

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

**August 20, 2015**  
**Board Approved September 10, 2015**

The Regular Meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, August 20, 2015, St. Lawrence-Lewis BOCES, Educational Services Center, 40 West Main Street, Canton, New York. The Board President, Roger M. Bennett called the meeting to order at 6.00 p.m.

ROLL CALL

Present: Roger Bennett, Dana Smith, Marjorie McCullough, Nancy Cappellino, James Lattimer, Andrea Webb, James Young, Shelli Prespare-Weston and Jack Zeh

Absent: None

Others: Thomas R. Burns, Susan Collins-Rickett, Renee' Langtry-Green, Jane Akins, Maureen Bouchey, Nicole Ashley, Ronald Burke and Jennifer French

No. 2016-037  
APPROVAL OF  
MINUTES  
JULY 9, 2015

Motion made by Smith, seconded by McCullough, to approve the minutes of the Organizational and Regular Board Meeting of July 9, 2015. (In accordance with Board Policy #1432)

Yeas: All members present

Nays: None

No. 2016-038  
TREASURER'S  
REPORT

Motion made by McCullough, seconded by Smith, to accept the Treasurer's Report for period ending July 31, 2015. (In accordance with Board Policy #1432)

July 31, 2015

General Fund.....	\$ 577,927.76
Federal Fund.....	\$1,231,124.30
Trust & Agency.....	\$ 19.86
Payroll Fund.....	\$ 0.00
Capital Equipment Reserve Fund.....	\$ 397,683.71
Capital Fund.....	\$ 26,991.58

Current Budget Allocation

General Fund Budget ..... \$59,540,089.93

Yeas: All Members Present  
Nays: None

No. 2016-039  
ALL PERSONNEL  
BOARD ACTION  
AS FOLLOWS:

Motion made by Smith, seconded by McCullough. 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 and the following Resolutions:

Appointments for Regular Probationary Periods for Four Years (Classroom Teacher or Building Principal):

Resolved, the attached expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted Tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or Highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

Appointments to Probationary Periods of Fewer than Four Years (Teachers):

Resolved, the attached expiration date is tentative and conditional only. In order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective to the extent required by the applicable provisions of the Education Law, the Rules of the Board of Regents and the Regulations of the Commissioner of Education, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

*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. 2016-040  
LOCAL BIDS  
NWT - #37,  
SWT - #19 &  
SATC - #1  
BUILDING  
MATERIALS &  
SUPPLIES

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 following Local Bid award to the bidder meeting specifications. (In accordance with Board Policy #4310):

All three (3 ) Tech Centers:

- Cabinets (all centers) – Route 37 Building Supply - \$25,232.25
- Electrical (all centers) – Everything Electric - \$10,968.42
- Plumbing (all centers) – White’s Lumber - \$6,023.31
- General Building Materials (NWT & SWT) – White’s Lumber - \$65,322.98
- General Building Materials (SATC) – J.C. Merriman - \$33,045.57

Yeas: All members present

Nays: None

No. 2016-041  
CONFERENCE  
REQUEST  
APPROVAL  
NOVEMBER 4-8,  
2015  
COLUMBUS, OH  
KELLY WILSON

Motion made by Webb, seconded by Young. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the staff conference request for Kelly Wilson to attend the American Association of School Librarians Conference in Columbus, Ohio from Wednesday, November 4 through Sunday, November 8, 2015. (In accordance with Board Policy #5211)

Yeas: All members present  
Nays: None

No. 2016-042  
CONFERENCE  
REQUEST  
APPROVAL  
AUGUST 3-7,  
2015  
COLUMBIA UNIV.  
RACHELLE AMO

Motion made by Webb, seconded by Young. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the staff conference request for Rachelle Amo to attend the Teaching of Reading & Writing Conference at the Teachers College, Columbia University in New York City from Monday, August 3 through Friday, August 7, 2015. (In accordance with Board Policy #5211)

Yeas: All members present  
Nays: None

No. 2016-043  
ADOPTION OF  
THE STATE OF NY  
DEFERRED  
COMPENSATION  
COMPENSATION

Motion made by McCullough, seconded by Weston. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the adoption of the following Resolution of the State of New York Deferred Compensation Plan: (In accordance with Board Policy #5330)

WHEREAS, the St. Lawrence-Lewis BOCES wishes to adopt the Deferred Compensation Plan for Employees of the State of New York and Other Participating Public Jurisdictions (the "Plan") for voluntary participation of all eligible employees; and

WHEREAS, the St. Lawrence-Lewis BOCES is a local public employer eligible to adopt the Plan pursuant to Section 5 of the State Finance Law and

WHEREAS, the St. Lawrence-Lewis BOCES has reviewed the Plan established in accordance with Section 457 of the Internal Revenue Code and Section 5 of the State Finance Law of the State of New York; and

WHEREAS, the purpose of the Plan is to encourage employees to make and continue careers with the St. Lawrence-Lewis BOCES by providing eligible employees with a convenient and tax-favored method of saving on a regular and long-term bases and thereby provide for their retirement;

NOW, THEREFORE, it is hereby:

RESOLVED, that the St. Lawrence-Lewis BOCES hereby adopts the Plan for voluntary participation of all eligible employees; and it is further

RESOLVED, that the appropriate officials of the St. Lawrence-Lewis BOCES are hereby authorized to take such actions and enter such agreements as are required or necessary for the adoption, implementation, and maintenance of the Plan; and it is further

RESOLVED, that the Administrative Services Agency is hereby authorized to file copies of these resolutions and other required documents with the President of the State of New York Civil Service Commission.

Yeas: All members present  
Nays: None

No. 2016-044  
APPROVAL  
OF THE  
AMENDED  
CODE OF  
CONDUCT

Motion made by Young, seconded by McCullough. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the annual Code of Conduct, with changes from the July 9, 2015 Board meeting, as required by Education Law. (In accordance with Board Policy #2410)

Yeas: All members present  
Nays: None

No. 2016-045  
APPROVAL  
TO AMEND BANK  
OF AMERICA  
CARDHOLDERS  
REMOVE (NANCY  
AVERY) ADD  
JANE AKINS

Motion made by McCullough, seconded by Weston. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the removal of Nancy Avery and the addition of Jane Akins to the Bank of America credit cardholder list as presented for the 2015-2016 fiscal year. (In accordance with Board Policy #5321)

Yeas: All members present  
Nays: None

No. 2016-046  
NON-INSTRUC.  
ADMIN.  
ADDENDUM

Motion made by Webb, seconded by Weston. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the changes in the Non-Instructional Administrators Addendum. (In accordance with Board Policy #5230)

Yeas: All members present

Nays: None

No. 2016-047  
CERTIFIED  
ADMIN.  
ADDENDUM

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 changes to the Certified Administrators Addendum. (In accordance with Board Policy #5230)

Yeas: All members present

Nays: None

No. 2016-048  
SUPPORT STAFF  
ADDENDUM  
EMPLOYEE  
HANDBOOK

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 changes in the Support Staff Addendum of the Employee Handbook. (In accordance with Board Policy #5230)

Yeas: All members present

Nays: None

No. 2016-049  
ESTABLISH  
HOURLY/  
PER DIEM/  
STIPEND RATES  
2015-2016

Motion made by Weston, seconded by Webb. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the established Hourly/Per-Diem/Stipend rates for the 2015-2016 fiscal year. (In accordance with Board Policy #5151)

Yeas: All members present

Nays: None

No. 2016-050  
DONATION  
FROM LOWE'S  
OGDENSBURG,  
NEW YORK

Motion made by Young, seconded by McCullough. 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 57 small engine tune-up kits from Lowe's in Ogdensburg for the Northwest Technical Center. The value of the kits is \$450. (In accordance with Board Policy #4230)

Yeas: All members present  
Nays: None

No. 2016-051  
COOPERATIVE  
BIDS

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 Cooperative Bid award to lowest bidder meeting specifications for the following categories: (In accordance with Board Policy #4310)

a. Produce – May-June 2015

Yeas: All members present  
Nays: None

Reports:

Thomas R. Burns, District Superintendent/Executive Officer  
Ronald Burke, Assistant Superintendent for Instruction

Discussion:

NYSSBA Annual Convention – October 18-20, 2015 – New York City  
Pre-School Special Education

Information:

- Update on Facilities

Presentations: None

Other: Board Self-Evaluation Form

Pass-Around Information:

No. 2016-052  
EXECUTIVE  
SESSION

Motion made by Young, seconded by McCullough to enter into Executive Session at 6:55 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 7:35 p.m.

No. 2016-053  
ADJOURNMENT

Motion made by Smith, seconded by McCullough to adjourn the meeting at 7:36 p.m.

Yeas: All Members Present  
Nays: None

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