

**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: April 6, 2017**  
Not Approved

The regular meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, April 6, 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 4:00 p.m.

**Roll Call:**

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

Via Zoom: Dana Smith

Excused: James Lattimer and Shelli Prespare-Weston

Others: Thomas R. Burns, Darin Saiff, Maureen Bouchey, Jane Akins, Nicole Ashley, Jennifer French, and Kevin Perretta

Rafael Olazagasti arrived at 4:32 pm

All members stood for the Pledge of Allegiance.

**No. 2017 – 159  
APPROVAL OF  
MINUTES –  
March 9, 2017**

Motion made by McCullough, seconded by Smith, to approve the minutes of the regular Board meeting of March 9, 2017.

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

Yeas: All members present

Nays: None

**No. 2017 – 160  
TREASURER’S  
REPORT**

Motion made by McCullough, seconded by Cappellino, to accept the Treasurer’s Report for the period ending March 31, 2017.

**March 31, 2017:**

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

**Current Budget Allocation:**

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

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

Yeas: All members present  
Nays: None

**No. 2017 – 161  
ALL [PERSONNEL](#)  
BOARD ACTION AS  
FOLLOWS:**

Motion made by Cappellino, 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: 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 – 162  
COOPERATIVE BIDS**

Motion made by Young, seconded by Zeh.  
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 – April 2017
- Fuel Oil – re-bid
- Gasoline – re-bid
- Custodial Supplies
- Printed Envelopes

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

Yeas: All members present  
Nays: None

**No. 2017 – 163  
[2017-2018 COMMON  
SCHOOL CALENDAR](#)**

Motion made by Young, seconded by Zeh.  
Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the 2017-2018 Common School Calendar.

(In accordance with [Board Policy #7320](#) – School Calendar/School Day)

Yeas: All members present  
Nays: None

**No. 2017 – 164  
LOCAL BIDS**

Motion made by Young, seconded by Davis.  
Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the bid awards 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

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

Yeas: All members present

Nays: None

**No. 2017 – 165  
LOCAL BIDS**

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

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

Yeas: All members present

Nays: None

**No. 2017 – 166  
LEASE AGREEMENT**

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

(In accordance with [Board Policy #4510](#) – Facilities Planning)

Yeas: All members present

Nays: None

**No. 2017 – 167  
ADMINISTRATIVE  
INTERN**

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 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.

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

Yeas: All members present

Nays: None

**No. 2017 – 168  
ADMINISTRATIVE  
INTERN**

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 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.

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

Yeas: All members present

Nays: None

**No. 2017 – 169  
STUDENT INTERNSHIP**

Motion made by Davis, 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 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.

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

Yeas: All members present

Nays: None

**No. 2017 – 170  
STAFF CONFERENCE**

Motion made by McCullough, seconded by Zeh.  
Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby 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.

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

Yeas: All members present

Nays: None

**No. 2017 – 171**  
**FIRE INSPECTION**  
**REPORTS**

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 Annual Fire Inspection conducted on February 23, 2017.

(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)

Yeas: All members present  
Nays: None

**No. 2017 – 172**  
**MASTER**  
**INTERGOVERNMENTAL**  
**COOPERATIVE**  
**PURCHASING**  
**AGREEMENT**

Motion made by Davis, 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 Master Intergovernmental Cooperative Purchasing Agreement with National Intergovernmental Purchasing Alliance Company.

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

Yeas: All members present  
Nays: None

**No. 2017 – 173**  
**RANs BORROWING**

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 RANs borrowing up to the amount of \$7 million.

(In accordance with [Board Policy #4130](#) – Administrative Budget)

Yeas: All members present  
Nays: None

**REPORTS:**

[Thomas R. Burns, District Superintendent](#)

[Darin Saiff, Assistant Superintendent for Instruction](#)

**DISCUSSION ITEMS:**

None

**INFORMATION ITEMS:**

Update on Facilities – K. Perretta

**PRESENTATIONS:**

None

**OTHER:**

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.

Claims Auditor Report for Quarter Ending March 31, 2017

**PASS-AROUND  
INFORMATION:**

None

**No. 2017 – 174  
ADJOURNMENT**

Motion made by Young, seconded by Davis to adjourn the meeting at 5:07 p.m.

Yeas: All members present

Nays: None

**Maureen A. Bouchey  
District Clerk**