



**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: December 14, 2023  
BOE APPROVED:**

A meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, December 14, 2023 at the Seaway Technical Center, 7225 State Highway 56, Norwood, New York beginning at 4:00 pm.

**Roll Call:**

Present: Roger Bennett, James Lattimer, Michael Miller, Todd Bates, Ward Remington and Cindy McLean

Excused: Jack Zeh, Michael Davis and Kevin Wells

Others Present: Thomas Burns, Darin Saiff, Maureen Bouchey, Jennie Colburn, Nicole Ashley, Kevin Perretta, Johnathan Hirschey, Jane Akins, Lori Remington, Julie Austin-Kormanyos and Marshall Fiese

David Wells, Christian Hall and Tobi Morin (all left the meeting at 4:18 pm)

Nicki O'Donnell, Ami Larson, Michael Ells, David Denny, Isaac Travernier (all left the meeting at 4:55 pm)

The Audit Committee (Roger Bennett and Michael Miller) met with the External Auditors, Bowers & Company along with Nicole Ashley and Thomas Burns at 3:30 pm to review the external audit.

All members stood for the Pledge of Allegiance.

**Public Comments** None

**No. 2024 – 070** Motion made by McLean seconded by Lattimer.

**EXTERNAL AUDIT**

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby accept the external audit as presented by the external auditors, Bowers and Company, CPAs, PLLC.

(In accordance with [Board Policy #4484](#) – Financial Accountability)

Yeas: All members present  
Nays: None

**No. 2024 - 071**  
**PERSONNEL**  
**BOARD ACTION AS**  
**FOLLOWS:**

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 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 – 072**  
**INSTALLMENT**  
**PURCHASES**

Motion made by McLean, 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 installment purchase for:

Edwards-Knox Central School for one (1) network printer with Advanced Business Services in the amount of \$9,430.20. The Edwards-Knox Central School District approved the installment purchase at their December 13, 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 – 073**  
**RESOLUTION FOR A**  
**LEASE WITH ST.**  
**LAWRENCE**  
**COUNTY IDA**

Motion made by Miller, 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 Resolution to lease property from the St. Lawrence County Industrial Development Agency (SLCIDA).

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

Yeas: All members present  
Nays: None

**No. 2024 - 074**  
**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 November 8, 2023 BOE Meeting](#)  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)
- [Treasurer’s Report for period ending November 30, 2023:](#)  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances (November 30, 2023)

General Fund	\$6,150,846.74
Federal Fund	\$1,623,475.50
Trust & Agency Fund	\$667.35
Payroll Fund	\$0.00
Capital Renovation Project	\$884,036.04
Capital Equipment Reserve	\$206,013.87

B. Current Budget Allocation – November 30, 2023

[Budget Report](#)

[District Billing](#)

General Fund Budget..... \$ 75,585,296.50

- Cooperative Bids  
(In accordance with [Board Policy #4310](#)– Purchasing Policy)
  - Copy Paper – 2<sup>nd</sup> Half – 2023-2024
  - Institutional Paper – 2<sup>nd</sup> Half – 2023-2024
  - Computer Supplies – 2<sup>nd</sup> Half – 2023-2024
- Donation  
(In accordance with [Board Policy #4230](#) – Acceptance of Gifts, Grants, and Bequests to BOCES)
  - A donation of \$963.00 from Skills USA to the Seaway Tech Culinary Arts Program to be used for the holiday dinner served to the student body.

Yeas: All members present

Nays: None

**Reports**

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

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

**Discussion Items**

Superintendent Evaluation

**Informational Items**

- A. Update on Facilities – K. Perretta
- B. Update on the ESC project – a change order from T J. Fiacco Construction in the amount of \$48,850.50 was approved by District Superintendent

Burns to create a dumpster pad behind the ESC building on Wells Street. Any change order below the \$50,000 threshold, District Superintendent Burns has the authority to sign.

- C. Superintendent Evaluation Form due by December 29, 2023
- D. The January 11<sup>th</sup> Board of Education meeting will be at the Educational Services Center at 6:00 pm.

**Presentation**

Seaway Technical Center – Nicki O’Donnell, Principal; Ami Larson, Assistant Principal; Michael Eills and David Denny, Automotive Technology Teachers; David Wells, Software Development Teacher; Christian Hall, Skills USA President; Tobi Morin, Skills USA Vice-President; and Isaac Tavernier, Auto Tech Senior

**Other**

None

**No. 2024 – 075  
EXECUTIVE  
SESSION**

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 enter into executive session to discuss the employment of a particular person at 5:29 pm.

Yeas: All members present

Nays: None

The Board returned to regular session at 5:34 pm.

**No. 2024 - 076  
ADJOURNMENT**

Motion made by McLean, seconded by Miller to adjourn the meeting at 5:35 pm.

Yeas: All members present

Nays: None

**Maureen A. Bouchey  
District Clerk**