



**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: October 12, 2023  
BOE APPROVED: November 8, 2023**

A meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, October 12, 2023 at the Educational Services Center, 40 W. Main Street, Canton, New York beginning at 6:00 pm.

**Roll Call:**

Present: Roger Bennett, Jack Zeh, Michael Davis (arrived at 6:16 pm), James Lattimer, Todd Bates, Ward Remington, Cindy McLean and Kevin Wells

Excused: Michael Miller

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

All members stood for the Pledge of Allegiance.

**Public Comments** None

**No. 2024 – 54** Motion made by Zeh, seconded by Bates.

**DISTRICT CLERK  
PRO-TEM**

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby, to approve Jennie Colburn as District Clerk Pro-Tem.

Yeas: All members present  
Nays: None

**No. 2024 - 55**

**ALL PERSONNEL  
BOARD ACTION AS  
FOLLOWS:**

Motion made by Zeh, seconded by McLean.

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 – 56**  
**APPROVE FUNDING**  
**FROM**  
**UNAPPROPRIATED**  
**FUND BALANCE**

Motion made by Zeh, seconded by Bates.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the funding of the Educational Services Center paving project out of the unappropriated fund balance in the Capital Projects Fund with a budget of \$319,500.

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

Yeas: All members present  
Nays: None

**No. 2024 – 57**  
**APPROVE FUNDING**  
**FROM**  
**UNAPPROPRIATED**  
**FUND BALANCE**

Motion made by Remington, 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 funding of the Career and Technical Center gates project out of the unappropriated fund balance in the Capital Projects Fund with a budget of \$395,000.

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

Yeas: All members present  
Nays: None

**No. 2024 – 58**  
**COOPERATIVE**  
**PURCHASING**

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 authorization for St. Lawrence-Lewis BOCES to participate in New York's Empire State Purchasing Group in order to submit bid solicitations via bidnet direct.

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

Yeas: All members present  
Nays: None

**No. 2024 – 59**  
**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:

Parishville-Hopkinton Central School for two (2) network printers with Usherwood in the amount of \$39,352.00. The Parishville-Hopkinton Central School District approved the installment purchase at their September 18, 2023 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 - 60  
CONSENT AGENDA**

Motion made by Remington, seconded by McLean.

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:

- Treasurer’s Report for period ending September 30, 2023:  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances (September 30, 2023)

General Fund	\$11,082,259.94
Federal Fund	\$387,294.99
Trust & Agency Fund	\$566.86
Payroll Fund	\$205,841.83
Capital Renovation Project	\$1,394,966.03
Capital Equipment Reserve	\$0.00

B. Current Budget Allocation – September 30, 2023

[Budget Report](#)

[District Billing](#)

General Fund Budget..... \$ 78,288,793.64

- [Minutes of September 14, 2023 BOE Meeting](#)  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)
- Donations  
(In accordance with [Board Policy #4230](#) – Acceptance of Gifts, Grants, and Bequests to BOCES)
  - Donation to the Cosmetology Program of \$200.00 for a specified student Cosmo Kit from the Lisbon Wesleyan Church, Lisbon, NY.
  - Donation of \$200.00 from the Potsdam Rotary, Potsdam NY to the Seaway Tech Culinary Arts Program.
  - Donation of miscellaneous steel and aluminum with a value of \$904.40 to the Metalworking Program at Northwest Tech from Jeffords Steel, Potsdam, NY.

Yeas: All members present  
Nays: None

**Reports**

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

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

**Discussion Items**

2023-2024 Board of Education Goals

**No. 2024 – 61**  
**2023 – 2024 BOARD**  
**OF EDUCATION**  
**GOALS**

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 2023-2024 Board of Education goals.

Yeas: All members present

Nays: None

**Informational Items**

- Update on Facilities – K. Perretta
- Regent Catania Dinner – Wednesday, October 18 at 5:30 pm at Seaway Tech
- Open House – Thursday, October 19 at 5:00 pm at Ag Academy
- Open House – Wednesday, October 30 at 5:00 pm at Northwest Tech
- The November Board of Education meeting will be at Northwest Tech

**Presentation**

None

**No. 2024 – 62**  
**EXECUTIVE**  
**SESSION**

Motion made by Wells, seconded by McLean.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby enter into executive session to discuss persons leading to discipline/dismissal and to discuss collective negotiations at 6:58 pm.

The board returned to regular session at 7:33 pm.

**No. 2024 – 63**  
**ADJOURNMENT**

Motion made by Davis, seconded by McLean to adjourn the meeting at 7:34 pm.

Yeas: All members present

Nays: None

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