



**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: February 8, 2024  
BOE APPROVED: March 14, 2024**

A meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, February 8, 2024 at the Educational Services Center, 40 West Main Street, Canton, New York beginning at 6:00 pm.

**Roll Call:**

Present: Roger Bennett, Jack Zeh, Kevin Wells, Michael Miller, Cindy McLean, Todd Bates and Ward Remington

Via Zoom: James Lattimer

Excused: Michael Davis

Others Present: Thomas Burns, Darin Saiff, Jennie Colburn, Johnathan Hirschey, Lori Remington, Jane Akins, Julie Austin-Kormanyos, Kevin Perretta and Lori Sheffield

All members stood for the Pledge of Allegiance.

**Public Comments** None

**No. 2024 – 083** Motion made by Wells, seconded by McLean.

**PERSONNEL**

**BOARD ACTION AS  
FOLLOWS:**

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, & Appt. of Personnel)

Yeas: All members present  
Nays: None

**No. 2024 – 084** Motion made by Wells, seconded by Miller.

**ADULT EDUCATION  
LEASE AGREEMENT  
WITH THE SLCIDA**

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the lease agreement between St. Lawrence-Lewis BOCES Adult Education Department and the St. Lawrence County Industrial Development Agency (SLCIDA). The term of the agreement shall commence on March 1, 2024 through February 28, 2027. The monthly rent payment will be \$5,803.25.

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

Yeas: All members present

Nays: None

**No. 2024 – 085  
NYS DISTANT  
LEARNING  
CONTRACT  
CONSORTIUM**

Motion made by McLean, seconded by Remington.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the participation in the NYS Distance Learning Contract Consortium for the 2024-2025 school year with the understanding that the BOCES pays one center to RFP and bid DL software applications. The cost associated is \$2,500.00.

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

Yeas: All members present

Nays: None

**No. 2024 – 086  
NYS  
INSTRUCTIONAL  
CONTRACT  
CONSORTIUM**

Motion made by McLean, seconded by Remington.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the participation in the NYS Instructional Contract Consortium for 2024-2025 school year with the understanding that each BOCES pays one center to RFP and bid instructional software applications which are procured through Instructional Technology (6360) CoSers and supported by professional development and training through Model Schools (6368). The cost associated is \$5,850.00.

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

Yeas: All members present

Nays: None

**No. 2024 - 087  
INSTALLMENT  
PURCHASES**

Motion made by McLean, seconded by Remington.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the installment purchases for Heuvelton Central School for five (5) network printers with Usherwood in the amount of \$117,985.20 for the 2023-2024 school year. The Heuvelton Central School District approved the installment purchase at their January 30, 2024 Board of Education meeting. 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.

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

Yeas: All members present  
Nays: None

**No. 2024 - 088  
INSTALLMENT  
PURCHASES**

Motion made by McLean, seconded by Wells.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the installment purchases for Potsdam Central School for ten (10) network printers with Ricoh in the amount of \$83,022.00 for the 2023-2024 school year, contingent on Board approval at their February 13, 2024 Board of Education meeting. 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.

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

Yeas: All members present  
Nays: None

**No. 2024 - 089  
CONSENT AGENDA**

Motion made by Remington, seconded by Miller.

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 January 11, 2024 BOE Meeting](#)  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)
- Treasurer’s Report for period ending January 31, 2024:  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances (January 31, 2024)

General Fund	\$6,029,967.53
Federal Fund	\$1,225,317.25
Trust & Agency Fund	\$853.69
Payroll Fund	\$0.00
Capital Renovation Project	\$852,178.04
Capital Equipment Reserve	\$206,183.57

B. Current Budget Allocation – January 31, 2024

[Budget Report](#)                      [District Billing](#)  
General Fund Budget..... \$ 73,652,792.62

- Donation  
(In accordance with [Board Policy #4230](#) – Acceptance of Gifts, Grants, & Bequests to BOCES)  
Remove from inventory twelve (12) BOCES owned 7040 computers marked for recycling and donate to the Ogdensburg Public Library.

<b>BOCES Tag</b>	<b>Service Tag</b>	<b>Model</b>
30305	CZQ0JB2	7040
30333	CZKZHB2	7040
30454	C840JB2	7040
30411	D0HYHB2	7040
30443	C881JB2	7040
30462	C8F1JB2	7040
30421	C851JB2	7040
33777	6PCYKH2	7040
30315	C891JB2	7040
30397	CZMZHB2	7040
30691	BCD8KB2	7040
30431	C88ZHB2	7040

Yeas: All members present

Nays: None

**Reports**

[Thomas R. Burns, District Superintendent](#)

[Darin Saiff, Assistant Superintendent for Instruction](#)

**Discussion Items**

None

**Informational Items**

- A. Update on Facilities – K. Perretta
- B. The March 14th Board of Education meeting will be at the Educational Services Center at 6:00 pm.
- C. Gateways to Careers 2024 – March 13, 2024, Roo’s House, SUNY Canton, 8am - Noon

**Presentation**

- A. CTE Accreditation Process – Lori Sheffield, Supervisor of Instruction

**Other**

None

**Pass Around Information**

None

**No. 2024 - 090  
ADJOURNMENT**

Motion made by McLean, seconded by Miller to adjourn the meeting at 7:05 pm.

Yeas: All members present

Nays: None

**Jennie L. Colburn  
District Clerk Pro-Tem**