



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, December 10, 2015 - 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 November 12, 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 November 12, 2015 Board of Education meeting.

- V. [Treasurer’s Report for period ending November 30, 2015](#)
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances

General Fund	\$ 5,986,105.74
Federal Fund	\$ 510,318.49
Trust & Agency Fund	\$ 30.91
Payroll Fund	\$ 0.00
Capital Fund	\$ 49,425.48
Capital Equipment Reserve	\$ 397,705.83

B. Current Budget Allocation

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

General Fund Budget..... \$ 60,450,250.09

A motion is needed to approve the Treasurer’s Report for the period ending November 30, 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. Cooperative Bids
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

A motion is needed to approve the Cooperative Bid awards:

- **Produce – December 2015**
- **Institutional Paper – 2nd Half – 2015-2016**
- **Monthly Deliveries of Institutional Paper for 2015-2016**
- **Copy Paper – 2nd Half – 2015-2016**
- **Toners & Ink – 2nd Half – 2015-2016**

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

Rationale: BOCES will be purchasing two vehicles – one (1) Toyota Highlander LE and one (1) Toyota RAV4 LE.

Low bidder for the 2016 Toyota Highlander LE is Waite Toyota at the cost of \$31,920 with additional government fees (\$97.50) for a total invoice of \$32,017.50.

Low bidder for the 2016 Toyota RAV4 LE is TJ Toyota at the cost of \$25,900 with additional government fees (\$97.50) and a tonneau cover (\$90) for a total invoice of \$26,087.50

A motion is needed to approve the Local Bid awards for one (1) 2016 Toyota Highlander LE from Waite Toyota for a total invoice of \$32,017.50 and one (1) 2016 Toyota RAV4 LE from TJ Toyota for a total invoice of \$26,087.50.

4. Increase Funding for Technical Center Project
(In accordance with [Board Policy #4130](#) – Administration of Budget)

Rationale: The increase in funding is due to change orders E1 and E2 for TEL, Inc., and architect expenses.

A motion is needed to approve the increase in funding for the Technical Center Project #519000-0012-010 to \$552,853 by budgetary appropriation.

5. Disposal of BOCES Property
(In accordance with [Board Policy #4431](#) – Disposal of BOCES Property)

A motion is needed donate 23 books, The 7 Habits of Highly Effective People, to the Champlain Valley BOCES. The books are no longer utilized in our BOCES.

6. [Professional Development Plan \(PDP\) for 2015-2016 – By Division](#)
(In accordance with Commissioner’s Regulations as mandated by Part 100.2)

A motion is needed to approve the St. Lawrence-Lewis BOCES professional Development Plan (PDP) as mandated by Part 100.2 of the Commissioner’s Regulations.

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

Rationale: *The installment purchases with Xerox for seven (7) network printers for Lisbon central School; 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 purchases with Xerox for seven (7) network printers for Lisbon Central School.

8. [Declaration of the Work at Southwest Technical Center as Public Emergency Project](#)
(Laws of NY, Consolidated Laws, PBB, Article 2; Section 9 (construction emergencies))

Rationale: *The public emergency is defined by the General Municipal Law as an accident or other unforeseen occurrence or condition affecting public buildings, public property, or life, health, safety, or property.*

The condition must require immediate corrective action which cannot await execution of proper bidding procedures (opinion of the State Comptroller, 60-905).

It is clear that the mitigation activities necessary to dispense with an emergency are needed immediately and are temporary in nature. They do not involve capital construction in the usual sense, and do not require approval of the Commissioner. Expenses incurred to mitigate the effects of an emergency are ordinary contingent expenses (opinion of Education Counsel, #213).

A motion is needed to approve the declaration of the potable water system work at Southwest Technical Center as a public emergency due to health and safety concerns. (General Municipal Law)

9. [Amendment to Hourly/Per-Diem/Stipend Rates for 2015-2016](#)
(In accordance with [Board Policy #5151](#) – Temporary and Part-time Employees)

A motion is needed to approve the amendment to the Hourly/Per-Diem/Stipend rates for the 2015-2016 fiscal year.

VII. Reports

- A. [Thomas R. Burns, District Superintendent](#)
- B. [Ronald Burke, Assistant Superintendent for Instruction](#)
- C. [Administrative Department Goals for 2015-2016](#)

The 2015-2016 goals are posted for board member review. The Board may ask questions, however, there will not be formal discussion.

VIII. Discussion Items

- A. Jessica Cohen and Alan Pole, Education Consultants

IX. Information Items

- A. Update on Facilities – K. Perretta

X. Presentations

- A. GPS for Success – Rachelle Romoda

XI. Other

XII. Pass-Around Information

XIII. Adjournment