



**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 6, 2017 at 4 p.m.

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### **St. Lawrence-Lewis BOCES 2016-2017 Board of Education Goals**

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

- To enhance and increase student opportunities to access coursework essential for successful preparation for college and/or career.
- To promote 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, including input from our component school district partners.
- 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 9, 2017 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 9, 2017 Board of Education meeting.**

- V. Treasurer’s Report for period ending March 31, 2017  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances

General Fund	\$ 2,431,862.01
Federal Fund	\$ 540,401.54
Trust & Agency Fund	\$ 88.70
Capital Renovation Project	\$ 9,034.08
Capital Equipment Reserve	\$ 310,554.06
Payroll	\$ 0.00

B. Current Budget Allocation

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

General Fund Budget..... \$ 65,419,877.37

**A motion is needed to approve the Treasurer’s Report for the period ending March 31, 2017.**

- 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 2017**
- **Fuel Oil – re-bid**
- **Gasoline – re-bid**
- **Custodial Supplies**
- **Printed Envelopes**

3. Adoption of the 2017-2018 Common School Calendar  
(In accordance with [Board Policy #7320](#) – School Calendar/School Day)

*Rationale: The common school calendar for the 2017-2018 school year has been adopted and approved by the majority of the component school districts in the St. Lawrence-Lewis BOCES Sole Supervisory District. The calendar, as presented, is ready for approval and adoption by the BOCES Board of Education.*

**A motion is needed to adopt the 2017-2018 Common School Calendar for the St. Lawrence-Lewis BOCES Sole Supervisory District, as approved and adopted by the majority of the component school districts.**

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

**A motion is needed to approve the bid award for the low bidder meeting specifications for the plasma cutting system for Northwest Technical Center:**

- **Haun Welding Supply, Massena, New York**
- **Torchmate 4800-FC80 CNC Plasma Cutting Table, 4x8 cutting area, \$26,960.55**
- **Educational Software Licensing Unlimited Seats Upgrade \$539.45**

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

**A motion is needed to approve the bid award for the low bidder meeting specifications for the Northwest Technical Center welding booth electrical service improvement project:**

- **Tel, Inc.**
- **Cost for Labor & Materials - \$34,000.00**

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

**A motion is needed to approve the three-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 (back classroom space – 600 square feet). The term of the lease shall be from July 1, 2017– June 30, 2020. For each of the three years, the rent will be \$10,800 annually, billed quarterly at \$2,700.**

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

**A motion is needed to approve the temporary appointment of Nicki O'Donnell, to the unpaid position of Administrative Intern for the Ogdensburg Summer School program, effective July 1, 2017 through August 31, 2017.**

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

**A motion is needed to approve the temporary appointment of William Lint, to the unpaid position of Administrative Intern for the Massena Summer School program, effective July 1, 2017 through August 31, 2017.**

9. [Appointment of Student Internship](#)  
(In accordance with [Board Policy #5150](#) – Recruitment, Selection, and Appointment of Personnel)

**A motion is needed to approve the student internships for Matt Hummell and Brandon McPherson, Natural Resource students at Seaway Technical Center. Matt and Brandon's internships are with the maintenance department at Seaway Technical Center for the months of May and June 2017.**

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

*Rationale: The conference request is for Artie Frego to attend the National Farm to School Network/SNA NLC Conference in Denver, Colorado from May 2, 2017 through May 6, 2017. All costs will be covered by the National Farm to School Network.*

**A motion is needed to approve the conference request for Artie Frego to attend the National Farm to School Network/SNA NLC Conference in Denver, Colorado from May 2, 2017 through May 6, 2017.**

11. Fire Inspection Reports  
(As mandated by §807 (a) f Commissioner Regulations; 8 New York Code of Rules and Regulations (NYCRR) §155.8; 19 NYCCR Part 1225; Manual for Fire and Building Safety Inspections in Public and Non-public Schools, SED, revised January 2004)

**A motion is needed to accept the Annual Fire Inspection conducted on February 23, 2017.**

12. Master Intergovernmental Cooperative Purchasing Agreement  
(In accordance with [Board Policy # 4310](#) – Purchasing Policy)

**A motion is needed to approve the Master Intergovernmental Cooperative Purchasing Agreement with National Intergovernmental Purchasing Alliance Company.**

13. RANs Borrowing

*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 2018.*

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

VII. Reports

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

VIII. Discussion Items

IX. Information Items

A. Update on Facilities – K. Perretta

X. Presentations

XI. Other

A. Annual Meeting Review

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

[Summary of Tentative Administrative, Capital, and Program Budgets for 2017-2018](#)

(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 2017-2018 at the May 11, 2017 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 25, 2017, 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, 2017](#)

XII. Pass-Around Information

XIII. Adjournment