



**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 15, 2018 – 6:00 p.m.

---

### **St. Lawrence-Lewis BOCES 2017-2018 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 coursework essential for the successful preparation for college and/or career, through completion of bi-annual St. Lawrence-Lewis high school course offerings guide, in addition to participation in Harvard University's National Center on Rural Education Networks.
- 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 a major BOCES capital project with a submission to SED targeted for April 2018. 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
- Align BOCES staff, programs, goals, and vision with the work of our community partners, and especially the North Country Regional Economic Development Council (REDC) where possible.

**The Audit Committee will meet with the auditors at 5:30 pm**

### **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 – 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”.**

- V. [Acceptance of External Audit](#)  
(In accordance with [Board Policy #4484](#) – Financial Accountability)

**A motion is needed to accept the external audit and corrective action plan as presented by external auditors, Bowers and Company, CPSs, PLLC.**

- VI. [Transfer of Unexpended Funds](#)  
(In accordance with [Board Policy #4130](#) – Administration of Budget and [Board Policy #4440](#) – Accountability of BOCES Funds)

**A motion is needed to approve the transfer of \$9,484.27 of unexpended funds from Project No. 0013-009 and 0013-010 to the future capital project.**

VII. Consent Agenda Items for Action

- Minutes of [October 11, 2018](#) and [October 18, 2018](#) Meeting  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)
- Treasurer’s Report for period ending October 31, 2018  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances

General Fund	\$ 3,587,270.10
Federal Fund	\$ 508,225.95
Trust & Agency Fund	\$179.48
Payroll Fund	\$ 0.00
Capital Renovation Project	\$84,764.15
Capital Equipment Reserve	\$310,603.33

B. Current Budget Allocation

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

General Fund Budget..... \$ 66,435,407.01

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

- Produce – November 2018
- Institutional Paper 2<sup>nd</sup> Half – 2018-2019
- Copy Paper 2<sup>nd</sup> Half – 2018-2019

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

Donation of a heat therapy paraffin bath for the Northwest Tech cosmetology program valued at \$60 from Mrs. Joan McDonald of Ogdensburg.

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

Shannon Pitcher-Boyea, Brandi Blackmer, and Danielle Colterman to attend the Art of Coaching Conference in Pacific Grove, California from February 19 through February 23, 2019.

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

*Rationale: Surplus bids (highest bid) were opened on November 2, 2018 at 1:30 pm for surplus items that are located at the three CTE centers and the ESC office.*

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

VIII. Reports

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

IX. Discussion Items

- A. Board Goals
- B. [Sexual Harassment in the Workplace Policy #6121](#)  
(In accordance with [Board Policy #1410](#) – Formulation, Amendment, and Adoption of Policy)

This is a new policy – Viewing the policy in the board packet distributed to Board members constitutes the first step in accordance with Board Policy #1410 – Formulation, Amendment, and Adoption of Policy. This policy appeared as an Informational Item (Step 1) on the Board agenda distributed to members on Tuesday, November 13, 2018.

X. Information Items

- A. Bryan Olson & Laurie Podvin of Bowers & Company – External Audit
- B. Update on Facilities – K. Perretta

XI. Presentations

- A. Student Presentation by Special Education Department

XII. Other

XIII. Pass-Around Information

XIV. Adjournment