



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, December 14, 2017 – 4:00 p.m.

St. Lawrence-Lewis BOCES 2017-2018 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 the successful preparation for college and/or career, through completion of bi-annual St. Lawrence-Lewis high school course offerings guide, in addition to participation in Harvard University's National Center on Rural Education Networks.
- 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. (surveys)
- To facilitate the successful implementation of the Next Generation Learning Standards, Curriculum, and Assessments, 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 and component school districts to complete upgrades at various sites and initiate a major BOCES capital project with a submission to SED targeted for April 2018. The project will address critical infrastructure needs and allow existing and new BOCES programs to operate for many years
- Work with our Regional Partners, including SUNY Potsdam and St. Lawrence University, to build and refine regional pipelines that will produce teachers and future educational leaders for the region
- Align BOCES staff, programs, goals, and vision with the work of our community partners, and especially the North Country Regional Economic Development Council (REDC) where possible.

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 November 9, 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 November 9, 2017 Board of Education meeting.

- V. [Treasurer’s Report for period ending November 30, 2017](#)
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances

General Fund	\$ 3,125,133.37
Federal Fund	\$874,658.18
Trust & Agency Fund	\$96.28
Payroll Fund	\$ 0.00
Capital Renovation Project	\$236,158.04
Capital Equipment Reserve	\$310,574.82

B. Current Budget Allocation

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

General Fund Budget..... \$ 64,057,389.90

A motion is needed to approve the Treasurer’s Report for the period ending November 30, 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 – December 2017**
- **Copy Paper – 2nd Half**
- **Toners & Ink – 2nd Half**
- **Institutional Paper – 2nd Half**
- **Cafeteria – SLL/JL/FEH/Clinton for February 2018-July 2018**

3. Donation – Seaway Technical Center
(In accordance with [Board Policy #4230](#) – Acceptance of Gifts, Grants, and Requests to BOCES)

A motion is needed to accept the donation of a pedicure chair to Seaway Technical Center cosmetology class by Sara Myers. The value of the chair is \$1,000.00.

4. Donation – Technical Centers
(In accordance with [Board Policy #4230](#) – Acceptance of Gifts, Grants, and Requests to BOCES)

A motion is needed to accept the donation of ten (10) cases of windshield wipers from the Massena Walmart and (20) cases of windshield wipers from Potsdam Walmart to the CTE programs. The value of the donation is \$750.00.

5. Dignity Act Coordinators for 2017-2018 School Year
(In accordance with the Dignity for All Students Act)

A motion is needed to approve the following Dignity Act Coordinators for the 2017-2018 school year, in accordance with the Dignity for All Students Act: PACE/PTECH - Brenda Thurman

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

A motion is needed to approve the conference request for Rachelle Romoda, Jane Akins, Jill Farrand, Joanne Witt, and Larry Jenne to attend the 10th Annual TCTW (Technology Centers That Work) Leaders' Forum from January 29th – February 2, 2018 in Orlando, Florida.

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

A motion is needed to approve the conference request for Lee-ann Morgan and Robin Duncan to attend the 2018 Annual Laserfiche Conference in Long Beach, California from January 8 through January 12, 2018.

8. Approval of Cell Phone Listing
(In accordance with [Board Policy #5322](#) – Use of BOCES Cell Phones)

Rationale: The listing has been revised to reflect the removal of staff that have retired or no longer require the use of the phone, and to add the names of staff that will need the availability of a cell phone.

A motion is needed to approve the addition of Eva Wood to the cell phone listing for the 2017-2018 fiscal year.

9. Approval of Crisis Plans– Northwest Technical Center Plan, Southwest Technical Center Plan, and Seaway Technical Center Plan
(In accordance with [Board Policy #4510](#) – Facilities Planning)

A motion is needed to approve the crisis plans for Northwest Technical Center, Southwest Technical Center, and Seaway Technical Center for the 2017-2018 school year.

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

A motion is needed to approve the donation of the below items:

- Hermon-Dekalb CSD – Grizzley Drum Sander (Tag #16046) from Seaway Tech; Makita 12” Mitre Saw (Tag #20292) from Seaway Tech; and Intec VC 206 Tiller (no tag) from Southwest Tech
- Parishville-Hopkinton CSD – Dayton Power Hacksaw (no tag) from Southwest Tech; Engine Hoist (no tag) from Seaway Tech; and Diagnostic Machine (no tag) from Northwest Tech
- Clifton-Fine CSD – Drill (Tag #2841), Car, and Vices from Southwest Tech; Ladder and Floor Machine (Tag #3561) from Northwest Tech; Two-Way Radios from ESC; and Pipe Threader (Tag #03472) from Seaway Tech.

11. [Local Bids](#)

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

Rationale: Surplus bids (highest bid) were opened on December 5, 2017 at 1:30 pm for surplus items that are located at the three CTE centers and the ESC office.

A motion is needed to approve the awards of the highest bidder on the surplus bid listing for items from all three CTE centers and the ESC.

12. [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 following installment purchases:

- **With Xerox for ten (10) network printers for Ogdensburg City School District.**
- **With Usherwood for one (1) network printer for Potsdam Central School District.**
- **With Xerox for three (3) network printers are being purchased for Morristown Central School District.**
- **With Xerox for three (3) network printers are being purchased for Gouverneur Central School District**

13. [Establish Hourly/Per-Diem/Stipend Rates for 2017-2018 Year](#)

(In accordance with [Board Policy #5151](#) – Temporary and Part-time Employees)

A motion is needed to establish the Hourly/Per-Diem/Stipend rates for the 2017-2018 fiscal year.

14. [Donation – PACE](#)

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

A motion is needed to accept the donation of a ping pong table from Katie Higgins for the PACE Program. The value of the ping pong table is \$10.00.

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

A motion is needed to approve the conference request for Patricia Gilbert to attend the Young Dairy Leaders Institute Phase III Conference in Phoenix, AZ from January 30 – February 4, 2018.

VII. Reports

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

VIII. Discussion Items

IX. Information Items

- A. Update on Facilities – K. Perretta

X. Presentations

XI. Other

XII. Pass-Around Information

XIII. Adjournment