

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

BOARD MEETING – THURSDAY – SEPTEMBER 13, 2012 – 6:00 P.M. –
40 W. MAIN STREET, CANTON, NY

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.**

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 August 9, 2012 Meeting (In accordance with [Board Policy #1432](#)– Order of Business at Regular Board Meetings)

A motion is required to approve the minutes of the August 9, 2012 Board of Education Meeting.

- V. Treasurer's Report for period ending August 31, 2012 (In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances

1. General Fund.....	\$3,760,446.68
2. Federal Fund	573,140.69
3. Trust & Agency Fund	5,059.60
4. School Lunch Fund	52,715.17
5. Payroll Fund.....	.00
6. Capital Fund	737,501.87

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

1. General Fund Budget.....	\$49,744,569.01
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A motion is required to approve the Treasurer's Report for the period ending August 31, 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 required to approve the Personnel as presented in Attachment “A”.

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

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

A motion is required to approve the Local Bid award to low bidder meeting specifications for the following items:

- a) Welding gasses – 2012-13 through 2014-15 to vender – Airgas East Inc., Brushton, NY for all three CTE Centers
3. Request for Staff Conference Approval (In accordance with [Board Policy #5211-Travel Expenses/Conference Approval](#))

A motion is required to approve the staff conference request for Marcia Eggleston, LRC Supervisor/Director of the School Library System, to attend the Keene State Children's Literature Festival at Keene State College, Keene, N.H., October 27, 2012.

Board Approval is required for this one-day conference as it is located out of state.

4. Request for Staff Conference Approval (In accordance with [Board Policy #5211-Travel Expenses/Conference Approval](#))

A motion is required to approve the request to attend a staff conference for Rachelle Amo, Supervisor of Instructional Resources and Trina Griswold, Literacy Coach, titled "Pathways to the Common Core" in Danbury, CT, 10/9/12.

Ms. Amo and Ms. Griswold will accompany groups from 2 component districts to the conference. The purpose of the conference is to investigate writing and common core. Board approval is required as the conference is out of state.

5. Appointment/designation of BOCES Integrity Officer (I.O.) for SED Test Security. (In accordance with [Board Policy #1438](#)-Annual Organizational Meeting)

A motion is required to appoint/designate Thomas R. Burns, District Superintendent/Executive Officer as the BOCES Integrity Officer for SED Test Security.

SED has mandated this appointment. The I.O. will serve as the primary liaison between the BOCES district and the Test Security Unit (TSU) regarding the reporting and investigation of allegations concerning testing breaches by educators. With the assistance and guidance of the TSU, the I.O. will coordinate and/or conduct the investigation of serious allegations of educator misconduct related to state testing, and will work with school administrators regarding the more minor allegations.

This will be an annual appointment at reorganizational meeting in July.

6. Voting Delegate and Alternate to NYSSBA Annual Business Meeting – Rochester Riverside Convention Center, October 25-27, 2012. (In accordance with [Board Policy #1310](#)-Power and Duties of the Board and its Officers)

A motion is required to elect the Voting Delegate and the Voting Alternate to serve at NYSSBA's Annual Business Meeting and Convention in Rochester, NY, October 25-27, 2012.

The Board of Education will elect one member to serve as Voting Delegate and one member to serve as Voting Alternate for the NYSSBA's Annual Business Meeting at the Annual Conference October 25-27, 2012.

7. Certification of Lead Evaluators of building principals/instructional supervisors having successfully completed the following training requirements prescribed in 8 NYCRR §30-2.9(b) *(In accordance with NYCRR)*

Be it resolved that Nancy Avery, Renee' Langtry-Green, and Stephen Todd are hereby certified as Qualified Lead Evaluators of building principals/instructional supervisors having successfully completed the following training requirements prescribed in 8 NYCRR §30-2.9 (b):

- (1) The Leadership Standards and their related functions;
- (2) Evidence-based observation techniques that are grounded in research;
- (3) Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
- (4) Application and use of the State-approved rubrics selected by the St. Lawrence-Lewis BOCES for use in the evaluation of building principals/instructional supervisors, including training on the effective application of such rubric to observe a building principal's/instructional supervisor's practice;
- (5) Application and use of the assessment tools that the St. Lawrence-Lewis BOCES utilizes to evaluate its building principals/instructional supervisors, including, but not limited to structured portfolio reviews; student, parent, teacher, community feedback; professional growth goals*; school improvement goals, etc.;
- (6) Application and use of the State-approved locally selected measures of student achievement used by the St. Lawrence-Lewis BOCES to evaluate its principals/instructional supervisors;

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- (7) The scoring methodology utilized by the Department and the St. Lawrence-Lewis BOCES to evaluate a building principal/instructional supervisor under 8 NYCRR §30-2, including:
- (a) how scores are generated for each subcomponent and the composite effectiveness score of building principals/instructional supervisors, and
 - (b) application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of principals/instructional supervisors and their subcomponent ratings; and
- (8) Specific considerations in evaluating building principals/instructional supervisors of English language learners and students with disabilities.

Training on the use of the Statewide Instructional Reporting System, also required by 8 NYCRR §30-2.9 (b), will be provided once the NYS Education Department makes available the information required for such training.

This certification has been issued in accordance with the process for certifying lead evaluators described in the St. Lawrence-Lewis BOCES annual professional performance review plan.

* Professional growth goals constitute one of the assessment tools available for the evaluation of classroom teachers under the “other measures of effectiveness” subcomponent of annual professional performance reviews conducted during the 2011-2012 school year only.

8. Certification of Qualified Lead Evaluators of classroom teachers having successfully completed the following training requirement prescribed in 8 NYCSS §30-2.9(b) (*In accordance with NYCRR*)

Be it resolved that Nancy Avery, Sue Bouchey, Shannon Pitcher-Boyea, Lori Montpetit, Stephanie Allen, Reginald McDonald, Renee' Langtry-

Green, Ronald Burke, Jane Akins, Tim Richards, and Patti Fisher are hereby certified as Qualified Lead Evaluators of classroom teachers having successfully completed the following training requirements prescribed in 8 NYCRR §30-2.9 (b):

- (1) The New York State Teaching Standards, and their related elements and performance indicators;
- (2) Evidence-based observation techniques that are grounded in research;
- (3) Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
- (4) Application and use of the State-approved rubrics selected by the St. Lawrence-Lewis BOCES for use in the evaluation of classroom teachers, including training on the effective application of such rubric to observe a classroom teacher's practice;
- (5) Application and use of the assessment tools that the St. Lawrence-Lewis BOCES utilizes to evaluate its classroom teachers;
- (6) Application and use of the State-approved locally selected measures of student achievement used by the St. Lawrence-Lewis BOCES to evaluate its classroom teachers;
- (7) The scoring methodology utilized by the Department and the St. Lawrence-Lewis BOCES to evaluate a classroom teacher under 8 NYCRR §30-2, including:
 - (c) how scores are generated for each subcomponent and the composite effectiveness score of classroom teachers, and
 - (d) application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of classroom teachers and their subcomponent ratings; and

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- (8) Specific considerations in evaluating classroom teachers of English language learners and students with disabilities.

Training on the use of the Statewide Instructional Reporting System, also required by 8 NYCRR §30-2.9 (b), will be provided once the NYS Education Department makes available the information required for such training.

This certification has been issued in accordance with the process for certifying lead evaluators described in the St. Lawrence-Lewis BOCES annual professional performance review plan.

* Professional growth goals constitute one of the assessment tools available for the evaluation of classroom teachers under the “other measures of effectiveness” subcomponent of annual professional performance reviews conducted during the 2011-2012 school year only.

9. State Environmental Quality Review Reconstruction Projects (*In accordance with [Board Policy #4510-Facilities Planning](#)) and (In accordance with [Board Policy #4514-Closing of Facilities](#))*

A motion is required to adopt the following resolution regarding State Environmental Quality Review Reconstruction Projects as stated below.

**RESOLUTION REGARDING
STATE ENVIRONMENTAL QUALITY REVIEW
RECONSTRUCTION PROJECTS**

Whereas, the Board of Education of the St. Lawrence-Lewis BOCES (the “Board”) has considered the effect upon the environment of the proposed work at (1) Central Office, 139 State Street Road, Canton, NY, Demolition, SED Control #51-90-00-00-1-001-004 and (2) Health Occupations, 7231 State Highway 56, Norwood, NY, Demolition, SED Control #51-90-00-00-0-007-004; and

Whereas, the Board has received and reviewed the Scope of the Proposed Project prepared and submitted in connection with the Project, and has further received and considered the advice of its Architects and Engineers with regard to the environmental impact of the Project; therefore, be it

RESOLVED, by the Board of Education of the St. Lawrence-Lewis BOCES that as follows:

1. ***The Board hereby determines in accordance with Article 8 (State Environmental Quality Review Act - SEQRA) of the Environmental Conservation Law that the Project is a Unlisted action which will not have a significant impact on the environment and is not subject to review under SEQRA.***
 2. ***The Project is hereby approved and the District Superintendent/ Executive Officer and all officers and designated employees of the District are authorized and directed to perform all actions and execute all documents necessary or appropriate to obtain the necessary funding, complete the Project, and to carry out the intent of this resolution.***
10. Authorization to expend Capital Fund monies for demolition and disposal of BOCES Buildings. (In accordance with [Board Policy #4514-Closing of Facilities](#)) and (In accordance with [Board Policy #4130-Administration of Budget](#))

A motion is required to adopt the following resolution, upon the approval and adoption of the above SEQRA resolution. Therefore, be it

RESOLVED, that The St. Lawrence-Lewis Board of Cooperative Educational Services does authorize and expend the sum of \$200,000 from the Capital Fund to undertake the demolition and disposal of the St. Lawrence-Lewis BOCES Health Occupations Building, located on the Southeast Campus (7231 State Highway 56, Norwood, NY) and the St. Lawrence-Lewis BOCES Central Office (139 State Street Road, Canton, NY).

11. Southwest CTE Center, Modular Home #15, [Purchase Offer from Ogdensburg Bridge and Port Authority](#) (In accordance with [Board Policy #4310-Purchasing Policy](#)).

A motion is required to adopt the following resolution:

RESOLVED, that the purchase offer from the Ogdensburg Bridge and Port Authority (the “Authority”) dated September 12, 2012, for the purpose of Modular Home #15, with the contingencies set forth in such offer is hereby accepted, and the sale of such home to the Authority, subject to the approval of the Authority’s Board of Directors, the waiver of the one month’s storage fees and the removal of the structure from the Southwest CTE site, is approved.

VII. Reports

- A. Thomas R. Burns, District Superintendent
- B. Stephen J. Todd, Assistant Superintendent for Instruction

VIII. Discussion Items

- A. BOCES Policy Manual update/development – Erie I BOCES
- B. Board Retreat – discuss holding retreat the afternoon of the October board meeting (10/11/12) – which will be held at Northwest CTE Center in Ogdensburg.

IX. Information Items

- A. Update on Facilities

X. Presentations

- A. None

XI. Other

- A. Reminder – Area 6 Dinner Meeting – September 20, 2012 at the Malone Golf Club.
- B. *October 11, 2012* - Summer School Report – Timothy Richards, CTE Principal
- C. *October 11, 2012* - Presentation by the CTE Principals
- D. *October 11, 2012* - Administrative Plan/Goals

XII. Pass-Around Information

- A. Erie I BOCES – Annual Report of their state-wide public relations initiative.
- B. Letter from Roger Clough, Superintendent of Schools, Massena CSD

XIII. Adjournment