



**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 4, 2015 – 4 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 May 14, 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 May 14, 2015 Board of Education meeting.**

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

A. Account Balances

General Fund	\$ 3,988,199.78
Federal Fund	\$ 449,955.90
Trust & Agency Fund	\$ 19.57
Payroll Fund	\$0.00
Capital Fund	\$ 167,644.95
Capital Equipment Reserve	\$ 397,670.42

B. Current Budget Allocation

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

General Fund Budget..... \$ 59,257,043.46

**A motion is needed to approve the Treasurer’s Report for the period ending May 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. [Approval of Lease between Town of Massena and St. Lawrence-Lewis BOCES](#)

(In accordance with [Board Policy #4510](#) – Facilities Planning)

**A motion is needed to approve the one-year Lease Agreement between the Town of Massena, the landlord and St. Lawrence-Lewis BOCES, the tenant at \$300 per month. The premise to be leased is described as the “Mattis Room’ located on the lower level of the Massena Public Library. The term of the lease shall be from July 1, 2015 – June 30, 2016.**

3. [Cooperative Bids](#)

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

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

**Technology & Shop Supplies – 2015-2016  
Musical Instruments and Supplies – 2015-2016  
Furnishings – 2015-2016  
Natural Gas – 2015-2016**

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

4. [Establish Hourly/Per-Diem/Stipend Rates for the 2015-2016](#)

(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 2015-2016 fiscal year.**

5. [Date, Time, and Location of the July 2015 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 Organizational Meeting in July as Thursday, July 9, 2015, at 4:00 pm at the BOCES Educational Service Center, 40 West Main Street, Canton, New York 13617.**

6. [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:**

- **Electronics ([Innovations I](#) & [Innovations II](#))**
- **Electronics ([Innovations III](#) & [Innovations IV](#))**
- **[Health Careers I](#)**
- **[Health Careers II](#)**

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 \$150,000 from the General Fund 002 CoSer into Capital Fund for the following projects:**

- **CTE Renovation Projects**

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

*Rationale: Board approval is required for this conference due to the conference being held out of state.*

**A motion is required to approve the staff conference request for William Robbins to attend the NEC Display Solutions of America Dealer/Service Training in Quakertown, PA from July 6 – 9, 2015.**

9. [Donation from Madison-Oneida BOCES](#)  
(In accordance with [Board Policy #4230](#) – Acceptance of Gifts, Grants, and Bequests to BOCES)

**A motion is needed to accept the donation of the three (3) gallon electric steam kettle with stand with an approximate value of \$3,000 from the Madison-Oneida BOCES to the Northwest Technical Center Culinary Arts program.**

10. Appointment of Educational Technology Specialist Intern  
(In accordance with [Board Policy #5150](#) – Recruitment, Selection, and Appointment of Personnel)

Professional Statement:

*Ms. Emily Fritz is completing the M.S. Ed. Educational Technology Program at SUNY Potsdam and will be certified as an Educational Technology Specialist upon completion of her internship. Ms. Fritz' first NYS teacher certification is Early Childhood/Childhood Education, Birth-Grade 6. She completed the requirements for this certification at SUNY Potsdam through undergraduate studies. Ms. Fritz student taught at Malone Central School.*

**A motion is needed to approve the temporary appointment of Emily Fritz to the unpaid position of Educational Technology Specialist Intern, totaling 100 hours, to shadow Educational Technology Specialists, effective June 1, 2015 through December 30, 2015 with the initial assignment being ESC Canton.**

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

Professional Statement:

*Mr. Ben Davison is completing the M.S. Ed. Educational Technology Program at SUNY Potsdam and will be certified as an Educational Technology Specialist upon completion of his internship and final courses in December 2015. Mr. Davison's first NYS teacher certification is Social Studies 7-12 with the 5-6 extension. He completed the requirements for this certification at SUNY Potsdam through undergraduate studies. Mr. Davison student taught at Harrisville Central School and Gouverneur Central School.*

**A motion is needed to approve the temporary appointment of Ben Davison to the unpaid position of Educational Technology Specialist Intern, totaling 100 hours, to shadow Educational Technology Specialists, effective June 1, 2015 through December 20, 2015 with the initial assignment being ESC Canton.**

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

*Rationale: Low bidder for the 2015 Dodge Promaster Cargo Van was Blevins Motors, for a total cost of \$30,597.50. This van is for the LRC use for the van service throughout the component districts and BOCES tech centers.*

**A motion is needed to approve the bid award for the 2015 Dodge Promaster Cargo Van, to low bidder meeting specifications.**

13. [Lease Agreement between Schwartz Realty and BOCES](#)  
(In accordance with [Board Policy #4510](#) – Facilities Planning)

**A motion is needed to approve the one-year lease agreement between Phillip Schwartz, d.b.a. Schwartz Realty, the landlord, and St. Lawrence-Lewis BOCES, the tenant. The premise to be leased is 35 Glenn Street, Massena, New York. The term of the lease shall be from July 1, 2015 – June 30, 2016. The cost for the one-year lease is \$15,100.**

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

*Rationale: Board approval is required for this conference due to the conference being held out of state and the length.*

**A motion is required to approve the staff conference request for Krista Chamberlain to attend the Summer Teacher Training Institute for Health Informatics Courses 1-2 in Columbus, OH, June 10-19, 2015. All costs associated with the conference are through the PTECH grant.**

VII. [Reports](#)

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

VIII. [Discussion Items](#)

- A. NYSSBA Annual Convention – October 18-20 – New York City

IX. [Information Items](#)

- A. Update on Facilities – K. Perretta

X. [Presentations](#)

- A. Core Grant - Stephanie Allen

XI. [Other](#)

XII. [Pass-Around Information](#)

XIII. [Adjournment](#)