

Board of Cooperative
Educational Services
Sole Supervisory District
St. Lawrence-Lewis Counties
PO Box 231, 40 West Main Street
Canton, New York 13617

May 9, 2013

Board Approved June 6, 2013

The Regular Meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, May 9, 2013, St. Lawrence-Lewis BOCES, Educational Services Center, 40 W. Main Street, Canton, New York. The President, Roger M. Bennett called the meeting to order at 6:00 p.m.

ROLL CALL Present: Roger Bennett, Marjorie McCullough, Andrea Webb, Shelli Prespare-Weston, Patricia Gengo, James Young, Nancy Cappellino, Jack Zeh and Dana Smith

 Absent: None

 Others: Thomas R. Burns, Stephen Todd, Susan Collins-Rickett, Nicole Ashley, Jennifer French, Wendy Clark, Renee' Langtry-Green, Nancy Avery, Kevin Perretta, Crystal Simmons, Stephanie Allen, Jessica Andrews-Perry, John P. Morgan, Beth Reynolds, Eugene Mullaney, Jonathan Hughes, Nanci Collins, Dan Devine, Stephanie Peets and Rhonda Shorette-Peets

No. 2013-141 Motion made by Smith, seconded by Young, to approve
APPROVAL OF the minutes of the regular Board Meeting of April 11, 2013.
MINUTES (In accordance with Board Policy #1432)
APRIL 11,
2013 Yeas: All members present
 Nays: None

No. 2013-142 Motion made by Smith, seconded by Young, to approve
APPROVAL OF the minutes of the Special Board Meeting of April 17, 2013.
MINUTES (In accordance with Board Policy #1432)
SPECIAL MTG.
APRIL 17,
2013 Yeas: All members present
 Nays: None

No. 2013-143
TREASURER'S
REPORT

Motion made by Gengo, seconded by Young, to accept the Treasurer's Report for period ending April 30, 2013. (In accordance with Board Policy #1432)

April 30, 2013

General Fund.....	\$1,521,132.55
Federal Fund.....	\$ 612,952.90
Trust & Agency.....	\$ 8,069.08
School Lunch.....	\$ 128,789.88
Payroll Fund.....	\$ 0.00
Capital Fund.....	\$ 594,411.27

Current Budget Allocation – Budget Report and District Billing
General Fund Budget \$52,581,502.82

Yeas: All Members Present
Nays: None

Presentations:

Renee' Langtry-Green, Director of Career, Alternative and Adult Education, presented to the board of education the following CTE programs for re-certification: Culinary Arts, Environmental Technology (Eugene Mullaney and John Morgan); HVAC/R, Metalworking (Jon Hughes and Nanci Collins); Math Teacher, Beth Reynolds and Science Teacher, Jessica Andrews-Perry and also spoke on the support they provide to these programs. Dan Devine, student in Metalworking at Seaway CTE Center and Stephanie Peets, student in Allied Health both spoke on the programs they are attending and the awards they have received.

No. 2013-144
RE-
CERTIFICATION
OF CTE
PROGRAMS

Motion made by McCullough, seconded by Weston. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the re-certification from the State Education Department for the following CTE programs: (In accordance with Board Policy #7170)

- a. Culinary Arts
- b. Environmental Technology
- c. HVAC/R
- d. Metalworking

Yeas: All members present
Nays: None

No. 2013-145
EXECUTIVE
SESSION

Motion made by McCullough, seconded by Smith to enter into Executive Session at 7:25 p.m., regarding the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. (In accordance with Board Policy #1433)

Yeas: All members present
Nays: None

Reconvened to Regular Session at 7:35 p.m.

No. 2013-146
ALL PERSONNEL
BOARD ACTION
AS FOLLOWS:

Motion made by Smith, seconded by Young. 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.* (See Attachment A - Personnel)
(In accordance with Board Policy #5150)

Yeas: All members present
Nays: None

No. 2013-147
COOPERATIVE
BIDS

Motion made by McCullough, seconded by Webb. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the Cooperative Bid award to lowest bidder meeting specifications for the following categories:
(In accordance with Board Policy #4310)

- a. Teaching Aids – 2013-2014
- b. General School & Office Supplies – 2013-2014
- c. Art Supplies – 2013-2014
- d. Mimeo & Xerographic Paper – 1st half – 2013-2014
- e. Construction/Art Paper – 2013-2014
- f. Computer Supplies -2013-2014
- g. Institutional Paper – 1st half – 2013-2014
- h. Institutional Paper Monthly Delivery – 1st half – 2013-2014
- i. Science Classroom Supplies – 2013-2014
- j. Health Supplies – 2013-2014

- k. Athletic Equipment & Supplies – 2013-2014
- l. Transportation Supplies – 2013-2014

Yeas: All members present

Nays: None

No. 2013-148
2013-2014 NEW
YORK STATE
TECHNOLOGY
CONSORTIUM
BID

Motion made by Young, seconded by Smith. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the following additions to the Statewide Technology Licensing Agreement Bid: (In accordance with Board Policy #4310)

Whereas, it is the plan of a number of BOCES districts in New York to agree jointly for 3rd L Corp. Achieve3000, Active Worlds, Apangea, Blackboard, Inc., Certica, ClassLink, Collaborative Learning, Compass Learning, Core K-12, Curriculum Associates, Defined Learning, Discovery, eDocrina, Edvation, FableVision, Gen Yes, Global Scholar, Houghton Mifflin, iSafe, Laureate Learning, Lazel, Inc., Learning.com, Learning Sciences International, LCI, LinkIt, McGraw-Hill, MyLearningPlan, NWEA, Pearson Digital Learning, Renaissance Learning, Rubicon West, Inc., School Improvement Network, Scientific Learning, Scholastic, Inc., School Speciality, ST4 Learning, SunGard, Teachscape, Thinkronize, Vantage, Virtuoso Chester Technical Services; and

Whereas, The St. Lawrence-Lewis BOCES is desirous of participating with other BOCES Districts in New York State in the joint agreement for the software/learning packages and licensing mentioned above as authorized by General Municipal Law, Section 119-0; therefore, 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 the entering into a contract for the purchase and licensing of the above-mentioned software/learning packages; and be it further

RESOLVED, that the St. Lawrence-Lewis BOCES Board of Education agrees to assume its equitable share of the cost of managing the Agreement(s); and be it further

RESOLVED, that the St. Lawrence-Lewis BOCES Board of Education agrees (1) to abide by majority decisions of the participating districts on quality standards; (2) it will negotiate contracts according to the recommendations; (3) that after contract agreement it will conduct all negotiations directly with the vendor.

Yeas: All members present
Nays: None

No. 2013-149
TRANSFER
OF MONIES
FROM GENERAL
FUND TO
CAPITAL FUND
\$845,000

Motion made by Gengo, seconded by Young. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the transfer of \$845,000 from the General Fund 002 COSER into the Capital Fund for the following projects: (In accordance with Board Policy #4130)

- a. Demolition (#51-9000-00-0-007-004, #51-9000-00-0-001-004),
- b. Tank removal/fire suppression (#51-90-00-00-0-046-002), and
- c. Renovation projects (SED Control numbers to be assigned)

Yeas: All members present
Nays: None

No. 2013-150
RANS
BORROWING

Motion made by McCullough, seconded by Cappellino. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the RANS Borrowing up to the amount of \$6.5 Million. (In accordance with Board Policy #4130)

Yeas: All members present
Nays: None

No. 2013-151
ADOPTION
2013-2014
BOCES ADMIN.,
PROGRAM &
CAPITAL
BUDGET

Motion made by Smith, seconded by Cappellino. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby adopt the 2013-2014 BOCES Administrative, Program, and Capital Budget as presented and approved by the component school boards of education. (In accordance with Board Policy #1310, #4110 and #4210)

Yeas: All members present
Nays: None

Presentation:

Steve Todd, Jenn French and Stephanie Allen spoke on the procedures of Regional Assessments

Reports:

Thomas R. Burns, District Superintendent/Executive Officer
Stephen J. Todd, Assistant Superintendent for Instruction

Discussion: None

Information:

Update on Facilities

Other:

BOCES Annual Report booklet – 2011-2012
Rural Schools Conference

Pass-Around Information:

- a. News Article

No. 2013-152 Motion made by Young, seconded by Smith to adjourn the
ADJOURNMENT meeting at 8:10 p.m.

Yeas: All Members Present
Nays: None

Susan A. Collins-Rickett, District Clerk

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Attachment A (Personnel), Page 1- A

Upon the recommendation of the District Superintendent, a motion is needed to approve the following:

A. Retirements – Special Education

1. **Hamilton, Sondra** – Teaching Assistant, 1.0 FTE, 12 years of service, resignation for the purpose of retirement, effective June 20, 2013.

**Assigned to Potsdam Elementary School*

2. **Todd, Alan** – Teaching Assistant, .60 FTE, 6.5 years of service, resignation for the purpose of retirement, effective June 30, 2013.

**Assigned to Educational Services Center*

3. **Ericksen, Paula** – Teaching Assistant, 1.0 FTE, 21 years of service, resignation for the purpose of retirement, effective July 1, 2013.

**Assigned to Ogdensburg City School*

B. Resignations – Special Education

1. **Cordwell, Sherry** – Teaching Assistant, 1.0 FTE, effective April 26, 2013.

**Assigned to Potsdam Elementary School*

2. **Sprowls, Claude** – School Psychologist, .60 FTE, effective June 30, 2013.

**Assigned to Clifton-Fine Central School*

C. Leaves of Absence – Special Education

1. **Schober, Brenda** – Teaching Assistant, 1.0 FTE, partially paid medical leave of absence totaling 4 weeks, none of which falls under the Family and Medical Leave Act, effective May 23, 2013 through June 24, 2013.

**Assigned to Heuvelton Central School*

2. **Simons, Kelly** – Teaching Assistant, 1.0 FTE, paid leave of absence totaling 1 week, all of which falls under the Family and Medical Leave Act, effective April 22, 2013 through April 29, 2013.

**Assigned to Heuvelton Central School*

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Attachment A (Personnel), Page 2- A

3. **Hamilton, Sonda** – Teaching Assistant, 1.0 FTE, paid medical leave of absence totaling 2 weeks, none of which falls under the Family and Medical Leave Act, effective April 25, 2013 through May 13, 2013.

**Assigned to Potsdam Central School*

4. **Ross, Mary-Frances** – Teaching Assistant, 1.0 FTE, unpaid medical leave of absence totaling 2 weeks, none of which falls under the Family and Medical Leave Act, effective April 29, 2013 through May 10, 2013.

**Assigned to Massena Central School*

C. Tenure Recommendation – Special Education

1. **Fields, Amy** – Teaching Assistant, 1.0 FTE, tenure appointment effective September 1, 2013.

**Assigned to Ogdensburg City School*

D. Extension of Probationary Period – Special Education

1. **Perry, Janet** – Teaching Assistant, 1.0 FTE, extension of probationary period for one year from September 1, 2013 through August 31, 2014.

**Assigned to Potsdam Central School*

E. Appointments – Instruction, Staff Development and Technology

1. **DeLorenzo, Belinda** – Computer Technician, 1.0 FTE, 12 month, long year, Grade 24, Step Base, \$40,826 (prorated \$21,826.20 - 12/19/12-6/30/13), from provisional to probationary competitive civil service appointment effective April 22, 2013 through April 21, 2014.

**Initial assignment shall be Morristown and Heuvelton Central Schools*

2. **Wood, Nathan** - Computer Technician, 1.0 FTE, 12 month, long year, Grade 24, Step Base, \$40,826 (7/1/12 – 6/30/13), from provisional to probationary competitive civil service appointment effective April 22, 2013 through April 21, 2014.

**Initial assignment shall be Edwards-Knox and Norwood-Norfolk Central Schools*

3. **Deruchia, Jeffrey** – Account Clerk, 1.0 FTE, 12 month, long year, Grade 16, Step 5, \$29,048.00 (prorated \$2,867.55), probationary appointment effective May 28, 2013 through May 27, 2014.

**Initial assignment shall be LRC - Educational Services Center*

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Attachment A (Personnel), Page 3- A

Appointments – Special Education

1. **Grenville, Lisa** – Supervisor of Special Education, 1.0 FTE, 12 month, long year, \$89,000.00 (prorated \$11,124.97), 3 year probationary appointment, effective May 20, 2013 through May 19, 2016.

Lisa Grenville is hereby appointed to a three-year probationary period commencing May 20, 2013 through May 19, 2016;

Lisa Grenville's tenure area shall be Supervisor of Special Education;

Lisa Grenville is certified and holds Permanent Certification in the area of School District Administrator;

Lisa Grenville's initial assignment shall be Potsdam Central School;

This resolution shall commence immediately.

Professional Statement:

Lisa received her School District Administrator degree from Massachusetts College of Liberal Arts and SUNY Plattsburgh in March 2004. She received her BS in Education and her MS in Education from SUNY Plattsburgh. She holds permanent certifications in Elementary Education, Special Education and School District Administrator. Lisa has 8 years of administrative experience in the educational field to include Elementary Principal, CSE/CPSE/Section 504 Compliance Officer, and Director of Special Education Services. Her prior experiences include Special Education Training Resource Center (SETRC) trainer and special education teacher.

2. **Mayer, Kalie** – Teaching Assistant, 1.0 FTE, 10-month, short year, Schedule 2, Step 4, \$15,982.00 (prorated \$2,557.12), temporary appointment effective May 13, 2013 through June 30, 2013.

**Initial assignment shall be Potsdam Central School*

Appointments – Regional Summer School

1. **Watson, Sue** – Summer School Principal, \$9,000.00, effective July 1, 2013 through August 31, 2013.

**Assigned to Gouverneur Regional Summer School Site*

2. **Schmid-Doyle, Viola** – Summer School Principal, \$8,200.00, effective July 1, 2013 through August 31, 2013.

**Assigned to Massena Regional Summer School Site*

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3. **Frank, Christina** – Summer School Principal, \$8,500.00, effective July 1, 2013 through August 31, 2013.

**Assigned to Ogdensburg City Regional Summer School Site*

4. **Bouchard, Sue Ellen** – Summer School Assistant Principal, \$7,500.00, effective July 1, 2013 through August 31, 2013.

**Assigned to Ogdensburg City Regional Summer School Site*

5. **Cummings, Michelle** – Summer School Spanish I Teacher, \$1,200.00 per session, effective July 1, 2013 through August 31, 2013.

**Assigned to Gouverneur Regional Summer School Site*

6. **Dashnaw, Christopher** – Summer School Science Teacher, \$1,375.00 per session, per session, effective July 1, 2013 through August 31, 2013.

**Assigned to Gouverneur Regional Summer School Site*

7. **Easton, Pamela** – Summer School Learning Lab Teacher, \$1,375.00 per session, effective July 1, 2013 through August 31, 2013.

**Assigned to Gouverneur Regional Summer School Site*

8. **Figulara, Ashley** – Summer School English Teacher, \$1,200.00 per session, effective July 1, 2013 through August 31, 2013.

**Assigned to Gouverneur Regional Summer School Site*

9. **McQueen, Holly** – Summer School English Teacher, \$1,200.00 per session, effective July 1, 2013 through August 31, 2013.

**Assigned to Gouverneur Regional Summer School Site*

10. **Slate, Penny** – Summer School Librarian, \$1,375.00 per session, effective July 1, 2013 through August 31, 2013.

**Assigned to Gouverneur Regional Summer School Site*

11. **Whitaker, Terri** – Summer School Math Teacher, \$1,650.00 per session, effective July 1, 2013 through August 31, 2013.

**Assigned to Gouverneur Regional Summer School Site*

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12. **Young, Justin** – Summer School Social Studies/History Teacher, \$1,200.00 per session, effective July 1, 2013 through August 31, 2013.

**Assigned to Gouverneur Regional Summer School Site*

13. **Bailey, Katrina** – Summer School Mathematics Teacher, \$1,375.00 per session, effective July 1, 2013 through August 31, 2013.

**Assigned to Ogdensburg Regional Summer School Site*

14. **DeRouchie-McMahon, Emily** – Summer School Social Studies Teacher, \$1,375.00 per session, effective July 1, 2013 through August 31, 2013.

**Assigned to Ogdensburg Regional Summer School Site*

15. **Doe, Mary Jo** – Summer School Administrative Assistant, \$3,200.00, effective July 1, 2013 through August 31, 2013.

**Assigned to Ogdensburg Regional Summer School Site*

16. **Hollister, Janie** – Summer School English Teacher, \$1,375.00 per session, effective July 1, 2013 through August 31, 2013.

**Assigned to Ogdensburg Regional Summer School Site*

17. **Jarvis, G. Michael** – Summer School Social Studies Teacher, \$1,650.00 per session, effective July 1, 2013 through August 31, 2013.

**Assigned to Ogdensburg Regional Summer School Site*

18. **Lawrence, Kathleen** – Summer School Special Education Teacher, \$1,650.00 per session, effective July 1, 2013 through August 31, 2013.

**Assigned to Ogdensburg Regional Summer School Site*

19. **Lockwood, Karen** – Summer School Science Teacher, \$1,650.00 per session, effective July 1, 2013 through August 31, 2013.

**Assigned to Ogdensburg Regional Summer School Site*

20. **McRoberts, Christopher** – Summer School Social Studies Teacher, \$1,650.00 per session, effective July 1, 2013 through August 31, 2013.

**Assigned to Ogdensburg Regional Summer School Site*

21. **Morley, C. Lauren** – Summer School Science Teacher, \$1,200.00 per session, effective July 1, 2013 through August 31, 2013.

**Assigned to Ogdensburg Regional Summer School Site*

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22. **Rabideau, Michael** – Summer School English Teacher, \$1,650.00 per session, effective July 1, 2013 through August 31, 2013.

**Assigned to Ogdensburg Regional Summer School Site*

23. **Wright, Sandra** – Summer School Mathematics Teacher, \$1,650.00 per session, effective July 1, 2013 through August 31, 2013.

**Assigned to Ogdensburg Regional Summer School Site*

F. Appointment Status Change – Special Education

1. **Parkhurst, Audrey** – Teaching Assistant, voluntary reduction from 11 month, 1.0 FTE to 10 month, 1.0 FTE, Schedule 2, Step 10, \$18,380, appointment effective July 1, 2013.

**Assigned to Transition Services – Seaway Campus*

2. **Thompson, Laurel** – Teaching Assistant, from 11 month, 1.0 FTE to 12 month, 1.0 FTE, Schedule 2, Step 30, \$33,311, appointment effective July 1, 2013.

**Assigned to Transition Services – Seaway Campus*

Appointment – Hourly and Per Diem Substitutes and Workshop Stipends

Per Diem & Substitutes:

Name	Assignment	Type of Appt.	Duration of Appt	Rate of Pay
Bradley, Hayley	Substitute Teaching Assistant	Per Diem	4/8/13 – 6/30/13	\$70.00/day
Gross, Morgan	Substitute Teacher	Per Diem	5/1/13 – 6/30/13	\$80.00/day
Knowles, Lori	Workshop Presenter	Per Diem	3/2/13 & 3/9/13	\$100.02/day
Witmer, Theresa	Workshop Stipend	Per Diem	3/23/2013	\$100.02/day
Woodcock, Jamie	Substitute Teacher	Per Diem	4/17/13 – 6/30/13	\$80.00/day
Zappia, Charlotte	Workshop Stipend	Per Diem	2/10/2013	\$100.02/day

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Attachment A (Personnel), Page 7- A

Hourly Substitutes:

Babich, Julia	Clerk	Hourly	5/1/13-6/30/13	\$8.25/hour
French, Nichole	Temporary Clerk	Hourly	5/1/13-5/15/13	\$10.00/hour

All of the foregoing appointments are conditional pending clearance from the State Education Department pursuant to Chapter 180 of the Laws of 2000 of the State of NY.