

**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: May 10, 2018**

The Regular meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, May 10, 2018 at the Educational Services Center, 40 West Main Street, Canton, New York. The Board President, Roger Bennett called the meeting to order at 6:00 p.m.

**Roll Call:**

- Present: Roger Bennett, Dana Smith, Shelli Prespare-Weston, Jack Zeh, James Young, James Lattimer and Marjorie McCullough
- Excused: Michael Davis and William Cartwright
- Others: Thomas R. Burns, Maureen Bouchey, Darin Saiff, Nicole Ashley, Renee' Langtry-Green, Kevin Perretta, Jennifer French, Jane Akins, and Rebekah Grim

All members stood for the Pledge of Allegiance.

**APPOINTMENTS**

The Oath of Office was administered to William Cartwright on May 8, 2018 in the office of the District Clerk.

**No. 2018 – 050  
APPROVAL OF  
MINUTES – [April 5, 2018](#)**

Motion made by Smith, seconded by Prespare, to approve the minutes of the organizational and regular Board meeting of April 5, 2018.  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

Yeas: All members present  
Nays: None

**No. 2018 – 051  
TREASURER'S  
REPORT**

Motion made by McCullough, seconded by Smith, to accept the Treasurer's Report for the period ending April 30, 2018.  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

**April 30, 2018:**

General Fund	\$ 3,563,566.23
Federal Fund	\$ 438,288.23
Trust & Agency Fund	\$ 19,841.86
Payroll Fund	\$ 0.00
Capital Renovation Project	\$ 131,230.38
Capital Equipment Reserve	\$ 310,587.67

Account Balance from February 1 – 28, 2018 needs to be adjusted:

Reported: General Fund: \$ 3,123,630.88  
Corrected: General Fund: \$ 3,124,561.88 – error noted

Account Balance from March 1 – 31, 2018 needs to be adjusted:

Reported: General Fund: \$1,545,980.84  
Corrected: General Fund: \$1,546,911.84 – error noted

**Current Budget Allocation:**

General Fund Budget..... \$ 65,083,230.52

Yeas: All members present  
Nays: None

**No. 2018 – 052**  
**ALL [PERSONNEL](#)**  
**BOARD ACTION AS**  
**FOLLOWS:**

Motion made by Smith, 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 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. 2018 – 053**  
**COOPERATIVE BIDS**

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 Cooperative Bid awards:

- Produce – May 2018
- Copy Paper 1<sup>st</sup> Half of 2018-2019
- Custodial Supplies
- Art Supplies
- Bread
- Construction/Art Paper
- Cosmetology Supplies
- General School & Office Supplies
- Health Supplies
- Ice Cream
- Science Classroom Supplies
- Teaching Aids
- Transportation Supplies

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

Yeas: All members present  
Nays: None

**No. 2018 – 054**  
**2018-2019 BOCES**  
**ADMINISTRATIVE,**  
**PROGRAM, AND**  
**CAPITAL BUDGETS**

Motion made by Smith, 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 adopt the 2018-2019 BOCES Administrative, Program, and Capital Budget as presented and approved by the component schools' boards of education.

In accordance with [Board Policy #1310](#) – Power and Duties of the Board and Its Officers; with [Board Policy #4110](#) – Budget Planning and Preparation; and [Board Policy #4210](#) – Investments

Yeas: All members present  
Nays: None

**No. 2018 – 055**  
**JULY 2018**  
**ORGANIZATIONAL**  
**MEETING**

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 set the date, time, and location of the Organizational Meeting in July at Thursday, July 5, 2018, at 4:00 pm at the BOCES Educational Services Center, 40 West Main Street, Canton, New York 13617.

(In accordance with [Board Policy #1438](#) – Annual Organizational Meeting)

Yeas: All members present  
Nays: None

**No. 2018 – 056**  
**BOCES ANNUAL**  
**MEETING DATE –**  
**April 4, 2019**

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 set the 2019 Annual Meeting date for the St. Lawrence-Lewis BOCES. The date will be Thursday, April 4, 2019.

Yeas: All members present  
Nays: None

**No. 2018 – 057**  
**COMPONENT**  
**DISTRICTS VOTE ON**  
**BOCES**  
**ADMINISTRATIVE**  
**BUDGET AND**  
**BOARD VACANCIES**  
**FOR 2019**

Motion made by Smith, 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 set the date of Tuesday, April 23, 2019, on which each component school district shall conduct a public meeting for the purpose of electing members of the BOCES and adopting a resolution concerning the approval or disapproval of the tentative administrative budget.

(In accordance with [Board Policy #1220](#) – Nomination and Election of Board Members)

Yeas: All members present  
Nays: None

**No. 2018 – 058**  
**INTERMUNICIPAL**  
**COOPERATION**  
**AGREEMENT**

Motion made by Smith, 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 Intermunicipal Cooperation Agreement between St. Lawrence Lewis BOCES and the Town of Fowler for purposes of shared resources in the

undertaking of public works or other municipal and/or education related projects and services for the period of July 1, 2018– June 30, 2019.

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

Yeas: All members present

Nays: None

**No. 2018 – 059  
RE-APPROVAL OF  
THREE CTE  
PROGRAMS**

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 request for re-approval from the State Education Department of CTE programs:

Re-approval:

- HVAC
- Culinary Arts
- Metalwork

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

Yeas: All members present

Nays: None

**No. 2018 – 060  
[AUTHORIZED GAS  
CARD LIST](#)**

Motion made by Zeh, 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 amendment to the Authorized Gas Card List.

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

Yeas: All members present

Nays: None

**No. 2018 – 061  
NYS DISTANCE  
LEARNING  
CONTRACT  
CONSORTIUM**

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 approve the participation in the NYS Distance Learning Contract Consortium for the 2018-2019 school year. Each BOCES pays one center to RFP and bid DL software applications with the cost of the service not to exceed \$1,600.00.

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

Yeas: All members present

Nays: None

**No. 2018 – 062  
DONATION**

Motion made by Zeh, 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 following donations:

- Clerical supplies from Corning Incorporated with a value of \$500.00
- Phlebotomy chair from Canton-Potsdam Hospital for our adult education program valued at \$500

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

Yeas: All members present  
Nays: None

**No. 2018 – 063  
STAFF  
CONFERENCE**

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 following conference requests:

- Zachary Smith to attend the Electrical Workshop Basic to Troubleshooting in Albany, New York from June 10, 2018 – June 14, 2018.
- Shannon Pitcher-Boyea to attend TCRWP Summer Writing Institute at Columbia University from June 17, 2018 – June 22, 2018.

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

Yeas: All members present  
Nays: None

**No. 2018 – 064  
NYS CONSORTIUM  
BID FOR 2018-2019**

Motion made by Smith, 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 following:

WHEREAS, It is the plan of a number of BOCES districts in New York, to conser to jointly enter into an agreement for 3<sup>rd</sup> L Corp, A+ Educators, Accelerate Learning, Achieve3000, AKJ Books, American Reading Company, Amplify, Answer Pad, Bird Brain, Bloomboard, Brain Hurricane, Bridges Transitions, Carnegie Learning, Certica, Charmtech Labs, Chester Technical Services, ClassLink, Code Monkey, Curriculum Associates, Curriculum Technology, Dreambox, eDoctrina, Edgenuity, Edmentum, Educational Vistas, Edvation, eSpark, Explore Learning, FastBridge Learning, Front Row, Frontline Technologies, Houghton Mifflin, iDesign, Imagine Learning, Interactive Media, iSafe, iStation, IXL, Kidtellelect, Kinderlab Robotics, Learning Ally, Learning.com, Learning Sciences International, Learning Without Tears, Lego Education, Lexia Learning, LinkIt, Little Bits, Mad Learn, Maker’s Empire, McGraw-Hill, Mind Research Institute, Microsoft, Modular Robotics, My Power Learning, My Stem Kits, Naviance, Nearpod, Newsela, NWEA, Oneder, Pearson Digital Learning, PI 3<sup>rd</sup> Learning, Renaissance Learning, Right Reason Technologies, Robokind, Rosetta Stone, Rubicon West, Inc., Scholastic, Inc., SchoolBinder, Scientific Learning, Sensavis, Service Infinity, SunGard, Suntex, Taylor & Associates Communications, Tequipment, Thimble, Turnit In, Tynker, Waterford, zSpace an

WHEREAS, St. Lawrence-Lewis BOCES is desirous of participating with other BOCES Districts in New York State in joint agreements for the

software/learning packages and licensing 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 software/learning packages, 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 Policy)

Yeas: All members present

Nays: None

**No. 2018 – 065  
PART Q OF  
CHAPTER 57 OF  
THE LAWS OF 2017**

Motion made by Smith, 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 following for the St. Lawrence-Lewis BOCES Transition Services Department:

Thomas R. Burns is the District Superintendent of the St. Lawrence-Lewis BOCES and is duly authorized by the St. Lawrence-Lewis Board of Education to provide this attestation and certification on its behalf.

The funding provided to St. Lawrence-Lewis BOCES Transition Services Department pursuant to Part Q of Chapter 57 for the period beginning January 1, 2018 will be or was used solely to provide salary increases and salary-related fringe benefit increases for direct care staff and direct support professionals as defined by the Commissioner and in accordance with standards prescribed by the Commissioner.

The funding provided to St. Lawrence-Lewis BOCES Transition Services Department pursuant to Part Q of Chapter 57 for the period beginning April 1, 2018 will be or was used solely to provide salary increases and salary-related fringe benefit increases for direct care staff, direct support professional and clinical staff as defined by the Commissioner and in accordance with standards prescribed by the Commissioner.

Such finding will not be and was not used for any other purpose or expense.

Funds received will be used solely to support salary and salary-related fringe benefit increases for the staff described above.

Yeas: All members present

Nays: None

**No. 2018 – 066  
REVENUE  
ANTICIPATION  
NOTE RESOLUTION  
(RAN)**

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 approve the following:

BE IT RESOLVED, by the Board of Education of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence and Lewis Counties, New York, as follows:

Section 1. The power to authorize the issuance of and to sell revenue anticipation notes, including renewals thereof, of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence and Lewis Counties, New York (the “B.O.C.E.S.”), in anticipation of the receipt of revenues from various sources during the fiscal year of said B.O.C.E.S. commencing July 1, 2018, including receipt of moneys from the State of New York and from component school districts, is hereby delegated to the President of said B.O.C.E.S., the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be determined by said President pursuant to the Local Finance Law.

Section 2. The deputy chief fiscal officer of said B.O.C.E.S. is hereby authorized to execute such revenue anticipation notes in the place of the chief fiscal officer, if the chief fiscal officer shall so designate.

Section 3. This resolution shall take effect immediately.

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

Roll Call: Shelli Prespare-Weston – yes  
John Zeh – yes  
James Lattimer – yes  
Dana Smith – yes  
Roger Bennett – yes  
James Young – yes  
Marjorie McCullough – yes

Absent: William Cartwright and Michael Davis

**Reports:** [Thomas R. Burns, District Superintendent](#)  
[Darin Saiff, Assistant Superintendent for Instruction](#)

**Discussion Items:** None

**Informational Items:**

- Update on Facilities – K. Perretta
- The Year is 2030 - NYSSBA

**Presentations:** Rebekah Grim – Capital Project

**Other:** None

**Pass-Around Information:** None

**No. 2018 – 067  
EXECUTIVE  
SESSION**

Motion made by Smith, 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 enter into Executive Session for the purpose of medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation and for proposed, pending, or current litigation at 7:21 pm.

Yeas: All members present  
Nays: None

The Board returned to regular session at 7:42 pm.

**No. 2018 – 068  
ADJOURNMENT**

Motion made by McCullough, seconded by Prespare-Weston to adjourn the meeting at 7:43 pm.

Yeas: All members present  
Nays: None

**Maureen A. Bouchey, District Clerk**