



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 MEETING

Thursday, June 5, 2014 – 4 p.m.

St. Lawrence-Lewis BOCES 2013-2014 Board of Education Goals

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

- To enhance opportunities for students through implementation of the recommendations of the Regional Consolidation Study, Regional High School Study, and other vehicles including legislation and the Multiple Pathways Proposal
- To model county-wide sharing and regional delivery models
- To evaluate BOCES services provided for continuous improvement
- To facilitate the successful implementation of APPR, DDI, and Common Core Standards, raising performance measures for students across the SLLBOCES Region

St. Lawrence-Lewis BOCES will:

- Develop a five year facilities plan, to include:
 - The current DASNY project and upgrades to ESC
 - Sale of the Washington Education Building
- Provide financial and operational solutions to our partners in education
- Work with Regional Partners, including Higher Education faculty at SUNY Potsdam and St. Lawrence University, to create regional systems for creating great teachers and future educational leaders for the SLLBOCES Region

St. Lawrence-Lewis BOCES will ensure cost-effective instruction, school improvement, and professional development opportunities for all students and staff in the SLLBOCES region.

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 May 8, 2014 Meeting](#)
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A motion is needed to approve the minutes of the May 8, 2014 Board of Education meeting.

V. Treasurer's Report for period ending May 31, 2014
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances

1. General Fund.....	\$ 2,237,593.71
2. Federal Fund.....	\$ 725,908.11
3. School Lunch Fund.....	\$ 0.17
4. Trust and Agency Fund.....	\$ 23,750.85
5. Payroll Fund.....	\$ 0.00
6. Capital Equip. Reserve.....	\$ 397,590.89
7. Capital Fund.....	\$ 37,253.67

B. Current Budget Allocation

- [Budget Report](#)
- [District Billing](#)

General Fund Budget..... \$ 56,367,275.59

A motion is needed to approve the Treasurer's Report for the period ending May 31, 2014.

VI. District Superintendent

A. Action Items

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

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

A motion is needed to approve the Personnel as presented in Attachment "A".

2. Donation of Tools from Tractor Supply Company
(In accordance with [Board Policy #4230](#) –Acceptance of Gifts, Grants and Bequests to BOCES)
(In accordance with [Board Policy #4320](#) – BOCES Personal Property Accountability)

A motion is needed to accept the donation of several hand tools by Tractor Supply Company to Northwest CTE Center for student use.

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

A motion is needed to approve the Cooperative Bid awards for:

- **Technology & Shop Supplies 2014-2015**
- **Audio-Visual 2014-2015**
- **Computer Supplies 2014-2015**
- **Milk 2014-2015**
- **Bread 2014-2015**
- **Cosmetology Supplies & Kits 2014-2015**
- **Athletic Equipment Supplies 2014-2015**
- **Musical Instruments and Supplies 2014-2015**
- **Furnishings 2014-2015**

4. Local Bid – Distance Learning Classroom Equipment Upgrade – Ceiling Microphones
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

Rationale: Upgrade is for all DL classrooms (twelve component school districts). Most of this equipment is seven years old and we are changing technology. The USDA Grant will cover almost 47 percent of the cost. Low bidder: We open bids June 3, 2014 at 1 pm.

A motion is needed to accept the bid for Distance Learning classroom equipment upgrade, low bidder meeting specifications and compatibility testing.

5. Local Bid – Distance Learning Classroom LED Televisions
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

Rationale: Upgrade is for all DL classrooms (twelve component school districts). Most of this equipment is seven years old and we are changing technology. The USDA Grant will cover almost 47 percent of the cost. Low bidder: We open bids June 3, 2014 at 1 pm.

A motion is needed to accept the bid for Distance Learning classroom LED televisions, low bidder meeting specifications, B&H Photo and Electronics, Corporation, \$74,880 (52 televisions at \$2,880 each).

6. Expend the New York State Unemployment Insurance Payments
(In accordance with [Board Policy #4130](#) – Administration of Budget)
(In accordance with [Board Policy #4210](#) - Investments)

A motion is needed to authorize expending the New York State unemployment insurance payments, up to \$65,000, from the Unemployment Insurance Reserve for the 2013-2014 fiscal year.

7. Transfer of Monies from General Fund to Capital Fund
(In accordance with [Board Policy #4130](#) – Administration of Budget)

A motion is needed to transfer up to \$150,500 from the General Fund 002 CoSer into Capital Fund for the following project:

- **Renovation projects (#51-90-00-00-0-012-010 and #51-90-00-00-0-014-007)**

8. Request Lodging Approval for Instructional Presenter
(In accordance with [Board Policy #5211](#) – Travel Expenses/Conference Approval)

A motion is requested to approve the lodging of Andrew Rudd, instructional presenter. The presenter's lodging is four nights or more.

9. [Certification Re-Approval of Two CTE Programs](#)
(In accordance with [Board Policy #7170](#) – Instructional Technology)

A motion is requested to approve the re-certification from the State Education Department of two CTE programs:

- [Computer and Business Technology I](#)
- [Computer and Business Technology II](#)
- [Criminal Justice I](#)
- [Criminal Justice II](#)

10. Date, Time, and Location of the July 2014 Organizational Meeting
(In accordance with [Board Policy #1438](#) – Annual Organizational Meeting)

Rationale: The Board shall hold its Annual Organizational Meeting at any time during the first fifteen (15) days of July at a date set at the convenience of the Board, no later than the month of June. (Public Officer's Law Article 7)

A motion is needed to set the date, time, and location of the Organization Meeting in July as Thursday, July 10, 2014, at 4:00 pm at the BOCES ESC, 40 West Main Street, Canton, New York 13617.

11. Fire Inspection Reports
(As mandated by §807 (a) of Commissioner Regulations; 8 New York Code of Rules and Regulations (NYCRR) §155.8; 19 NYCCR Part 1225; Manual for Fire and Building Safety Inspections in Public and Non-public Schools, SED, revised January 2004)

A motion is needed to accept the Annual Fire Inspection report dated May 2, 2014.

12. Installment Purchase
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

Rationale: Two network printers are being purchased for Gouverneur Central School; 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.

A motion is needed to approve the installment purchase with Xerox for two network printers for Gouverneur Central School.

13. Amendment to the Authorized Credit Card list for Purchasing
(In accordance with [Board Policy #5321](#) – Use of BOCES Credit Card)

Rationale: A credit card was issued for Gail Jenkins, with the current credit limit of \$2,000. This amount will not meet the needs of the purchasing which consists of the following:

- *Pharmacy Tech – online testing*
- *Phlebotomy – online testing*
- *EKG – online testing*
- *Teacher Assistant – fingerprinting*
- *Teacher Assistant – online exam*
- *DASA Training*
- *Violence Prevention – online workshop*

The use of the credit card will not be on a regular basis, but there are certain times of the year where all these services will be purchased.

A motion is needed to amend the Authorized Credit Card to increase the credit limit from \$2,000 to \$10,000 for Gail Jenkins, Adult Education for purchasing.

14. [Establish Hourly/Per-Diem/Stipend Rates for 2014-2015 Year](#)
(In accordance with [Board Policy #5151](#) – Temporary and Part-time Employees)

A motion is needed to establish the Hourly/Per-Diem/Stipend rates for the 2014-2015 fiscal year.

15. [Support Staff Addendum of Employee Handbook](#)
(In accordance with [Board Policy #5230](#))

A motion is needed to approve the changes in the Support Staff Addendum of the Employee Handbook.

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

A motion is needed to approve the conference request for Jonathan Santamoor to attend the Advanced Career Summer Training 2014 – Innovations in Science & Technology in Russellville, Arkansas from July 7 - July 16, 2014.

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

A motion is needed to approve the conference request for J. French, K. Kendall, L. Gowing, R. Amo, N. Kelley, J. Leary, M. Clemens, T. LaPoint, C. Mattimore, C. Flynn, J. Farrand, N. Warr, B. Ladouceur, P. McDougall, D. Cook, L. Emrich, L. Rafferty, and C. Tubbs to attend the Network Team Institute in Albany for the period of July 7-11, 2014.

VII. Reports

- A. [Thomas R. Burns, District Superintendent](#)
B. [Stephen J. Todd, Assistant Superintendent for Instruction](#)

VIII. Discussion Items

- A. [Former Building Blocks Daycare Center](#)

IX. Information Items

- A. Update on Facilities

X. Presentations

- Patti Fisher and Rod Hooper – preview of new website

XI. Other

- The Northwest Tech Senior Recognition Day has been changed to June 11th at 9 am and will take place at Lisbon Central School
- [Rural Schools Conference](#) – July 13-15 in Cooperstown, NY
- NYSSBA Conference – October 26-28 in New York City

XII. Pass-Around Information

XIII. Adjournment