote, the entire BOCES shall constitute a single election district, and for the convenience of the voters, multiple polling places shall be provided, the locations of which are hereby designated as set forth in the notice provided in Section 3 hereof.

Section 2. That the District Clerk of the Board of Cooperative Educational Services is hereby authorized to amend the notice of the Special Meeting hereinafter set forth from time to time as, in his or her discretion, such amendment may be required, consistent with the intent of the BOCES as evidenced by this resolution.

Section 3. That the notice of said Special Meeting, including the proposition to be voted upon, shall be in substantially the following form, to-wit:

NOTICE OF SPECIAL MEETING AND VOTE
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
FOR THE SOLE SUPERVISORY DISTRICT OF
ST. LAWRENCE AND LEWIS COUNTIES, NEW YORK

The Board of the Cooperative Educational Services for the Sole Supervisory District of St. Lawrence and Lewis Counties, New York, HEREBY GIVES NOTICE that a Special Meeting of the qualified voters of said Board of Cooperative Educational Services will be held at the polling places hereinafter set forth on the 9th day of October, 2018, at 12:00 o'clock noon, P.M., Prevailing Time, for the purpose of voting by paper ballot upon the proposition hereinafter set forth. Polls for the purpose of voting will be kept open between the hours of 12:00 o'clock noon, P.M. and 8:00 o'clock P.M., Prevailing Time. The proposition is as follows:

PROPOSITION

Shall the Board of Cooperative Educational Services for the Sole Supervisory District of St. Lawrence and Lewis Counties, New York (the "BOCES"), be authorized: (a) to construct additions to and reconstruct the BOCES career and technical education centers, including original furnishings, equipment, machinery, apparatus, appurtenances, site improvements, and incidental improvements and expenses in connection therewith, at an aggregate maximum estimated cost of \$43,500,000 (the "Project"), and in furtherance thereof (b) to expend \$500,000 Capital Fund monies therefor, and (c) to enter into any and all agreements and instruments necessary or desirable to effectuate a financing for said Project in an amount not to exceed \$43,000,000 through the auspices of the Dormitory Authority of the State of New York ("DASNY"), or otherwise, including, but not limited to, authority to convey to DASNY such specific interests in real property or leasehold interests, including all or any portion of the Project and to enter into any lease or other agreement with DASNY, as may be necessary to effectuate said financing.

DETERMINATION OF STATUS OF PROJECT UNDER THE STATE ENVIRONMENTAL QUALITY REVIEW ACT: The BOCES, acting as Lead Agency under the regulations of the State of New York promulgated pursuant to the State Environmental Quality Review Act, has determined that the aforesaid Project, including the financing thereof, is a Type I Action which it has been determined will not have any significant adverse impacts upon the environment. SEQRA compliance materials are available to review in the Office of the District Clerk of the BOCES during regular office hours.

NOTICE IS ALSO HEREBY GIVEN that a person shall be entitled to vote at said Special Meeting of the voters of the Board of Cooperative Educational Services who is: (1) a citizen of the United States; (2) eighteen years of age or older on the date of said Special Meeting; and (3) a resident within the Board of Cooperative Educational Services for a period of at least thirty consecutive days next preceding the Special Meeting date.

NOTICE IS HEREBY FURTHER GIVEN that the entire BOCES shall be deemed a single election district, and that, for the convenience of voters, multiple polling places shall be provided, the locations of which are hereby designated as follows:

	<u>Polling Place School Building Address</u>	<u>Building Name</u>
1.	40 West Main Street, Canton, NY 13617	SLLBOCES Administration
2.	7225 State Highway 56, Norwood, NY 13668	Seaway Career & Technical Center
3.	1000 Park Street, Ogdensburg, NY 13669	Northwest Career & Technical Center
4.	3606 State Highway 58, Gouverneur, NY 13642	Southwest Career & Technical Center

NOTICE IS HEREBY FURTHER GIVEN that voters shall not be required to vote at the polling place(s) located within the school district within which the voter resides. (Descriptions of the boundaries of the component school districts into which the Board of Cooperative Educational Services is divided are on file and may be inspected at the office of the District Clerk of the Board of Cooperative Educational Services located at 40 West Main Street, in Canton, New York during normal business hours.)

NOTICE IS ALSO HEREBY GIVEN that absentee ballots may be applied for at the office of the District Clerk of the Board of Cooperative Educational Services. Any such application must be received by the District Clerk of the Board of Cooperative Educational Services at least seven days before the date of the aforesaid Special Meeting if the ballot is to be mailed to the voter, or the day before such Special Meeting, if the ballot is to be delivered personally to the voter. A list of all persons to whom absentee voter's ballots shall have been issued shall be available for public inspection in the office of the District Clerk of the Board of Cooperative Educational Services not less than five days prior to the date of the Special Meeting (excluding Saturdays and Sundays) during regular office hours until the date of the aforesaid Special Meeting. In addition, such list shall also be posted conspicuously at the places of voting during the hours of such Special Meeting.

Section 4. That the District Clerk of the Board of Cooperative Educational Services is hereby authorized and directed to cause notice to be given of said Special Meeting in substantially the form hereinbefore prescribed, with any insubstantial changes thereto as are deemed by the Clerk to be appropriate, consistent with the intent of the BOCES as evidenced by this resolution, by publishing the same four times, once within each of the four weeks next preceding such special meeting, the first publication to be at least twenty-five days before said meeting, in the Watertown Daily Times newspaper having a general circulation in said Board of Cooperative Educational Services, and by giving such other notice as in her discretion may be deemed advisable.

Section 5. This resolution shall take effect immediately.

(In accordance with [Board Policy #4510](#) – Facilities Planning)

Yeas: All members present

Nays: None

**No. 2019 – 045
CONSENT AGENDA
ITEMS FOR ACTION**

Motion made by Young, seconded by Smith.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the following consent agenda items:

Minutes of [July 5, 2018](#) and [July 30, 2018](#) Meetings

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

Treasurer’s Report for period ending July 31, 2018

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

A. Account Balances

General Fund	\$2,126,550.89
Federal Fund	\$ 195,941.98
Trust & Agency Fund	\$ 171.06
Payroll Fund	\$ 548.77
Capital Renovation Project	\$ 84,762.02
Capital Equipment Reserve	\$ 310,595.50

B. Current Budget Allocation

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

General Fund Budget..... \$ 65,806,991.14

Cooperative Bids

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

- Produce – August 2018

Installment Purchase

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

One (1) network printers are being purchased through Usherwood for Madrid Waddington Central School; 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.

Staff Conference

(In accordance with [Board Policy #5211](#)– Travel Expenses/Conference Approval)

- Thomas Burns, Renee' Langtry-Green, and Darin Saiff to attend the AESA Annual Conference in Colorado Springs, CO from November 27 through December 1, 2018 (Association of Educational Service Agencies)
- Thomas Burns to attend the DALI Conference in Tucson, AZ from January 8 through January 11, 2019 (District Administration Leadership Institute)
- Thomas Burns and Rebekah Grim to attend the AASA National Conference in Los Angeles, CA from February 13, 2019 through February 16, 2019 (The School Superintendents Association)

Donation

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

- Six (6) boxes of young adult literature books from the PACE program to be donated to Literacy Volunteers.

Yeas: All members present

Nays: None

Reports:

[Thomas R. Burns, District Superintendent](#)
[Darin Saiff, Assistant Superintendent for Instruction](#)

Discussion Items:

None

Informational Items:

- The Year is 2030 – Jeff-Lewis BOCES on September 14, 2018

Presentations:

- Rebekah Grim – Capital Project
- Jessie Bennett Bradley, Au.D. CCC-A and Amy Bradbury, Au.D. CCC-A of CiTi BOCES Audiology

Other:

- Board of Education Self Evaluations Distributed

**Pass-Around
Information:**

None

**No. 2019 - 046
ADJOURNMENT**

Motion made by Young, seconded by McCullough to adjourn the meeting at 6:00 pm.

Yeas: All members present

Nays: None

Maureen A. Bouchey, District Clerk