

BOARD OF COOPERATIVE EDUCATIONAL SERVICES  
SOLE SUPERVISORY DISTRICT  
ST. LAWRENCE-LEWIS COUNTIES  
PO BOX 231, 40 W. MAIN STREET  
CANTON, NEW YORK 13617

BOARD MEETING – THURSDAY – MAY 10, 2012 – 6:00 P.M. – ST.  
LAWRENCE-LEWIS BOCES – 40 W. MAIN STREET, CANTON, NY

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St. Lawrence-Lewis BOCES  
**2011- 2012**  
**Board of Education Goals**

**St. Lawrence-Lewis BOCES is committed to work successfully  
with component districts:**

- to assess needs in these dire financial times
- to enhance consolidation opportunities through implementation of the recommendations of the Regional Consolidation Study and other vehicles
- to model county-wide sharing and regional delivery models
- to evaluate services provided for continuous improvement

**St. Lawrence-Lewis BOCES will:**

- successfully complete the current capital project at 40 W. Main Street
- maintain/improve current facilities where possible, consolidate as necessary, and eliminate older facilities and leases which are no longer needed
- develop a long-range plan for facilities utilizing the new Building Conditions Survey
- provide financial and operational solutions to our partners in education

**St. Lawrence-Lewis BOCES will ensure cost-effective instruction,  
school improvement, and professional development opportunities for all.**

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## 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. [Minutes](#) of the April 5, 2012 Meeting (In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

***A motion is needed to approve the minutes of the April 5, 2012 Board of Education Meeting.***

- V. Treasurer's Report for period ending April 30, 2012 (In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances

1. General Fund.....	\$8,671,845.28
2. Federal Fund .....	857,470.00
3. Trust & Agency Fund .....	8,904.79
4. School Lunch Fund .....	64,152.47
5. Payroll Fund.....	0.00
6. Capital Fund .....	934,697.88

B. Current Budget Allocation     [Budget Report](#)     [District Billing](#)

1. General Fund Budget..... \$48,223,951.37

***A motion is needed to approve the Treasurer's Report for the period ending April 30, 2012.***

## VI. District Superintendent

### A. Action Items

1. [Personnel – See Attachment “A”](#) (In accordance with [Board Policy #5150 – Recruitment, Selection, and Appointment of Personnel](#))

***A motion is needed to approve the Personnel as presented in Attachment “A”.***

*This motion will include the entire personnel section of the agenda.*

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

***A motion is needed to approve the Cooperative Bid award to low bidder meeting specifications for the following items:***

- a. General School & Office Supplies – Regular Pack 2012-2013
- b. Teaching Aids – 2012-2013
- c. General School & Office Supplies – Teacher Pack – 2012-2013
- d. Construction/Art Paper – 2012-2013
- e. Art Supplies – 2012-2013
- f. Institutional Paper – 1<sup>st</sup> half- 2012-2013
- g. Institutional Paper – monthly delivery – 1<sup>st</sup> half 2012-2013
- h. Science Classroom Supplies – 2012-2013
- i. Transportation Supplies – 1<sup>st</sup> half – 2012-2013
- j. Printed Envelopes – 2012-2013
- k. Cosmetology Kits & Supplies – 2012-2013
- l. Health Supplies – 2012-2013

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

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***A motion is needed to approve the Local Bid award for two (2) 2012, Ford, three-quarter ton pick-up trucks with Western 8.5 MVP plus MS Plows, totaling \$57,889.50.***

*Low bidder is Blevens' Ford, Inc., Gouverneur, NY; the total for both trucks is \$57,889.50 with Western 8.5 MVP plus MS Plows. One truck will be located at Southwest CTE Center and the second one will be used by the Superintendent of Buildings & Grounds.*

4. [Certification Re-approval of three CTE programs: Automotive Technology, Building Trades, and Graphic Communications.](#) (In accordance with [Board Policy #7170-Instructional Technology](#))

***A motion is needed to approve the Re-certification from the State Education Department of three CTE programs, Automotive Technology, Building Trades, and Graphic Communications.***

*These three CTE programs were re-approved/certified in 2007-2008 school year; the programs were reviewed in 2011-2012. The programs are now ready to be submitted to SED for the third re-approval for certification for another five years.*

5. RANs Borrowing (In accordance with [Board Policy #4130-Administration of Budget](#))

***A motion is needed to approve the RANs Borrowing up to the amount of \$6.2 million.***

*The necessity of borrowing is due to the lack of revenue during the summer. This is an annual request and the loan is repaid by fiscal year end, June 2013.*

6. [Adoption of the 2012-2013 BOCES Administrative, Program, and Capital Budgets.](#) (In accordance with [Board Policy #1310-Power and Duties of the Board and Its Officers](#)); (In accordance with [Board Policy #4110-Budget Planning and Preparation](#)); (In accordance with [Board Policy #4210-Investments](#))

***A motion is needed to adopt the 2012-2013 BOCES Administrative, Program, and Capital Budget as presented and approved by the component schools boards of education.***

*Component Boards of Education met on Monday, April 16, 2012, the date designated by BOCES Board President, to vote on the BOCES Administrative Budget and three (3) three-year BOCES Board terms. The Administrative Budget was approved by 16 component school boards voting in favor and two (2) component school boards vote were null and void due to a lack of a quorum. Two, three-year board terms were filled by incumbent board of education members Patricia Gengo and Shelli Prespare-Weston with the third seat filled by newcomer, John (Jack) Zeh, a long-sitting Heuvelton Central School board of education member. Incumbent Charles Alford elected not to run for a third term on the BOCES Board.*

7. Resolution to vacate properties/space at the Richville site and Potsdam site (*In accordance with [Board Policy #4510-Facilities Planning](#); In accordance with [Board Policy #4512-Evaluation Existing Buildings](#); In accordance with [Board Policy #4514-Closing of Facilities](#))*

***A motion is needed to accept the following Resolution to vacate properties/space at the Richville site and Potsdam site as follows:***

RESOLUTION

Whereas, the St. Lawrence-Lewis Board of Cooperative Educational Services (hereinafter "BOCES") maintains and owns real property located on Second Street, Town of DeKalb, Village of Richville, New York, Tax Map Parcel No.: 145.039-1-29.1, consisting of approximately 5.30 +/- acres and property located on 24 Hillcrest Drive, Village of Potsdam in the Town of Potsdam, New York, Tax Map Parcel No.: 407403 64.075-2-36 consisting of approximately .26 acres (hereinafter "the properties"); and

Whereas, the properties are no longer needed for BOCES purposes and the BOCES Board seeks to take steps to sell and/or transfer the above-

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referenced properties consistent with the provisions of the Education Law; therefore, be it

RESOLVED, by the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties as, follows:

**Section 1.** The BOCES properties located on Second Street, Village of Richville in the Town of DeKalb, and 24 Hillcrest Drive, Village of Potsdam in the Town of Potsdam, are determined not to be needed for BOCES purposes.

**Section 2.** The BOCES District Superintendent/Executive Officer is authorized and directed to take all steps necessary and appropriate to solicit bonafide offers for the purchase of the properties.

**Section 3.** Any offer to purchase the properties shall be subject to BOCES approval, as well as, the regulations of the State Environmental Quality Review Act.

**Section 4.** Any transfer of the properties shall also be subject to the provisions of New York Education Law §1950(4)(x).

**Section 5.** This resolution shall take effect immediately.

8. [Proposal](#) from MARCH Associates for Additional Design Services (*In accordance with [Board Policy #4510-Facilities Planning](#)*)

***A motion is needed to approve the proposal from MARCH Associates for additional design services as follows and as attached:***

***Rebid the repaving and site lighting of the existing parking lot which will include expansion of this lot to accommodate an additional 30 cars. The expanded lot will also include site lighting. This project will be financed by appropriating unexpended fund in the Capital Projects Fund.***

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9. Acceptance of Local Bid for Parking Lot Reconstruction (*In accordance with [Board Policy #4310](#)-Purchasing Policy*)

***Upon the condition the Board approves the request to rebid the paving and site lighting of the existing parking lot:***

***A motion is needed to approve the acceptance of the Local Bid award for the sitework contract to Harvey Excavation & Construction Co. low bidder meeting specifications:***

<b>Base Bid</b>	<b>\$177,900.00</b>
<b>Alternate No. S-1-North Services Area Renovation</b>	<b>28,000.00</b>
<b>Alternate No. S-2-Pavement Sealer</b>	<b><u>4,715.00</u></b>
<b>Total Contract Amount</b>	<b>\$210,615.00</b>

10. [Mandate Relief Council](#) (*In accordance with [Board Policy #3111](#)-District Superintendent; In accordance with [Board Policy #3210](#)-Administrative Organization and Operation*)

***A motion is needed to adopt a resolution asking the Mandate Relief Council to review specific statutes, regulations, rules or orders of state government to determine whether it is an “unfunded mandate or is otherwise unsound, unduly burdensome or costly so as to require it to be eliminated or reformed.”***

*The law does not place any additional requirement on the resolution, but each local government/school district is limited to making no more than three review requests in each calendar year.*

11. Installment Purchase (*In accordance with [Board Policy #4310](#)-Purchasing Policy*)

***A motion is needed to approve the following installment purchase with XEROX for two(2) network printers for Heuvelton Central School and three (3)network printers for Lisbon Central School.***

*The equipment is being purchased through COSER 506, Instructional Technology. In accordance with NYS Education Law, installment*

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*purchases require approval by board resolution and approval by the State Education Department.*

12. Adoption of the [2012-2013 Common School Calendar](#) (In accordance with [Board Policy #7320](#) – School Calendar/School Day)

***A motion is needed to adopt the 2012-2013 Common School Calendar for the St. Lawrence-Lewis BOCES Sole Supervisory District, as approved and adopted by the majority of the component school districts.***

*The Common School Calendar for the 2012-2013 school year has been adopted and approved by the majority of the component school districts in the St. Lawrence-Lewis BOCES Sole Supervisory District. The calendar, as presented, is ready for approval and adoption by the BOCES Board of Education.*

13. 2012-2013 NYS Technology Consortium Bid (In accordance with [Board Policy #4310](#)-Purchasing Policy)

***A motion is needed to approve the following resolution adopting the 2012-2013 New York State Technology Consortium bid.***

RESOLUTION:

Whereas, it is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for [3rd L Corp](#), [Achieve3000](#), [Active Words](#), [Angel Learning](#), [Apangea](#), [Blackboard, Inc.](#), [Certica](#), [ClassLink](#), [Collaborative Learning](#), [Compass Learning](#), [Core K-12](#), [Curriculum Associates](#), [Defined Learning](#), [Discovery](#), [eDocrina](#), [ExploreLearning](#), [FableVision](#), [Gen Yes](#), [Global Scholar](#), [Houghton Mifflin](#), [Ideas Consulting](#), [iSafe](#), [Learning.com](#), [Learning Sciences International](#), [LCI](#), [LinkIt](#), [McGraw-Hill](#), [MyLearning Plan](#), [NWEA](#), [Pearson Digital Learning](#), [Renaissance Learning](#), [RM Educational Software](#), [Rubicon West, Inc.](#), [School Improvement Network](#), [SchoolKit](#), [Scientific Learning](#), [Scholastic, Inc.](#), [School Specialty](#), [SunGard](#), [Teachscape](#), [Thinkronize](#), [Vantage](#); and



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Whereas, the St. Lawrence-Lewis BOCES is desirous of participating with other BOCES districts in New York State in joint agreements 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 I BOCES to represent it in all matters leading up to and entering into a contract for the purchase of 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 costs associated with Erie I BOCES negotiating the Agreements; and be it further

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

*The Erie I BOCES technology services department of the WNYRIC, on behalf of the participating BOCES and RICS in NYS, negotiates best pricing options for software. This consortium was formed to ensure all participating districts receive the best pricing possible by grouping their purchasing power. Another major benefit to this structure has been the time saved on the quoting process each time a component district or the BOCES purchased one of the software packages included in the consortium bid. Additionally, many of the participating companies offered the SLLBOCES a higher level of customer service, simply for mentioning the consortium. The annual cost for each member is \$1600.*

VI. Reports

A. Thomas R. Burns, District Superintendent/Executive Officer

B. Stephen J. Todd, Assistant Superintendent for Instruction

VII. Discussion Items

A. BOCES Audits

VIII. Information Items

A. Update on Facilities

B. Board Facilities Sub-committee Reports:

- a) [Central Office](#)
- b) [Gouverneur Pre-School/Adult Ed](#)
- c) [LRC](#)
- d) [NWT](#)
- e) [NWT Activity Center](#)
- f) [NWT Childcare Building](#)
- g) [Richville Opportunity Center](#)
- h) [SATC](#)
- i) [SATC Adult Ed](#)
- j) [SATC Health Occ](#)
- k) [SWT](#)
- l) [Washington School](#)

C. [Claims Auditor Report](#) for quarter ending March 31, 2012

IX. Presentations

A. Presentation by Lori Montpetit- Administrative Intern – Transition Services/CDT/CC

*The Transition Services Department is a component of the Special Education Department. This program is a county-wide program that is comprised of the Community Based Work Program (CBWP) and Supported Employment (SE) Program. It services*

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*approximately 200+ students and adults with disabilities in either a work experience or competitive employment position.*

B. MARCH Associates

C. [Presentation of three CTE programs being sent to SED for re-certification.](#)

*The following people will present curriculums and program components to the Board of Education:*

*~Renee' Langtry-Green, Program Director*

*~Jeffrey Swift, Building Trades Teacher, NWT*

*~Robert Niederer, Building Trades Teacher, SWT*

*~Michael Ells, Automotive Technology Teacher, SATC*

X. Other

A. [2012 Rural Schools Association Conference reservations](#) – July 8 – 10, 2012.

B. CTE, Alternative and Adult Education [Graduation and Recognition Awards Ceremonies](#) – dates, locations, and times.

XI. Pass-Around Information

A. Compilation of BOCES Administrative Budget and Board Member Vote.

XII. Adjournment