

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

**September 12, 2013**  
**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, September 12, 2013, 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, Dana Smith, Marjorie McCullough, Crystal Simmons, Shelli Prespare-Weston, Patricia Gengo, Nancy Cappellino, Jack Zeh and James Young
	Absent:	None
	Others:	Thomas R. Burns, Susan Collins-Rickett, Nancy Avery, Kevin Perretta, Nicole Ashley, Maureen Bouchey, Craig Lalonde, Rafael Olazagasti, Renee' Langtry-Green and Patti Burnham

No. 2014-045 APPROVAL OF MINUTES AUGUST 15, 2013	Motion made by Gengo, seconded by McCullough, to approve the minutes of the Regular Board Meeting of August 15, 2013. (In accordance with Board Policy #1432)
	Yeas: All members present Nays: None

No. 2014-046  
TREASURER'S  
REPORT

Motion made by Young, seconded by Weston, to accept the Treasurer's Report for period ending August 31, 2013. (In accordance with Board Policy #1432)

August 31, 2013

General Fund.....	\$398,644.72
Federal Fund.....	\$440,400.85
Trust & Agency.....	\$ 8,808.06
School Lunch.....	\$ 115,589.56
Payroll Fund.....	\$ 0.00
Capital Equipment Reserve.....	\$ 397,531.42
Capital Project.....	\$ 351,853.11

Current Budget Allocation

General Fund Budget ..... \$51,995,008.31

Yeas: All Members Present  
Nays: None

No. 2014-047  
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. 2014-048  
CERTIFICATION  
OF LEAD  
EVALUATORS OF  
BUILDING  
PRINCIPALS/  
INSTRUCTIONAL  
SUPERVISORS -  
8 NYCRR

Motion made by Smith, seconded by Gengo. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the following Resolution: (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

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;
- (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.

Yeas: All members present  
Nays: None

No. 2014-049  
CERTIFICATION  
OF QUALIFIED  
LEAD  
EVALUATORS OF  
CLASSROOM  
TEACHERS -  
8 NYCSS  
§30-2.9(b)

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 approve the following Resolution:  
(In accordance with NYCRR)

BE IT RESOLVED THAT Nancy Avery, Susan Bouchey, Lisa Grenville, Lori Montpetit, Katherine LaVigne, Reginald McDonald, Renee' Langtry-Green, Ronald Burke, Jane Akins, Timothy Richards, Jennifer French 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:
  - (a) how scores are generated for each subcomponent and the composite effectiveness score of classroom teachers, 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 classroom teachers and their subcomponent ratings; and
- (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 they 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.

Yeas: All members present  
Nays: None

No. 2014-050  
VOTING  
DELEGATE AND  
ALTERNATE FOR  
NYSSBA  
CONVENTION

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 elect Dana Smith as voting delegate and Patricia Gengo, voting Alternate for the NYSSBA Annual Business Meeting and Convention in Rochester, New York, October 26, 2013. (In accordance with Board Policy #1520 – By-Laws)

Yeas: All members present  
Nays: None

No. 2014-051  
LOCAL QUOTE  
REMOVAL &  
REPLACEMENT  
STORM LINE AT  
40 WEST MAIN  
STREET,  
CANTON, NY

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 Local Quote, award to Harvey Excavation and Construction Company, Inc. in the amount of \$8,165.00, in meeting the specifications for the removal of the storm line and replacement at 40 West Main Street, ESC complex on the west side entrance. (In accordance with Board Policy #4310)

Yeas: All members present  
Nays: None

No. 2014-052  
DONATION OF  
COPIERS FROM  
HERMON-DEKALB  
CENTRAL  
SCHOOL

Motion made by Simmons, seconded by Weston, Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby accept the donation of copiers (Model 2851, S/N V8215301043; Model 2051, S/N K6765000371; and Model 701, S/N V7096000192) from Hermon-DeKalb Central School to St. Lawrence-Lewis BOCES. (In accordance with Board Policy #4230)

Yeas: All members present

Nays: None

No. 2014-053  
APPOINTMENT/  
DESIGNATION  
OF BOCES  
INTEGRITY  
OFFICER

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 appoint/designate Thomas R. Burns, District Superintendent/Executive Officer or his designee as the BOCES Integrity Officer for SED Test Security. (In accordance with Board Policy #1438)

Yeas: All members present  
Nays: None

No. 2014-054  
AMENDMENT  
TO THE  
PLATINUM PLUS  
CARDHOLDERS

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 amend the Authorized Platinum Credit Cardholders to remove Wendy Clark and to add Patricia Rowan-Lalonde and Susan Collins-Rickett. (In accordance with Board Policy #5321)

Yeas: All members present  
Nays: None

No. 2014-055  
CONFERENCE  
REQUEST  
9/24/13-9/27/13  
ROBERTA  
STILLIN-DOWMAN

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 Conference Request for Roberta Stillin-Dowman, Supervisor of Instructional Resources/Title I Support, to attend the Diagnostic Tool for School & District Effectiveness (DTSDE) training in Albany, New York from September 24-27, 2013. (In accordance with Board Policy #5211)

Yeas: All members present  
Nays: None

No. 2014-056  
MASTER INTER-  
GOVERNMENTAL  
COOPERATIVE  
PURCHASING

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 Master Intergovernmental Cooperative Purchasing Agreement.

Yeas: All members present  
Nays: None

Reports:

Thomas R. Burns, District Superintendent/Executive Officer

Stephen J. Todd, Assistant Superintendent for Instruction

Discussion Items:

Board Retreat – discussed holding a retreat on October 10, 2013 at NWT CTE Center

Information:

- Update on Facilities
- Policy #1550 – Orienting New Board Members – Amendment (In accordance with Board Policy #1410 Formulation, Amendment, and Adoption of Policy)

Presentations: None

Other:

- Reminder – Area 6 Dinner Meeting – November 7, 2013 at the Malone Golf Club, Malone, NY

Pass-Around Information:

- District Superintendents – Operational Guidelines

No. 2014-057  
EXECUTIVE  
SESSION

Motion made by Smith, seconded by Cappellino to enter into Executive Session at 7:00 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 7:12 p.m.



No. 2014-058      Motion made by Smith, seconded by Simmons to adjourn the  
ADJOURNMENT      meeting at 7:13 p.m.

Yeas: All Members Present  
Nays: None

**Susan A. Collins-Rickett, District Clerk**