



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, April 7 – 4 p.m.

St. Lawrence-Lewis BOCES 2015-16 Board of Education Goals

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

- To enhance and improve student opportunities to access coursework essential for successful preparation for college and/or career
- 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, and raise performance outcomes for students across the region.

St. Lawrence-Lewis BOCES will:

- Provide financial and operational solutions to our component school districts and other educational partners
- Work with the Board of Education Facilities Committee to complete upgrades at various sites
- Work with our Regional Partners, including Higher Education, to build and refine regional pipelines that will produce teachers and future educational leaders for the 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 March 10, 2016 Meeting](#)
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A motion is needed to approve the minutes of the March 10, 2016 Board of Education meeting.

- V. [Treasurer’s Report for period ending March 31, 2016](#)
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances

General Fund	\$ 1,354,442.17
Federal Fund	\$ 493,443.13
Trust & Agency Fund	\$ 4.08
Payroll Fund	\$ 0.00
Capital Fund	\$ 9,033.12
Capital Equipment Reserve	\$ 397,719.10

B. Current Budget Allocation

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

General Fund Budget..... \$ 61,765,378.42

A motion is needed to approve the Treasurer’s Report for the period ending March 31, 2016.

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

A motion is needed to approve the Cooperative Bid awards:

- **Produce – April 2016**
- **Custodial Supplies – 2016-2017**
- **Printed Envelopes – 2016-2017**
- **ULSD (Ultra Low Sulfur Diesel Fuel) – Beaver River CSD – 2016-2017**
- **Copy Paper – 1st Half – 2016-2017**

3. 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 Rachelle Amo, Instructional Resources – Title Coach, to attend the June Writing Institute Conference at Columbia University in New York City from Monday, June 20, 2016 through Friday, June 24, 2016.

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 Nicole Warr, Instructional Resources – Coach, to attend the NMF Summer Institute in Ithaca, NY from Monday, August 8, 2016 through Thursday, August 11, 2016.

5. 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 Ronald Burke, Assistant Superintendent of Instruction, to attend the Instructional Rounds training at Harvard University, Boston, MA from Sunday, May 1, 2016 through Friday, May 6, 2016.

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

Rationale: One network printer is being purchased for Ogdensburg Free Academy; 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 network printer for Ogdensburg Free Academy.

7. [Authorization to Execute A Master Equity Lease Agreement](#)
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

A motion is needed to authorize a Master Equity Lease Agreement with Enterprise Lease Management by piggybacking off the Erie 2–Chautauqua-Cattaraugus BOCES RFP award.

8. [RANs Borrowing](#)
(In accordance with [Board Policy #4130](#) – Administrative Budget)

Rationale: The necessity of borrowing is due to the lack of revenue during the summer. This is an annual request and the loan is repaid by fiscal year end, June 2017.

A motion is needed to approve the RANs borrowing up to the amount of \$7 million.

9. [Amendment to the Wright Express Cardholders](#)
(In accordance with [Board Policy #5321](#) – Use of BOCES Credit Card)

Rationale: Rebekah Grim and Rafael Olazagasti will be assigned a BOCES vehicle, which will require each to have a gas card for travel

A motion is needed to approve the addition of Rebekah Grim and Rafael Olazagasti to the Wright Express Cardholder list for the 2015-2016 fiscal year.

VII. [Reports](#)

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

VIII. [Discussion Items](#)

IX. [Information Items](#)

- A. Update on Facilities – K. Perretta

X. Information Items (cont.)

B. NYS – School Technology Voucher Program

Patti Fisher worked with the Business Office personnel to submit invoices for software purchases and will be receiving the full amount in reimbursement. Due to a remaining balance from the School Technology Voucher Program (STVP), aka Microsoft Settlement, SED was able to reallocate funds to assist BOCES Special Education and Alternative Education programs in providing software for their students. Allocation amounts are based on 2012 enrollment numbers and equal to approximately \$104 per student. St. Lawrence-Lewis BOCES was eligible for \$24,084.26. Last year, the BOCES CTE programs received reimbursement from the STVP in the amount of \$24,705 in the first round of reimbursement.

XI. Presentations

XII. Other

A. Annual Meeting Review

(In accordance with [Board Policy #1437](#) – Annual Meeting)

[Summary of Tentative Administrative, Capital, and Program Budgets for 2016-2017](#)

(In accordance with [Board Policy #1310](#) – Power and Duties of the Board and its Officer, in accordance with [Board Policy #4110](#) – Budget Planning and Preparation, and in accordance with [Board Policy #4120](#) – Budget Development and Adoption)

Action will be requested to adopt the BOCES administrative, Capital, and Program Budgets for 2016-2017 at the May 11, 2016 meeting of the Board of Cooperative Educational Services. This action can be initiated after the component boards of education have voted on the BOCES Administrative Budget, as presented at the BOCES Annual Meeting. The voting date, April 18, 2016, was designated by the BOCES Board President, pursuant to §1950 subdivision 2-a (b) of the Education Law of the State of New York.

B. [Claims Auditor Report for quarter ending March 31, 2016](#)

XIII. Pass-Around Information

XIV. Adjournment