



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 AGENDA

Thursday, June 6, 2019 – 5:30 p.m.

St. Lawrence-Lewis BOCES 2018 - 2019 Board of Education Goals

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

- To enhance and increase student opportunities to access advanced coursework essential for a successful preparation for college, career, and citizenship.
- To promote 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, including input from our component school district partners. (surveys)
- To facilitate the successful implementation of the Next Generation Learning Standards, Curriculum, and Assessments, 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 and component school districts to complete upgrades at various sites and initiate the BOCES CTE capital project. The project will address critical infrastructure needs and allow existing and new BOCES programs to operate for many years.
- Work with our Regional Partners, including SUNY Potsdam and St. Lawrence University, to build and refine regional pipelines that will produce teachers and future educational leaders for the region, including the new Ed Leadership Program at SUNY Potsdam and the Advanced Certificate in Special Education Program
- To provide school district and BOCES staff the baseline data that they need to connect district goals and professional development to the needs of their students. Data will include student performance on state assessments, graduation data, and early warning data to identify individual students who are at risk of not graduating on time
- The BOCES will investigate models of trauma-informed instruction for implementation across the region which will increase the cognitive capacity of all students.

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. Personnel – 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”.

- V. Acknowledgement of Retirees for 2018-2019

A motion is needed to acknowledge the 2018-19 St. Lawrence-Lewis BOCES retirees:

**Lisa Ames – 21-1/2 years of service
Barbara Bennett – 33 years of service
John Bresett – 12 years of service
Melanie Clark – 20 years of service
Kathleen Colarusso – 14 years of service
Pamela Curtis – 25 years of service
Robert Domurat – 35 years of service
Patti Fisher – 21 years of service
Cheryl Harper – 33 years of service
Jani Hobbs – 5-1/2 years of service
Brenda Jenkins – 19 years of service
Craig Lalonde – 37 years of service
Ann Lesperance – 20 years of service
Carol McKendree – 24-3/4 years of service
Debra Pearl – 33 years of service
Kaila Perrault – 32-3/4 years of service
Jeanette Perry – 19 years of service
Beth Reynolds – 20 years of service
Leanne Saxby – 30 years of service
Ronald Shirtz – 27 years of service
Theresa Smith – 39 years of service
Susan Theisen – 34 years of service
Stanley Young, Jr. – 17 years of service**

VI. Distance Learning Contracts

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

WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for the 2019-2020 fiscal year for Apex, Blackboard, Desire 2 Learn, Edgenuity, Edmentum, FEV tutor, Florida Virtual School, Instructure, It's Learning, iTutor, Odysseyware, Pearson, Right Reason, Schoology and,

WHEREAS, The St. Lawrence-Lewis BOCES is desirous of participating with other BOCES Districts in New York State in joint agreements for the distance learning student courses 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 courses, 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.

A motion is needed to approve the above agreement for the 2019-2020 fiscal year.

VII. Administrator Group & Non-Unit Member Addendum

(In accordance with [Board Policy #5230](#) – Negotiations)

A motion is needed to approve the changes in the Administrators' Group and Non-Unit Member Addendum.

VIII. 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 lease agreement between the Ogdensburg Boys' and Girls' Club and St. Lawrence-Lewis BOCES. The premise to be utilized is described as the gymnasium and game room located at 610 Patterson Street, Ogdensburg, NY. The term of the agreement shall be \$4,800 for the period of September 4, 2019 - June 16, 2020.

IX. Charge Unemployment Reserve Fund

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

A motion is needed to authorize expending the New York State Unemployment Insurance payments, up to \$27,000, from the Unemployment Insurance Reserve for the 2018-2019 fiscal year.

- X. Agreement between the Massena Public Library and St. Lawrence-Lewis BOCES - Massena Library Lease
(In accordance with [Board Policy #4510](#) – Facilities Planning)

A motion is needed to approve the three-year lease agreement between the Massena Public Library and St. Lawrence-Lewis BOCES. The premise to be utilized is described as the Massena Public Library located at 41 Glenn Street, Massena, NY. The term of the agreement shall be \$400 per month beginning July 1, 2019 through June 30, 2022.

- XI. 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.

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

Rationale: The future CTE project will be financed with both capital outlay and bonds. Transferring some of the funds now will help offset future costs on the component districts.

A motion is needed to approve the transfer up to \$250,000 from the General Fund 002 CoSer into the Capital Fund for the future CTE renovation project and up to \$275,000 for future storage building projects.

- XIII. Reserve for Accrued Employee Benefits Liability
(In accordance with [Board Policy #4130](#) – Administration of Budget)

Rationale: BOCES would like to use the Reserve for Accrued Employee Benefits (Compensated Absences) to accrue unused sick and vacation time for retirements effective in the 2018-2019 school year.

A motion is needed to authorize transferring up to \$100,000.00 into the Reserve for Accrued Employee Benefits Liability from the General Fund on June 30, 2019 to accrue unused accumulated leave time for those anticipated to separate from service in the 2019-2020 school year.

XIV. Reserve for Accrued Employee Benefits Liability
(In accordance with [Board Policy #4130](#) – Administration of Budget)

Rationale: BOCES would like to use the Reserve for Accrued Employee Benefits (Compensated Absences) to pay out accrued sick and vacation time for retirements effective during the 2018-2019 fiscal year.

A motion is needed to authorize expending up to \$160,000 from the Reserve for Accrued Employee Benefits Liability to pay for unused accumulated leave time for those separating from service in the 2018-2019 school year.

XV. Consent Agenda Items for Action

- Minutes of [May 9, 2019 Meeting](#)
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)
- Treasurer’s Report for period ending May 31, 2019
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances

General Fund	\$ 4,414,375.28
Federal Fund	\$ 481,866.72
Trust & Agency Fund	\$ 230.69
Payroll Fund	\$ 0.00
Capital Renovation Project	\$ 84,769.08
Capital Equipment Reserve	\$ 310,621.37

B. Current Budget Allocation

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

General Fund Budget..... \$ 69,068,668.48

- Cooperative Bids
(In accordance with [Board Policy #4310](#) – Purchasing Policy)
 - Furnishing
 - Health Supplies
 - Technology / Shop Supplies
 - Audio-Visual Supplies
 - Computer Supplies – 1st Half
 - Athletic Supplies
 - Musical Instruments

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

Thomas Burns, Darin Saiff, Jane Akins, and Renee' Langtry-Green to attend the AESA (Association of Educational Service Agency) Conference in Phoenix, Arizona from December 3 – 8, 2019.

- [Establish Hourly/Per-Diem/Stipend Rates for 2018-2019 Year](#)
(In accordance with [Board Policy #5151](#) – Temporary and Part-time Employees)

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

Re-approval:

- Criminal Justice
 - Software Development and Business Design
- Certification of Adult Education Course – EPE (Employment Preparation Education) Application
(In accordance with [Board Policy #7170](#) – Instructional Technology)
 - Approval of Introduction to Human Services for students aged 21 or older.

A motion is needed to approve the consent agenda items presented above.

XVI. Reports

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

XVII. Discussion Items

XVIII. Information Items

- A. Update on Facilities – K. Perretta
- B. Area 6 Dinner Meeting – Malone Golf Club – Tuesday, July 30, 2019 at 5 pm
- C. NYSSBA School Board Appreciation Week – Tuesday, 6/25 at Hotel Saranac

XIX. Presentations

- A. Dylan Bradley, Seaway Tech Student – Presentation on Software Development and Collaboration with Clarkson University
- B. Jon Hughes, Nancy Collins, Molly Ladouceur, and Jared Prashaw – Parris Island Marine Corps.

XX. Other

XXI. Pass-Around Information

XXII. Adjournment