



**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, August 17, 2017 - 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 July 6, 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 July 6, 2017 Board of Education meeting.**

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

A. Account Balances

General Fund	\$ 1,764,773.46
Federal Fund	\$ 217,210.11
Trust & Agency Fund	\$ 85.74
Payroll Fund	\$ 0.00
Capital Renovation Project	\$ 343,170.16
Capital Equipment Reserve	\$ 310,564.44

B. Current Budget Allocation

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

General Fund Budget..... \$ 62,221,879.24

**A motion is needed to approve the Treasurer’s Report for the period ending July 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. Local Bids  
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

**A motion is needed to approve the bid awards for building materials, to low bidder meeting specifications for Northwest CTE Center – Modular Home #39, Southwest CTE Center – Modular Home #21, and Seaway CTE Center – Modular Home #3:**

**Northwest CTE Center – Modular Home #39**

- General Bldg. Materials – Merriman’s - \$35,775.92
- Electrical – Everything Electric - \$4,404.09
- Cabinets – White’s Lumber - \$7,921.88
- Plumbing – Bicknell - \$2,822.34

**Total: \$50,924.23**

**Southwest CTE Center – Modular Home #21**

- General Bldg. Materials – White’s Lumber - \$36,168.24
- Electrical – Everything Electric - \$4,402.91
- Cabinets – White’s Lumber - \$7,921.88
- Plumbing – Bicknell - \$2,636.04

**Total: \$51,129.07**

**Seaway CTE Center – Modular Home #3**

- General Bldg. Materials – Merriman’s - \$35,775.92
- Electrical – Everything Electric - \$4,321.95
- Cabinets – White’s Lumber - \$7,905.98
- Plumbing – Bicknell - \$2,846.19

**Total: \$50,850.04**

**Grand Total Bid: \$152,903.34**

3. Certification of Lead Evaluators of Building Principals/Instructional Supervisors  
(In accordance with NYCRR)

**A motion is needed to approve Darin Saiff, Jane Akins, Renee’ Langtry-Green, Jennifer French, and Rafael Olazagasti as Qualified Lead Evaluators of building principals/instructional supervisors having successfully completed the training requirements prescribed in 8 NYCRR § 30-2.9 (b).**

4. Certification of Lead Evaluators of Classroom Teachers  
(In accordance with NYCRR)

**A motion is needed to approve:**

Renee’ Langtry-Green  
Susan Bouchey  
Caralee Kardash  
Emilyann McGregor  
Jacqueline Bill  
Rachel O’Donnell  
Lori Montpetit

Darin Saiff  
Patti Fisher  
Rachelle Romoda  
Robert Kotz  
Laura Lewis-Brown  
Jill Farrand

Jane Akins  
Larry Jenne  
Stephen Putman  
Kristen Zender

**as Qualified Lead Evaluators of classroom teachers having successfully completed the training requirements prescribed in 8 NYCRR § 30-2.9 (b).**

5. Installment Purchase

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

*Rationale: The equipment is being purchased through CoSer 506, Instructional Technology. In accordance with NYS Education Law, installment purchases require approval by board resolution and approval by the State Education Department.*

**A motion is needed to approve the installment purchases with Xerox for six (6) network printers for Ogdensburg Free Academy.**

6. Approval of [Policy #4515 – Carbon Monoxide Safety](#)

(In accordance with [Board Policy #1410](#) – Formulation, Amendment, and Adoption of Policy)

**A motion is needed to approve the Policy #4515 – Carbon Monoxide Safety. The first read of the policy was on June 30, 2017 when the agenda was provided to Board members and the second read was on July 6, 2017 at the Board meeting**

7. [Intermunicipal Cooperative Agreement with Jefferson Community College](#)

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

**A motion is needed to approve the Intermunicipal Cooperation Agreement between St. Lawrence-Lewis BOCES and Jefferson Community College for purposes of cooperative purchasing for the period of July 1, 2017 through June 30, 2018.**

8. Approval of Staff Conference

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

**A motion is needed to approve the conference request for Thomas Burns to attend the AESA (Association of Educational Service Agencies) Conference – “From Hope to Change: Equity, Inclusion, Social Justice” in San Antonio, Texas from November 29 through December 3, 2017.**

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

**A motion is needed to approve the conference request for Thomas Burns to attend the DALI (District Administration Leadership Institute) Conference in New Orleans, LA from January 10 through January 12, 2018 – airfare, hotel, and meals are covered expenses by the Institute.**

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

**A motion is needed to approve the conference request for Thomas Burns to attend the AASA (American Association of School Administrators) National Conference – Education in the Digital Age in Nashville, TN from February 14 through February 18, 2018.**

VII. Reports

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

VIII. Discussion Items

- A. Discussion of BOCES Board of Education Vacancy

IX. Information Items

- A. Update on Facilities – K. Perretta  
B. Opening Day – Ogdensburg Free Academy – Friday, September 1, 2017 at 1 pm

X. Presentations

XI. Other

- A. Board of Education Self Evaluation 2017

XII. Pass-Around Information

XIII. Adjournment