



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, February 12, 2015 - 6 p.m.

St. Lawrence-Lewis BOCES 2014-15 Board of Education Goals

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

- To enhance and improve academic opportunities for students throughout the region utilizing a variety of approaches – the Regional Consolidation Study, Regional High School Study, legislation, and Multiple Pathways
- To model regional sharing and delivery models through inter-BOCES as well as intra-BOCES arrangements
- To continuously evaluate BOCES services for quality, efficiency, and potential improvement
- To facilitate the successful implementation of the Regents Reform Agenda, raising performance measures for students across the St. Lawrence-Lewis BOCES region.

St. Lawrence-Lewis BOCES will:

- Provide financial and operational solutions to our educational partners
- Continue to work with the Board of Education Facilities Committee to complete upgrades to the ESC and CTE centers utilizing DASNY and other available funds
- Continue the consolidation of facilities including the sale or closure of the Washington Education Center
- Work with our Regional Partners, including Higher Education, to build and refine regional systems that will produce teachers and future educational leaders for the St. Lawrence-Lewis BOCES 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 January 8, 2015 Meeting](#)
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A motion is needed to approve the minutes of the January 8, 2015 Board of Education meeting.

- V. [Treasurer’s Report for period ending January 31, 2015](#)
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances

General Fund	\$5,392,227.54
Federal Fund	\$ 899,603.99
Trust & Agency Fund	\$17.12
Payroll Fund	\$0.00
Capital Fund	\$167,639.44
Capital Equipment Reserve	\$397,644.27

B. Current Budget Allocation

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

General Fund Budget..... \$ 58,610,062.19

A motion is needed to approve the Treasurer’s Report for the period ending January 31, 2015.

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

Rationale: Ogdensburg Free Academy is requesting an installment purchase with Xerox for one (1) network printer. 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 one (1) network printer for Ogdensburg Free Academy.

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

A motion is needed to approve the Cooperative Bid awards:

**Produce – February 2-27, 2015
Cafeteria – February 2015 – July 2015**

The Cooperative Bids are awarded to the lowest bidder meeting specifications.

4. 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 Timothy Jerome to attend the Grade C Water Distribution Operator Certification Course from February 16, 2015 through February 20, 2015 in Cortland, New York.

5. Disaster Recovery Plan
(In accordance with Board Policy #4570)

Rationale: The Board of Education approved the Disaster Recovery Plan on January 15, 2009. This plan meets the recommendation of the Internal Audit Risk Assessment. The plan has been updated and requires approval and will be utilized should data be lost, both student and financial, off-site storage of back-up files will be available. The plan covers all unforeseen catastrophes with regard to data storage.

A motion is needed to approve the updated Disaster Recovery Plan for Information Technology for BOCES-wide data storage and recovery.

6. [Certification of Lead Evaluators of Building Principals/Instructional Supervisors](#)
(In accordance with NYCRR)

A motion is needed to approve Ronald Burke as Qualified Lead Evaluator of building principals/instructional supervisors having successfully completed the training requirements prescribed in 8 NYCRR § 30-2.9 (b).

7. [Certification of Lead Evaluators of Classroom Teachers](#)
(In accordance with NYCRR)

A motion is needed to approve Rachel O'Donnell and Kristen Zender as Qualified Lead Evaluators of classroom teachers having successfully completed the training requirements prescribed in 8 NYCRR § 30-2.9 (b).

8. [Local Bids](#)
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

Rationale: Bids were distributed to four (4) places for the print shop commercial printing press and accessories located at Washington Education Center, Ogdensburg, NY. Bids were due to be opened on Tuesday, February 3, 2015 at 1 pm. No bids were received.

A motion is need to acknowledge that no bids were received for the print shop commercial printing press and accessories located at Washington Education Center, Ogdensburg, NY and the equipment can be disposed of at the discretion of the district superintendent.

9. [Local Bid](#)
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

Rationale: The local bid for the commercial presses and accessories were sent to the newspaper and bidders. We received no bids.

A motion is needed to approve the donation of the commercial presses and accessories located at the Washington Education Building to SUNY Potsdam.

10. [Approval of Lease Agreement between Jeffery M. Skelly and St. Lawrence-Lewis BOCES](#)
(In accordance with Board Policy #4510 – Facilities Planning)

A motion is needed to approve the Lease Agreement between Jeffery M. Skelly, the landlord and St. Lawrence-Lewis BOCES, the tenant at \$5,000 per month plus utilities for the period beginning at the date of sale through June 30, 2015. The premise to be leased is the Washington Education Building located in Ogdensburg, New York.

11. [Appointment of Administrative Intern](#)
(In accordance with Board Policy #5150 – Recruitment, Selection, and Appointment of Personnel)

Professional Statement:

Krista Chamberlain is completing the C.A.S. in Educational Leadership at St. Lawrence University with a projected completion date of December 2015.

Ms. Chamberlain received her Bachelor's degree from Western Carolina University with a major in Middle Grades Education and a minor in English. She has two Master's Degrees from Syracuse University in Instructional Design Development and Evaluation and Special Education and Learning Disabilities. Ms. Chamberlain's New York State permanent certification: K-12 Special Education was awarded in 2005. Her educational work experience includes Carthage Central, Indian River, and most recently Clifton Fine Central School Districts as a Special Education teacher. She has been employed at Madison Oneida RIC as a Model Schools Coordinator, and served in the U.S. Army as an Education Specialist.

A motion is needed to approve the temporary appointment of Krista Chamberlain to the position of Administrative Intern effective February 23, 2015 through June 30, 2015 contingent upon New York State certification at a stipend of \$10,500.

12. [Capital Financing Through the Dormitory Authority of the State of New York](#)
(In accordance with [Board Policy #4510](#) – Facilities Planning)

A resolution delegating power to the president and vice-president of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence and Lewis Counties, New York (“BOCES”), to authorize participation in the issuance by the Dormitory Authority of the State of New York on behalf of said BOCES of not exceeding \$9,500,000 Master BOCES Program Lease Revenue Refunding Bonds (St. Lawrence and Lewis Issue), Series 2015, including authorization for the execution of leases and related documentation.

13. 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 Trina Frederick, Roderick Hooper, Markie Hooper, Emily Derouchie-McMahon, and Mary Simon to attend the ISTE 2015 Conference in Philadelphia, PA from June 28, 2015 through July 1, 2015.

VII. Reports

- A. [Thomas R. Burns, District Superintendent](#)
- B. [Ronald Burke, Assistant Superintendent for Instruction](#)

VIII. Discussion Items

IX. Information Items

- A. [Policy #4495 – Overtime and Compensatory Time Policy](#)
Reviewing this policy constitutes the first step in accordance with [Board Policy #1410](#) – Formulation, Amendment, and Adoption of Policy.
- B. Update on Facilities – K. Perretta
- C. [Three-Year CTE Enrollment Data](#)

X. Presentations

- A. Community Connections Presentation – L. Montpetit

XI. Other

XII. Pass-Around Information

XIII. Adjournment