

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

May 8, 2014
Not Board Approved

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 8, 2014, St. Lawrence-Lewis BOCES, Educational Services Center, 40 West 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, Patricia Gengo,
Nancy Cappellino, James Young, Dana Smith, Shelli
Prespare-Weston, Crystal Simmons and John Zeh

 Absent: None

 Others: Thomas Burns, Steven Todd, Susan Collins-Rickett,
Nancy Avery, Kevin Perretta, Nicole Ashley, Maureen
Bouchey, Jennifer French, Renee' Langtry-Green,
Rafael Olazagasti, Patty Burnham, Susan Bouchey,
Heather Connelly-Hughes, Shari Sharpe, Mallorie
McGuire, Jennifer Nightingale, Terra O'Neil and
Susan Pierce

Presentation: Susan Bouchey (Supervisor – Related Services - Special Education) introduced Heather Connelly-Hughes, Physical Therapist and PT Department Head; Shari Sharpe, Occupational Therapist and OT Department Head; Mallorie McGuire, Occupational Therapy Student; Jennifer Nightingale, Occupational Therapist; Terra O'Neil, Physical Therapist; and Susan Pierce, Physical Therapist. They presented on the PT/OT Role Differentiation and Areas of Overlap followed with demonstrations from each department.

No. 2014-137
APPROVAL OF
MINUTES
APRIL 10, 2014

Motion made by Smith, seconded by McCullough, to approve the minutes of the Regular Board Meeting of April 10, 2014. (In accordance with Board Policy #1432)

Yeas: All members present
Nays: None

No. 2014-138
TREASURER'S
REPORT

Motion made by McCullough, seconded by McCullough, to accept the Treasurer's Report for period ending April 30, 2014. (In accordance with Board Policy #1432)

April 30, 2014

General Fund.....	\$2,385,240.82
Federal Fund.....	\$1,097,928.24
Trust & Agency.....	\$ 8,812.44
School Lunch.....	\$ 88,231.87
Payroll Fund.....	\$ 0.00
Capital Equipment Reserve.....	\$ 397,584.14
Capital Project.....	\$ 37,253.33

Current Budget Allocation

General Fund Budget	\$55,810,903.20
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Yeas: All Members Present
Nays: None

No. 2014-139
ALL PERSONNEL
BOARD ACTION
AS FOLLOWS:

Motion made by Young, seconded by Simmons. 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. 2014-140
RANS
BORROWING

Motion made by Smith, 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 RANS Borrowing up to the amount of \$6.5 Million. (In accordance with Board Policy #4130)

Yeas: All members present

Nays: None

No. 2014-141
COOPERATIVE
BIDS

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 Cooperative Bid award to lowest bidder meeting specifications for the following categories: (In accordance with Board Policy #4310)

- a. Teaching Aids – 2014-2015
- b. General School/Office Supplies (Teacher Pack) 2014-2015
- c. General School/Office Supplies (Regular Pack) 2014-2015
- d. Art Supplies – 2014-2015
- e. Construction/Art Paper – 2014-2015
- f. Institutional Paper – 1st half – 2014-2015
- g. Institutional Paper Monthly Delivery – 1st half – 2014-2015
- h. Science Classroom Supplies – 2014-2015
- i. Health Supplies – 2014-2015
- j. Transportation Supplies – 2014-2015
- k. Printed Envelopes – 2014-2015
- l. Copy Paper – 1st half – 2014-2015

Yeas: All members present

Nays: None

No. 2014-142
LOCAL BID
TRACTOR
SWT CENTER
WALLDROFF
FARM EQUIP. INC.

Motion made by Cappellino, 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 bid award for a tractor at Southwest Technical Center, Gouverneur to Walldroff Farm Equipment, Inc. -Massey Ferguson 1749L Tractor, \$42,173.55. (In accordance with Board Policy #4310)

Yeas: All members present
Nays: None

No. 2014-143
AMENDMENT
TO THE
PLATINUM PLUS
CARDHOLDERS

Motion made by Cappellino, seconded by Simmons. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby amend the Authorized Platinum Credit Cardholders to add Gail Jenkins. (In accordance with Board Policy #5321)

Yeas: All members present
Nays: None

No. 2014-144
ESTABLISH
HOURLY/PER
DIEM/STIPEND
RATES 2013-2014
ADDITION UNDER
WORKSHOP
RATES

Motion made by Young, seconded by McCullough. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby establish the Hourly/Per-Diem/Stipend rates for the 2013-2014 fiscal year to add under Workshop Rates: Professional Learning Community Participant - \$20/hour and Professional Learning Community Leader - \$30/hour. (In accordance with Board Policy #5151)

Yeas: All members present
Nays: None

No. 2014-145
2014-2015 NEW
YORK STATE
TECHNOLOGY
CONSORTIUM
BID

Motion made by McCullough, seconded by Simmons. 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 consent to jointly enter into an agreement for 3rd L Corp, Achieve3000, Think Through Math (formerly Apangea), Blackboard, Inc., Certica, ClassLink, Collaborative Learning, Compass Learning, Core K-12, Curriculum Associates, Defined Learning, Discovery, eDocrina, Edvation, FableVision, Global Scholar, Houghton Mifflin, iSafe, Knovation, Laureate Learning, Lazel, Inc., LCI, Learning.com, Learning Sciences International, LinkIt, McGraw-Hill, MyLearning Plan, NWEA, Pearson Digital Learning, Renaissance Learning, Rubicon West, Inc., School Improvement Network, Scientific Learning, Scholastic, Inc., School Specialty, ST4 Learning, SunGard,

May 8, 2014

Teachscape, Vantage, Virtuoso Chester Technical Services, Right Reason Technologies, Learner First, It's Learning, Montage, Desire to Learn, Canvas, Schoology, Waterford, Cambium Learning, Edmentum, Hot Math, Carnegie Learning, Mind Research Institute, American Reading Company, Amplify, Imagine Learning, iStation, Let's Go Learn, The Reading Solution, Bridges Transitions, Centris, College Board, Naviance, Service Infinity, Rosetta Stone and

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, and,

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 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 1 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 1 BOCES will negotiate contracts according to the majority recommendations; (3) that after contract agreement, it will conduct all purchasing arrangements directly with the vendor.

Yeas: All members present

Nays: None

No. 2014-146
ADOPTION
2014-2015
BOCES ADMIN.,
PROGRAM &
CAPITAL
BUDGET

Motion made by Smith, seconded by McCullough. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby adopt the 2014-2015 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

No. 2014-147
ESTABLISH
STIPEND RATE
FOR STLE GRANT

Motion made by Gengo, seconded by Smith. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby establish the stipend rates for the STLE Grant for Regional Teacher Leader and District Teacher Leaders for the 2013-2014 and 2014-2015 fiscal year:

- Regional Teacher Leader for 2013-2014 - \$2,000
- District Teacher Leader for 2013-2014 - \$1,000
- District Teacher Leader for 2014-2015 - \$3,000

Yeas: All members present
Nays: None

No. 2014-148
BOCES ANNUAL
MEETING
APRIL 9,
2015

Motion made by Young, seconded by Cappellino. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby set the date for the 2015 St. Lawrence-Lewis BOCES Annual Meeting for Thursday, April 9, 2015. (In accordance with Board Policy #1437) (Ed Law §1950)

Yeas: All members present
Nays: None

No. 2014-149
COMPONENT
DISTRICTS'
PUBLIC MTG.
& VOTE-BOCES
ADMIN. BUDGET
& MEMBERS
APRIL 20,
2015

Motion made by Young, seconded by Simmons. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby set the date of Monday, April 20, 2015, on which each component school district shall conduct a public meeting for the purpose of electing members of the BOCES and adopting a public resolution concerning the approval or disapproval of the Tentative Administrative Budget for 2015-2016. (In accordance with Board Policy #1220) (Ed Law §1950, subdivision 2-a(b))

Yeas: All members present
Nays: Nays

Reports:

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

Information:

Update on Facilities – Kevin Perretta

Other:

The Northwest Tech Senior Recognition Day has been changed to June 11th at 9:00 AM and will take place at Lisbon Central School

Rural Schools Conference – July 13-15, 2014, Cooperstown, NY

NYSSBA Conference – October 26-28, 2104 in New York City

Pass-Around Information:

- Your Alumni Council – Sacred Laurentian Space – Steve Todd

No. 2014-150
EXECUTIVE
SESSION

Motion made by Smith, seconded by Weston to enter into Executive Session at 7:30 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 7:48 p.m.

No. 2014-151 Motion made by Young seconded by Smith. Resolved,
SECTION 75 that the Board of Education of the St. Lawrence-Lewis BOCES,
AND HEARING upon the recommendation of District Superintendent Burns,
OFFICER does hereby approve the following Resolution for a New York
State Civil Service Section 75 hearing and hearing officer:

WHEREAS, Thomas Burns, the Superintendent of the St. Lawrence-Lewis Board of Cooperative Educational Services (hereinafter referred to as "BOCES"), intends to commence a proceeding and request a hearing pursuant to Section 75 of the New York State Civil Service Law regarding a particular Civil Service employees; and

WHEREAS, Section 75(2) of the New York State Civil Service Law requires that a hearing upon New York State Civil Service Law Section 75 charges shall be held by the officer or body having the power to remove the person against whom such charges are preferred, or by a deputy or other person designated by such officer or body in writing for that purpose; and

WHEREAS, in case a deputy or other person is so designated, he/she shall, for the purpose of such hearing, be vested with all the powers of such officer or body and shall make a record of such hearing which shall, with his/her recommendations, be referred to such officer or body for review and decision; and

WHEREAS, Thomas Burns, the Superintendent of the BOCES, has recommended the appointment of Alfred Riccio, as the designated hearing officer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the St. Lawrence-Lewis Board of Cooperative Educational Service hereby appoints Alfred Riccio as the Hearing Officer pursuant to Section 75 of the New York State Civil Service Law, with respect to any charges brought by Thomas Burns, and directs, authorizes and empowers the Hearing Officer to hear evidence, make a transcript of the proceedings, and to issue a written report of his findings and recommendations.

Yeas: All Members Present
Nays: None

No. 2014-152 Motion made by Gengo, seconded by Weston to adjourn the
ADJOURNMENT meeting at 7:50 p.m.

Yeas: All Members Present
Nays: None

Susan A. Collins-Rickett, District Clerk

Board Agenda – May 8, 2014

Attachment A (Personnel), Page 1- A

[\(Return to Main Agenda\)](#)

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

A. Retirements – Special Education

1. ***Villano, Susan** – Teacher of Special Education, 1.0 FTE, effective August 30, 2018.

**Assigned to Potsdam Central School*

Retirements - Adult, Career and Technical Education

1. ***Burnham, Patty** – Teacher of Adult Education, 1.0 FTE, effective July 15, 2017.

**Assigned to Seaway CTE Center*

Retirements – Financial Affairs

1. ***Sterling, Joseph** – Senior Custodian, 1.0 FTE, effective June 30, 2014.

**Assigned to Educational Services Center*

B. Resignations – Special Education

1. **Rose, Brienne** – Teaching Assistant, 1.0 FTE, effective April 26, 2014.

**Assigned to Ogdensburg City School District*

2. **Stevenson-Sovie, Heather** – Teaching Assistant, 1.0 FTE, effective April 26, 2014.

**Assigned to Ogdensburg City School*

3. **O'Brian, David** – Teaching Assistant, 1.0 FTE, effective May 3, 2014.

**Assigned to Northwest CTE Center*

4. **Barr, Annette** – Laborer, effective June 30, 2014.

**Assigned to Northwest CTE Center*

5. **Vance, Tiffany** – Teaching Assistant, 1.0 FTE, May 27, 2014.

**Assigned to Potsdam Central School*

Board Agenda – May 8, 2014

Attachment A (Personnel), Page 2- A

Resignations - Adult, Career and Technical Education

1. ***Simser, Tammy** – EDGE Associate, 1.0 FTE, effective May 7, 2014

**Assigned to Seaway CTE Campus*

C. Leaves of Absence – Special Education

1. **Devins, Andrew** – Teaching Assistant, 1.0 FTE, leave of absence totaling 2 weeks, 1 week full days and 2 weeks at half days, none of which falls under the Family and Medical Leave Act, effective April 28, 2014 through May 16, 2014

**Assigned to Ogdensburg City School*

2. **Moffitt, Stephen** – Teaching Assistant, 1.0 FTE, leave of absence totaling 7 weeks, all of which falls under the Family and Medical Leave Act, effective March 31, 2014 through May 24, 2014.

**Assigned to Potsdam Central School*

3. **Niederer, Marla** – Teacher of Special Education, 1.0 FTE, leave of absence totaling 2 weeks, all of which falls under the Family and Medical Leave Act, effective April 29, 2014 through May 12, 2014.

**Assigned to Brasher Falls Central School*

4. **Whiteford II, Donald** – Teaching Assistant, 1.0 FTE, extension of leave of absence totaling 2 weeks, all of which falls under the Family and Medical Leave Act, effective April 28, 2014 through May 12, 2014.

**Assigned to Potsdam Central School*

5. ***Newcombe, Heather** – Teaching Assistant, 1.0 FTE, leave of absence totaling 3 weeks, none of which falls under the Family and Medical Leave Act, effective June 8, 2014 through June 26, 2014.

**Assigned to Ogdensburg City School*

6. ***Burkum, Jerika** – Teaching Assistant, 1.0 FTE, leave of absence totaling 1 week, none of which falls under the Family and Medical Leave Act, effective April 30, 2014 through May 8, 2014.

**Assigned to Potsdam Central School*

Board Agenda – May 8, 2014

Attachment A (Personnel), Page 3- A

Leaves of Absence – Instruction, Staff Development and Technology

1. **Kiah, Barry** – Computer Technician, 1.0 FTE, leave of absence totaling 7 weeks, all of which falls under the Family and Medical Leave Act, effective April 22, 2014 through June 10, 2014.

**Assigned to Lisbon Central School*

2. ***Deruchia, Jeffrey** – Account Clerk, 1.0 FTE, leave of absence totaling 4 weeks, none of which falls under the Family and Medical Leave Act, effective May 8, 2014 through June 9, 2014.

**Assigned to Educational Services Center*

3. ***Rice, Chad** – Computer Technician, 1.0 FTE, leave of absence, none of which falls under the Family and Medical Leave Act, effective May 1, 2014 through no later than May 30, 2014

**Assigned to Ogdensburg City School*

Leaves of Absence - Adult, Career and Technical Education

1. ***Tracy, Terri** – Teacher of Adult Education, 1.0 FTE, leave of absence totaling 2 weeks, all of which falls under the Family and Medical Leave Act, effective May 9, 2014 through May 22, 2014.

**Assigned to Seaway CTE Campus*

2. ***Simser, Tammy** – EDGE Associate, 1.0 FTE, leave of absence totaling 7 days, none of which falls under the Family and Medical Leave Act, effective April 28, 2014 through May 6, 2014.

**Assigned to Seaway CTE Campus*

3. ***Niederer, Robert** – Teacher of Building Trades, 1.0 FTE, extension of leave of absence totaling undetermined weeks, all of which falls under the Family and Medical Leave Act, effective June 11, 2014 until further notice.

**Assigned to Southwest CTE Center*

D. Appointments – Financial Affairs

1. **Zahler, Barbara** – Account Clerk, 1.0 FTE, Grade 16L Step 3, \$28,704.00 (pro-rated \$5,115.20), 1 year civil service probationary appointment effective April 28, 2014 through April 27, 2015.

**Initial assignment shall be Educational Services Center*

Board Agenda – May 8, 2014

Attachment A (Personnel), Page 4- A

Appointments – Special Education

1. **Beebe, Christopher** – Teaching Assistant, 1.0 FTE, Certified, Schedule 2 Step 4, \$15,982.00 (pro-rated \$3,755.77), temporary appointment effective April 22, 2014 through June 30, 2014.

**Initial assignment shall be Potsdam Central School*

2. **Lewis Brown, Laura** – Supervisor of Special Education, Maximum of 30 days, Certified, \$400.00/day, temporary appointment effective May 1, 2014 through June 30, 2014.

**Assignment shall be Ogdensburg City School*

3. **O'Connor, Kaitlin** – Teaching Assistant, 1.0 FTE, Certified, Schedule 2 Step 4, \$15,982.00 (pro-rated \$3,036.58), temporary appointment effective May 5, 2014 through June 30, 2014.

**Initial assignment shall be Potsdam Central School*

Appointments - Instruction, Staff Development and Technology

1. ***Robbins, Kevin** – Motor Vehicle Operator, 1.0 FTE, Non-competitive position with no Section 75 rights for 5 years, Grade 13S - 11 month \$19,619.38 (pro-rated \$2,355.83), 1 year probationary appointment effective May 22, 2014 through May 21, 2015.

**Initial assignment shall be Educational Services Center*

Appointments – Regional Summer School

1. **Albert, Don** – Summer School Assistant Principal, \$7,100.00, effective July 1, 2014 through August 31, 2014.

**Assigned to Massena Regional Summer School*

2. ***Bouchard, Sue Ellen** – Summer School Assistant Principal, \$7,600.00 effective July 1, 2014 through August 31, 2014.

**Assigned to Ogdensburg City School*

E. Appointment Status Change – Adult, Career and Technical Education

1. **Cavanaugh, Carolyn** – Data Entry Machine Operator, from .50 FTE to 1.0 FTE, Grade 16L Step 2, \$28,301.00 (pro-rated \$5,480.50) effective April 22, 2014 with continuation of probation from March 3, 2014 through March 2, 2015.

**Assigned to Seaway CTE Center*

Board Agenda – May 8, 2014

Attachment A (Personnel), Page 5- A

Appointment Status Change – Special Education

1. **Lenox, Bethany** – Teaching Assistant, from .60 FTE to 1.0 FTE, Certified, Schedule 2 Step 2, \$15,051.00 (pro-rated \$2,709.16) temporary appointment effective May 7, 2014 through June 30, 2014.

**Assigned to Potsdam Central School*

F. Tenure Recommendation – Special Education

1. ***Harper, Marilyn** – Teaching Assistant, effective August 31, 2014.

**Assigned to Ogdensburg City School*

G. Position Reductions – Financial Affairs

1. ***Building Maintenance Mechanic**, 1.0 FTE, effective May 1, 2014.

**Assigned to Educational Services Center*

2. ***Senior Custodian**, 1.0 FTE, effective July 1, 2014.

**Assigned to Educational Services Center*

Position Reduction - Adult, Career and Technical Education

1. ***EDGE Associate**, 1.0 FTE, effective May 15, 2014.

**Assigned to Seaway CTE Campus*

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

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ST. LAWRENCE-LEWIS BOCES

Personnel Agenda - Addendum

May 8, 2014

Attachment A (Personnel)

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

A. Appointments - Per Diem, Substitutes and Workshop Stipends

Per Diem, Substitutes and Workshop Stipends

Name	Assignment	Type of Appt	Duration of Appt	Rate of Pay
SUAREZ, JULIE J.	Sub Cert Teaching Assistant	Per Diem	03/31/2014-06/30/2014	\$70.00/day
BOYD, FRANKLIN J.	Sub Cert Teaching Assistant	Per Diem	04/09/2014-06/30/2014	\$70.00/day
VROOMAN, SALLY E.	Workshop Presenter	Per Diem	02/23/2014-04/27/2014	\$55.00/ Per Student
CLEMENS, MARGARET B.	Workshop Presenter	Per Diem	02/23/2014-04/27/2014	\$55.00/ Per Student