



**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, February 9, 2017 - 6 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.

**5:45 pm** Public Hearing on the [District-wide Safety Plan](#)

### **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 January 12, 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 January 12, 2017 Board of Education meeting.**

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

A. Account Balances

General Fund	\$ 3,554,507.81
Federal Fund	\$ 835,671.18
Trust & Agency Fund	\$ 68.92
Capital Renovation Project	\$ 9,033.93
Capital Equipment Reserve	\$ 310,549.04
Payroll	\$ 0.00

B. Current Budget Allocation

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

General Fund Budget..... \$ 65,554,073.93

**A motion is needed to approve the Treasurer’s Report for the period ending January 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 – February 2017

3. Authorize Transfer of Monies  
(In accordance with [Board Policy #4130](#) – Administration of Budget)

*Rationale: The transfer of \$49,846.88 from the General Fund (A 601-00) into the Reserve for Accrued Employee Benefits Liability (A 687-00) is due to the change in our procedure to accrue and pay out sick and vacation days. The balance in the liability account (A 601-00) will be transferred to the reserve fund and begin charging accruals directly to this reserve.*

**A motion is needed to approve the transfer of \$49,846.88 from the General Fund (A 601-00) into the Reserve for Accrued Employee Benefits Liability (A687-00).**

4. Donation to Lisbon Central School  
(In accordance with [Board Policy # 4310](#) – Purchasing Policy)

**A motion is needed to approve donation of the 2006 Kioti tractor/loader, 4WD, 45 HP, with cab to Lisbon Central School District.**

5. Approval of District-wide Safety Plan  
(In accordance with [Board Policy #4510](#) – Facilities Planning)

**A motion is needed to approve the District-wide Safety Plan in accordance with Section 155.17 of the Regulations of the Commissioner of Education.**

6. Amendment to the Authorized Credit Card Listing – Bank of America  
(In accordance with [Board Policy #5321](#) – Use of BOCES Credit Card)

*Rationale: Ronald Burke recently resigned his position as Assistant Superintendent for Instruction. The Board of Education approved the appointment of Darin Saiff as Assistant Superintendent for Instruction.*

**A motion is needed to amend the current Bank of America credit card listing to include Mr. Darin Saiff, Assistant Superintendent for Instruction and to remove Mr. Ronald Burke.**

7. Amendment to the Authorized Credit Card Listing – Wright Gas Card  
(In accordance with [Board Policy #5321](#) – Use of BOCES Credit Card)

*Rationale: Ronald Burke recently resigned his position as Assistant Superintendent for Instruction. The Board of Education approved the appointment of Darin Saiff as Assistant Superintendent for Instruction.*

**A motion is needed to amend the current Wright Gas Card listing to include Mr. Darin Saiff, Assistant Superintendent for Instruction and to remove Mr. Ronald Burke.**

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

*Rationale: This provides BOCES another avenue for purchasing other than state contract.*

**A motion is required to approve the National Cooperative Purchasing Alliance - Master Intergovernmental Cooperative Purchasing Agreement.**

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

**A motion is needed to approve the bid award for the nail salon exhaust upgrades at Northwest Technical Center to the low bidder meeting specifications – Northern Mechanical in the amount of \$24,500.00.**

10. Intermunicipal Cooperation Agreement  
(In accordance with [Board Policy # 4310](#) – Purchasing Policy)

**A motion is needed to approve the Intermunicipal Cooperation Agreement between St. Lawrence-Lewis BOCES and County of Franklin for the term of February 2, 2017 through January 31, 2018.**

11. Donation  
(In accordance with [Board Policy #4230](#) – Acceptance of Gifts, Grants, and Bequests to BOCES)

**A motion is needed to accept the donation of a \$500.00 gift card from Price Chopper to be used in purchasing items needed for students in need through McKinney-Vento.**

VII. Reports

- A. [Thomas R. Burns, District Superintendent](#)
- B. [Stephen Putman, Interim Assistant Superintendent for Instruction](#)

VIII. Discussion Items

IX. Information Items

- A. Update on Facilities – K. Perretta
- B. [Three-Year CTE Enrollment Data](#)
- C. Ag Academy Open House – Thursday, February 16<sup>th</sup> from 6-7:30 pm
- D. Gateways – Wednesday, March 22, 2017 from 8 am – 12 noon – Roos House

X. Presentations

XI. Other

XII. Pass-Around Information

XIII. Adjournment