



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, November 10, 2016 - 6 p.m.

St. Lawrence-Lewis BOCES 2015-16 Board of Education Goals

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

- To enhance and improve student opportunities to access coursework essential for successful preparation for college and/or career
- To model 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
- 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. Elect District Clerk Pro-Tem

A motion is needed to approve Maureen Bouchey as District Clerk Pro-Tem.

V. Minutes of October 13, 2016 Meeting

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

A motion is needed to approve the minutes of the October 13, 2016 Board of Education meeting.

VI. Treasurer’s Report for period ending October 31, 2016

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

A. Account Balances

General Fund	\$ 2,439,238.73
Federal Fund	\$ 340,392.39
Trust & Agency Fund	\$ 56.89
Capital Renovation Project	\$ 9,033.70
Capital Equipment Reserve	\$ 310,541.23
Payroll	\$ 0.00

B. Current Budget Allocation

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

General Fund Budget..... \$ 63,969,876.12

A motion is needed to approve the Treasurer’s Report for the period ending October 31, 2016.

VII. 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. [Acceptance of External Audit](#)
(In accordance with [Board Policy #4484](#) – Financial Accountability)

A motion is needed to accept the external audit as presented by external auditors, Bowers and Company, CPSs, PLLC.

3. [Cooperative Bids](#)
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

A motion is needed to approve the Cooperative Bid awards:

- **Produce - November 2016**

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

Rationale: The conference request is for Patricia Gilbert to attend the Young Dairy Leader Institute from February 8 through February 12, 2017 in Phoenix, AZ. The cost of the conference will be paid through the Perkins Grant and Ag Studies.

A motion is needed to approve the conference request for Patricia Gilbert to attend the Young Dairy Leader Institute from February 8 through February 12, 2017 in Phoenix, AZ.

5. Building Safety Plans – Northwest Tech, Seaway Tech, & Southwest Tech
(In accordance with [Board Policy #4510](#) – Facilities Planning)

A motion is needed to approve the building safety plans for Northwest Tech, Seaway Tech, and Southwest Tech.

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

A motion is needed to approve the Intermunicipal Cooperative Agreement between the St. Lawrence-Lewis BOCES and the County of Clinton.

7. [Board of Education Goals for 2016-2017](#)
(In accordance with [Board Policy #1540](#) – Board Self Evaluation)

A motion is needed to accept and adopt the Board of Education Goals for 2016-2017.

8. [Disaster Recovery Plan](#)
(In accordance with [Board Policy #4570](#) – Records Management)

Rationale: This plan meets the recommendation of the Internal Audit Risk Assessment. The plan has been updated and requires approval. The plan will be utilized should data be lost, both student and financial, off-site storage of back-up files will be available. The plan covers all unforeseen catastrophes with regards to data storage.

A motion is needed to approve the updated Disaster Recovery Plan for Information Technology for BOCES-wide data storage and recovery.

9. [Contract Amendment](#)
(In accordance with [Board Policy #1310](#) – Powers and Duties of the Board and its Officers)

A motion is needed to approve Amendment #2 to the Employment Agreement between the St. Lawrence-Lewis BOCES District Superintendent and the St. Lawrence-Lewis BOCES Board of Education.

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

Rationale: The conference request is for Amanda Sharlow and Jill Farrand to attend the Coaching Institute on the Teaching of Writing at Columbia University in New York City from Sunday, January 22 through Wednesday, January 25, 2017

A motion is needed to approve the conference request for Amanda Sharlow and Jill Farrand to attend the Coaching Institute on the Teaching of Writing at Columbia University in New York City from January 22 through January 25, 2017.

11. [Approval of Wright Express Card \(gas card\)](#)
(In accordance with [Board Policy #5321](#) – Use of BOCES Credit Card)

Rationale: The listing has been revised to reflect the removal of staff that no longer require the use of the credit card.

A motion is needed to approve the Wright Express card listing as presented for the 2016-2017 fiscal year.

VIII. Reports

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

IX. Discussion Items

X. Information Items

- A. Update on Facilities – K. Perretta
- B. Regent Ouderkirk Dinner sponsored by St. Lawrence-Lewis Counties School Boards Association – Tuesday, November 29, 2016 at Northwest Technical Center

XI. Presentations

- A. Presentation by Nicole Charleson – Math Grant
- B. [Presentation](#) by Roberta Stillin-Dowman & Katie Lynch – McKinney-Vinto Grant

XII. Other

XIII. Pass-Around Information

XIV. Adjournment