

**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 of Education Meeting Date: January 12, 2017

Approved: February 9, 2017

The regular meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, January 12, 2017, St. Lawrence-Lewis BOCES, Educational Services Center, 40 W. Main Street, Canton, New York. The Board President, Roger Bennett called the meeting to order at 6:00 p.m.

Roll Call:

Present: Roger Bennett, Marjorie McCullough, Nancy Cappellino, Shelli Prespare-Weston, Jack Zeh, Michael Davis, and James Young

Via Zoom: Dana Smith

Others: Thomas R. Burns, Maureen Bouchey, Jane Akins, Rafael Olazagasti, Steve Putman, Nicole Ashley, Jennifer French, and Kevin Perretta

Absent: James Lattimer and Renee' Langtry-Green

All members stood for the Pledge of Allegiance.

**No. 2017 – 114
DISTRICT CLERK
PRO-TEM**

Motion made by Smith, seconded by McCullough, to approve Maureen Bouchey as District Clerk Pro-Tem.

Yeas: All members present
Nays: None

**No. 2017 – 115
APPROVAL OF
MINUTES –
December 8, 2016**

Motion made by Young, seconded by Smith, to approve the minutes of the regular Board meeting of December 8, 2016.

(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

Yeas: All members present
Nays: None

**No. 2017 – 116
TREASURER'S
REPORT**

Motion made by Cappellino, seconded by McCullough, to accept the Treasurer's Report for the period ending December 31, 2016.

September 30, 2016:

General Fund	\$ 3,679,158.90
Federal Fund	\$ 443,885.00
Trust & Agency Fund	\$ 75.91
Payroll Fund	\$ 0.00
Capital Fund	\$ 9,033.85
Capital Equipment Reserve	\$ 310,546.41

Current Budget Allocation:

General Fund Budget..... \$ 65,613,893.40

(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

Yeas: All members present
Nays: None

**No. 2017 – 117
ALL [PERSONNEL](#)
BOARD ACTION AS
FOLLOWS:**

Motion made by Young, seconded by Prespare-Weston.
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: 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.

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

Yeas: All members present
Nays: None

**No. 2017 – 118
TRANSPORTATION
OF STUDENTS**

Motion made by McCullough, 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 BOCES employed Agricultural Studies Academy staff to transport students to local work sites using a Cornell Cooperative Extension (CCE) vehicle. Staff will be insured under CCE insurance.

(In accordance with [Board Policy #7310](#) – Field Trips)

Yeas: All members present
Nays: None

**No. 2017 – 119
[PE CREDIT FOR AG
PROGRAM](#)**

Motion made by Smith, seconded by Davis.
Resolved that the Board of Education of the St. Lawrence-Lewis BOCES, upon recommendation of District Superintendent Burns, does hereby approve the daily and special activities integrated into the

curriculum structure of students at the St. Lawrence-Lewis Agricultural Studies Academy, under the guidance of Agricultural Studies instructors, be approved for NYS required Physical Education credit.

(In accordance with [Board Policy #7150](#) – Evaluation of Instructional Program & Services)

Yeas: All members present

Nays: None

**No. 2017 – 120
COOPERATIVE BIDS**

Motion made by McCullough, 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 Cooperative Bid Award to lowest bidder meeting specifications for the following categories:

- Produce – January 2017
- Cafeteria Foods Bid for February 2017-July 2017 for the SLL/JL/FEF BOCES Group
- Cafeteria Foods Bid for February 2017 – July 2017 for the Clinton-Essex BOCES Group

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

Yeas: All members present

Nays: None

**No. 2017 – 121
VENDOR OF CHOICE
FOR LASERFICHE
AND EFORMS
SOFTWARE**

Motion made by Young, seconded by Prespare-Weston.
Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the following:

WHEREAS, St. Lawrence-Lewis BOCES has contracted with General Code for the installation and maintenance of the Laserfiche software for the past two years AND;

WHEREAS, St. Lawrence-Lewis BOCES has contracted with General Code for the installation and maintenance of the Eforms software for the past year AND;

WHEREAS, St. Lawrence-Lewis BOCES has contracted with General Code for additional training and setup of forms through the Eforms software to be completed in the next year AND:

WHEREAS, St. Lawrence-Lewis BOCES feels General Code is familiar with the set-up and installation of the records for the BOCES and the component school districts that are part of the Records Storage CoSer AND;

WHEREAS, St. Lawrence-Lewis BOCES feels it could be detrimental to the integrity of the system and time consuming to switch vendors.

NOW, THEREFORE, in consideration of these concerns, the St. Lawrence-Lewis will designate General Code as the sole source vendor and will use General Code exclusively.

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

Yeas: All members present

Nays: None

No. 2017 – 122
2016 AMENDMENT
TO THE MUNICIPAL
COOPERATIVE
AGREEMENT FOR
THE ST.
LAWRENCE-LEWIS
COUNTIES SCHOOL
DISTRICT
EMPLOYEES
MEDICAL PLAN

Motion made by Cappellino, 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 following:

WHEREAS, the St. Lawrence-Lewis BOCES is a Participant in the St. Lawrence-Lewis Counties School District Employees Medical Plan (the “Consortium”), a municipal cooperative organized under Article 5-G of the New York General Municipal Law; and

WHEREAS, the municipal participants in the Consortium, including this body, have approved and executed a certain Municipal Cooperation Agreement (the “Agreement”), which provides for the operation and governance of the Consortium; and

WHEREAS, Article 47 of the New York Insurance Law (the “Insurance Law”) and the rules and regulations of the New York State Superintendent of Insurance set forth certain requirements for governance of municipal cooperatives which offer self-insured municipal cooperative health insurance plans; and

WHEREAS, Section 4705 of the Insurance Law outlines required language to be included in the Agreement of a self-insured municipal cooperative issued a Certificate of Authority pursuant to Article 47 of the Insurance Law; and

WHEREAS, the New York State Department of Financial Service recently completed an audit of the Consortium to include the language contained in the Agreement citing several required amendments; and

WHEREAS, by resolution adopted on October 18, 2016, the Consortium’s Board approved an amendment to modify the Agreement as directed by the New York State Department of Financial Services, all as more fully set forth in the 2016 Amendment to the Municipal Cooperative Agreement attached hereto as Exhibit “A” (the “2016” Amendment”); and

WHEREAS, Section Q of the Agreement requires that any change or amendment to the Agreement shall require the unanimous approval of the Participants, as authorized by their respective boards of education; and

WHEREAS, the St. Lawrence-Lewis BOCES has determined that it is in the best interest of its constituents who are served by the Consortium to amend the Agreement as set forth in the attached 2016 Amendment, now therefore be it

RESOLVED that the Board of Education of the St. Lawrence-Lewis BOCES approves the following:

Section 1. The 2016 Amendment to the Municipal Cooperative Agreement of the St. Lawrence-Lewis Counties School District Employees Medical Plan attached to this Resolution is approved.

Section 2. The St. Lawrence-Lewis BOCES District Clerk is hereby authorized to execute this Resolution to indicate its approval, deliver a copy thereof to the Board of the St. Lawrence-Lewis Counties School District Employees Medical Plan, and take any other such actions as may be required by law.

Section 3. This Resolution shall take effect immediately.

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

Yeas: All members present

Nays: None

**No. 2017 – 123
WRIGHT EXPRESS
CARD LISTING**

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 addition of Lisa Derouchie to the authorized Wright Express (gas card) cardholder listing.

Yeas: All members present

Nays: None

REPORTS:

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

DISCUSSION ITEMS:

**INFORMATION
ITEMS:**

Update on Facilities – K. Perretta

Legislative Breakfast Dates:

- February 3, 2017 from 10 am – 12 noon
- February 10, 2017 from 9 am – 11 am

Board of Education Vacancies

Gateways – Wednesday, March 22, 2017 from 8 am – 12 noon at SUNY Canton Roos House

PRESENTATIONS:

None

OTHER: [Claims Auditor Report](#)

**PASS-AROUND
INFORMATION:** None

**No. 2017 – 124
EXECUTIVE
SESSION**

Motion made by Smith, seconded by Prespare-Weston.
Resolved, that the Board of Education of the St. Lawrence-Lewis
BOCES, upon the recommendation of District Superintendent Burns,
does hereby enter into executive session for the medical, financial,
credit, or employment history of a particular person or corporation, or
matters leading to the appointment, employment, promotion, emotion,
discipline, suspension, dismissal, or removal of a particular person or
corporation at 6:40 pm.

Yeas: All members present
Nays: None

The Board returned from Executive Session at 7:31 p.m.

**No. 2017 – 125
ADJOURNMENT**

Motion made by Young, seconded by Zeh to adjourn the meeting at
7:32 p.m.

Yeas: All members present
Nays: None

**Maureen A. Bouchey
District Clerk, Pro-Tem**