

**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: February 7, 2019  
BOE APPROVED: March 14, 2019**

The regular meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, February 7, 2019 at the Educational Services Center, 40 W. 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, Jack Zeh, Marjorie McCullough, Michael Miller, Cindy McLean, William Cartwright and James Young

Absent: James Lattimer and Michael Davis

Others: Thomas Burns, Darin Saiff, Nicole Ashley, Kevin Perretta, Maureen Bouchey, Jane Akins, Rafael Olazagasti, Renee' Langtry-Green, Craig Lalonde, Lori Remington and students from Heuvelton CSD (Colin Hoffman, Victoria Mallette, Jack Cote, Kaiona Kilbourn, Connor Dodd, Matthew Geary and Travis Hitsman)

All members stood for the Pledge of Allegiance.

**Presentations:**                      • Jennifer Myers & Rafael Olazagasti – Data Security

**No. 2019 – 088**                      Motion made by Young, seconded by McLean.

**ALL PERSONNEL  
BOARD ACTION AS  
FOLLOWS:**

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. 2019 – 089  
APPOINTMENT OF  
2018-2019 SCHOOL  
DISTRICT OFFICER**

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 follow appointment of the 2018-2019 BOCES Officer at no additional compensation:

- Chief Information Security Officer – Rafael Olazagasti (1/14/2019 – 6/30/2019)

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

Yeas: All members present

Nays: None

**No. 2019 – 090  
CONSENT AGENDA  
ITEMS FOR ACTION**

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 following consent agenda items:

Minutes of the [January 17, 2019 Meeting](#)

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

Treasurer's Report for period ending January 31, 2019

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

A. Account Balances

General Fund	\$ 1,726,383.24
Federal Fund	\$ 182,754.69
Trust & Agency Fund	\$ 691.62
Payroll Fund	\$ 0.00
Capital Renovation Project	\$ 84,766.29
Capital Equipment Reserve	\$ 310,611.16

B. Current Budget Allocation

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

General Fund Budget..... \$ 67,114,000.34

Local Bids

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

- Modular Home #22 located at Southwest CTE Center, Gouverneur, NY

Sale of Modular Home #22 located at Southwest CTE Center for the base bid amount of \$52,000, sales tax \$4,160 for a total of \$56,160 to, Larry and Laura Frank of Canton, NY. Minimum bid was \$52,000.00.

Donation

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

- Donation from Zoetis Industry Support Program on behalf of their veterinary, animal health reseller, and distributor customers who selected the Northwest Technical FFA Chapter. The donation was in the amount of \$681.00.

Fire Inspection Report

(As mandated by §807 (a) f Commissioner Regulations; 8 New York Code of Rules and Regulations (NYCRR) §155.8; 19 NYCCR Part 1225; Manual for Fire and Building Safety Inspections in Public and Non-public Schools, SED, revised January 2004)

- The Annual Fire Inspection was conducted on January 8, 2019.

Yeas: All members present

Nays: None

**Reports:**

[Thomas R. Burns, District Superintendent](#)

[Darin Saiff, Assistant Superintendent for Instruction](#)

**Discussion Items:**

[Policy #5672 – Information Security Breach and Notification](#)

[Policy #5674 – Data Networks and Security Access](#)

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

These policies are new to St. Lawrence-Lewis BOCES. The reading of these policies took place with the online agenda.

**No. 2019 – 091  
ADOPTION OF  
POLICIES – POLICY  
#5672 and #5674**

Motion made by Young, seconded by Miller.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby adopt [Policy #5672 – Information Security Breach and Notification](#) and [Policy #5674 – Data Networks and Security Access](#).

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

Yeas: All members present

Nays: None

**Informational Items:**

- Update on Facilities – K. Perretta

**Other:**

None

**Pass-Around  
Information:**

None

**No. 2019 - 092  
EXECUTIVE  
SESSION**

Motion made by Young seconded by McLean.  
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 purposes of collective negotiations pursuant to article 14 of the Civil Service Law and the employment history of a particular person leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person at 7:01 pm.

Yeas: All members present  
Nays: None

The Board returned to regular session at 7:19 pm.

**No. 2019 – 092  
DISTRICT SUPT.  
SALARY  
JULY 1, 2019 –  
JUNE 30, 2020**

Motion made by Cartwright, seconded by McLean.  
Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, does hereby approve the salary (local BOCES share) of the District Superintendent of \$123,263 from July 1, 2019 through June 30, 2020.

The Board provided Superintendent Burns with an exemplary evaluation. However, the Board is unable to increase the salary of the district superintendent at this time due to Education Law 1950, but indicated a raise commensurate with other BOCES administrators is deserved.

(In accordance with [Board Policy #1310](#) – Powers and Duties of the Board and Its Officers)

Yeas: All members present  
Nays: None

**No. 2019 - 094  
ADJOURNMENT**

Motion made by Young, seconded by McCullough to adjourn the meeting at 7:20 p.m.

Yeas: All members present  
Nays: None

**Maureen A. Bouchey, District Clerk**