

**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: June 8, 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, June 8, 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 5:30 p.m.

**Roll Call:**

Present: Roger Bennett, Dana Smith, Marjorie McCullough, Nancy Cappellino, James Lattimer, Shelli-Prepsare-Weston, James Young, Michael Davis, and Jack Zeh

Excused:

Others: Thomas R. Burns, Darin Saiff, Maureen Bouchey, Jane Akins, Nicole Ashley, Renee' Langtry-Green, Rafael Olazagasti, Jennifer French, Caralee Kardash, David Price, Lee-ann Morgan, Kristin Towne, Hillary Wolfe, Beth Maurer, and Kevin Perretta

All members stood for the Pledge of Allegiance.

**No. 2017 – 194  
APPROVAL OF  
MINUTES –  
May 8, 2017**

Motion made by Smith, seconded by Prepsare-Weston, to approve the minutes of the regular Board meeting of May 8, 2017.

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

Yeas: All members present  
Nays: None

**No. 2017 – 195  
TREASURER'S  
REPORT**

Motion made by Smith, seconded by McCullough, to accept the Treasurer's Report for the period ending May 31, 2017.

**May 31, 2017:**

General Fund	\$ 3,977,756.35
Federal Fund	\$ 355,666.52
Trust & Agency Fund	\$ 80.85
Capital Renovation Project	\$ 9,034.23
Capital Equipment Reserve	\$ 310,559.25
Payroll	\$ 0.00

**Current Budget Allocation:**

- General Fund Budget..... \$ 65,563,677.67

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

Yeas: All members present

Nays: None

**No. 2017 – 196**  
**ALL [PERSONNEL](#)**  
**BOARD ACTION AS**  
**FOLLOWS:**

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 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 – 197**  
**ACKNOWLEDGEMENT**  
**OF RETIREES FOR**  
**2016-2017**

Motion made by Smith, seconded by Cappellino.  
Resolved that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby acknowledge the 2016-2017 St. Lawrence-Lewis BOCES retirees:

Shirley Arno, Purchasing Agent – 38 years of service  
Milton Bessett, Teacher – 20 years of service  
Maureen Bomyea, Speech & Hearing Pathologist – 36 years of service  
Patty Burnham, Adult Ed Case Manager – 25 years of service  
Margaret Charleson, Teacher Assistant – 25 years of service  
Susan Collins-Rickett, District Clerk – 36 years of service  
Sherrie Demers, Teacher Assistant – 30 years of service  
Maureen Donnelly, Typesetting Computer Operator – 37 years of service  
Douglas Facey, Teacher Assistant – 9 years of service  
Steve Fenton, Electronics Technician – 30 years of service  
Ralph Hoch, Teacher – 11 years of service  
Karen Hubbard, Teacher Assistant – 27 years of service  
Susan Huntley, Principal Fiscal Officer – 36 years of service  
Steven Kroeger, Special Education Teacher – 35 years of service  
David Liebfred, Custodian – 38 years of service  
Kenneth Murray, Custodian – 36 years of service  
Janet Ramm, Chief Payroll Clerk – 20 years of service  
William Robbins, Electronics Technician – 10 years of service  
Carol Sibley, Keyboard Specialist – 27 years of service  
Virginia Thrasher, Teacher Assistant – 31 years of service  
Christine Woodcock, Senior Account Clerk – 32 years of service

Yeas: All members present

Nays: None

**No. 2017 – 198  
COOPERATIVE BIDS**

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

- Produce – June and July 2017
- Athletic Supplies & Equipment – 2017-2018
- Audio-Visual & Equipment – 2017-2018
- Technology Shop – 2017-2018
- Computer – first half 2017-2018
- Musical – 2017-2018
- Classroom Furnishings – 2017-2018

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

Yeas: All members present

Nays: None

**No. 2017 – 199  
BANK OF AMERICA  
CARDHOLDERS**

Motion made by McCullough, 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 addition of Jennifer Rowledge to the authorized Bank of America credit cardholder list for the 2016-2017 fiscal year.

(In accordance with [Board Policy #5321](#) – Use of BOCES Credit Card)

Yeas: All members present

Nays: None

**No. 2017 – 200  
WRIGHT GAS  
CARDHOLDERS**

Motion made by Prespare-Weston, seconded by Smith. 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 Kevin McBath and Joseph Lynch to the authorized Wright gas cardholder list for the period of July 1, 2017 through August 31, 2017 as driver education teachers in the summer school program.

(In accordance with [Board Policy #5321](#) – Use of BOCES Credit Card)

Yeas: All members present

Nays: None

**No. 2017 – 201  
CERTIFICATION RE-  
APPROVAL OF CTE  
PROGRAMS**

Motion made by Cappellino, seconded by Smith. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the request for re-approval from the State Education Department of the following CTE programs:

- Automotive Technologies
- Building Trades
- Graphic Communications

(In accordance with [Board Policy #7170](#) – Instructional Technology)

Yeas: All members present

Nays: None

**No. 2017 – 202**

**LEASE**

**OGDENSBURG BOYS' & GIRLS' CLUB**

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 one-year lease agreement between the Ogdensburg Boys' and Girls' Club and St. Lawrence-Lewis BOCES. The premises to be utilized is described as the gymnasium and game room located at 610 Patterson Street, Ogdensburg, NY. The term of the agreement shall be \$4,500 for the period of September 5, 2017 through June 15, 2018.

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

Yeas: All members present

Nays: None

**No. 2017 – 203**

**LOCAL BIDS**

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 local bid for Modular Home #38 located at Northwest Technical Center to R.B. Lawrence III, Morristown, NY for a total price of \$55,090.80.

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

Yeas: All members present

Nays: None

**No. 2017 – 204**

**LOCAL BID**

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 bid award for the low bidder meeting specifications for the welding gases and supplies for a three-year bid (2017-2018; 2018-2019; and 2019-2020):

- Airgas USA LLC, Brushton, NY 12916

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

Yeas: All members present

Nays: None

**No. 2017 – 205  
CHARGE  
UNEMPLOYMENT  
RESERVE FUND**

Motion made by Smith, seconded by Young.  
Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby authorize expending the New York State Unemployment Insurance payments, up to \$30,000, from the Unemployment Insurance Reserve for the 2016-2017 fiscal year.

(In accordance with [Board Policy #4130](#) – Administration of Budget and Board Policy #4210 – Investments)

Yeas: All members present  
Nays: None

**No. 2017 – 206  
STAFF CONFERENCE**

Motion made by McCullough, seconded by Smith.  
Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the staff conference for Bianca Christian. Ms. Christian will be attending the Health Informatics – Course 1 & 2 in Columbus Ohio from June 19 – 30, 2017.

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

Yeas: All members present  
Nays: None

**No. 2017 – 207  
[RESERVE PLAN](#)**

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 funding plan for the previously established reserve funds.

(In accordance with [Board Policy #4484](#) – Financial Accountability)

Yeas: All members present  
Nays: None

**No. 2017 – 208  
INCREASE FUNDING  
FOR SWT SANITATION  
PROJECT**

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 increase in funding for the Southwest Technical Center sanitary system improvements #519000-013-010 to \$85,200 by budgetary appropriation.

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

Yeas: All members present  
Nays: None

**No. 2017 – 209  
TRANSFER OF MONIES  
FROM GENERAL FUND  
TO CAPITAL FUND**

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 transfer up to \$550,000 from the General Fund 002 CoSer into the Capital Fund for the following projects:

- SWT HVAC Project (\$466,334)
- SWT Sanitation Project (\$5,700)
- Future CTE Renovation Project (\$77,966)

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

Yeas: All members present  
Nays: None

**No. 2017 – 210  
RESERVE FOR  
ACCRUED EMPLOYEE  
BENEFITS LIABILITY**

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 authorize expending up to \$185,000 from the Reserve for Accrued Employee Benefits Liability to pay for unused accumulated leave time for those separating from service in the 2016-2017 school year.

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

Yeas: All members present  
Nays: None

**No. 2017 – 211  
RESERVE FOR  
ACCRUED EMPLOYEE  
BENEFITS LIABILITY**

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 authorize transferring up to \$175,000.00 into the Reserve for Accrued Employee Benefits Liability from the General Fund on June 30, 2017 to accrue unused accumulated leave time for those anticipated to separate from service in the 2017-2018 school year.

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

Yeas: All members present  
Nays: None

**No. 2017 – 212  
[NYS DISTANCE  
LEARNING  
CONSORTIUM BID](#) FOR  
2017-2018**

Motion made by McCullough, 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 agreement:

WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for the 2017-2018 fiscal year for [Apex](#), [Blackboard](#), [Desire 2 Learn](#), [Edgenuity](#), [Edmentum](#), [Florida Virtual School](#), [Fuel Education](#), [Instructure](#), [It's Learning](#), [Odysseyware](#), [Pearson](#), [Right Reason](#), [Schoology](#) and,

WHEREAS, The St. Lawrence-Lewis BOCES is desirous of participating with other BOCES Districts in New York State in joint agreements for the distance learning student courses mentioned above as authorized by General Municipal Law, Section 119-0, and,

BE IT RESOLVED, That the St. Lawrence-Lewis BOCES Board of Education authorizes Erie 1 BOCES to represent it in all matters leading up to and entering into a contract for the purchase of and licensing of the above mentioned courses, and,

BE IT FURTHER RESOLVED, That the St. Lawrence-Lewis BOCES Board of Education agrees to assume its equitable share of the costs associated with Erie 1 BOCES negotiating the Agreements, and,

BE IT FURTHER RESOLVED, That the St. Lawrence-Lewis BOCES Board of Education agrees (1) to abide by majority decisions of the participating BOCES on quality standards; (2) Erie 1 BOCES will negotiate contracts according to the majority recommendations; (3) that after contract agreement, it will conduct all purchasing arrangements directly with the vendor.

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

Yeas: All members present  
Nays: None

**No. 2017 – 213  
INSTALLMENT  
PURCHASE**

Motion made by Prespare-Weston, seconded by Smith.  
Resolved that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the installment purchase with Advanced Business Systems for four (4) network printers for Canton Central School District.

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

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:**

Lee-ann Morgan, HR – Salary Report / Wincap Leave of Absence

**OTHER:** None

**PASS-AROUND  
INFORMATION:** None

**No. 2017 – 214  
ADJOURNMENT** Motion made by Young, seconded by McCullough to adjourn the meeting at 6:40 p.m.

Yeas: All members present  
Nays: None

**Maureen A. Bouchey  
District Clerk**