



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 16, 2018 – 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
 - a. Maureen Bouchey, District Clerk noted that Cindy McLean received the Oath of Office on August 1, 2018.
- II. Pledge of Allegiance
- III. Roll Call and Quorum Check

Action Items

- IV. 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”.

- V. Local Bids
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

A motion is needed to approve the local bid for the 2016 Modular Home located at Seaway CTE Center, Norwood, New York. Base bid amount was \$34,500.00, sales tax \$2,760.00 for a total of \$37,260.00 to be sold to Wayne and Kathleen Eseltine of Palm Bay, Florida.

- VI. 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 #40, Southwest CTE Center – Modular Home #22, and Seaway CTE Center – Modular Home #4:

Northwest CTE Center – Modular Home #40

- General Bldg. Materials – White’s Lumber - \$42,812.58
 - Cabinets – Merriman’s - \$6,632.78
 - Plumbing – White’s Lumber - \$2,673.34
 - Electrical – White’s Lumber - \$3,830.99
- Total: \$55,949.69

Southwest CTE Center – Modular Home #22

- General Bldg. Materials – White’s Lumber - \$40,993.22
 - Cabinets – White’s Lumber - \$8,000.40
 - Plumbing – White’s Lumber - \$2,697.92
 - Electrical – White’s Lumber - \$3,830.44
- Total: \$55,521.98

Seaway CTE Center – Modular Home #4

- General Bldg. Materials – White’s Lumber - \$40,315.34
 - Cabinets – Merriman’s - \$6,631.20
 - Plumbing – White’s Lumber - \$2,735.64
 - Electrical – White’s Lumber - \$3,759.34
- Total: \$53,441.52

Grand Total Bid: \$164,913.19

VII. Approval to Participate in the NYSITCC Contracts
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for Tech4Learning, Legends of Learning, Type to Learn, TEQ, VidCode, Typing Pal Online, Wow U Education and,

WHEREAS, The 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.

VIII. Annual Review of Code of Conduct and CTE Student Handbook
(In accordance with [Board Policy #2410](#) – Code of Conduct on BOCES Property)

A motion is needed to approve the annual review of the Code of Conduct and CTE Student Handbook as required by Education Law.

IX. Resolution Calling Special Meeting
(In accordance with [Board Policy #4510](#) – Facilities Planning)

A motion is needed to approve the following resolution:

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

Section I. That a Special Meeting of the qualified voters of the Board of Cooperative Educational Services for the Sole Supervisory District of St. Lawrence and Lewis Counties, New York (the “BOCES”) shall be held at the polling places hereinafter set forth in the notice of said Special Meeting, on the 9th day of October, 2018, at 12:00 o’clock noon, P.M., Prevailing Time, for the purpose of voting by paper ballot upon the proposition hereinafter set forth in said notice. Polls for the

purpose of voting will be kept open between the hours of 12:00 o'clock noon P.M. and 8:00 o'clock P.M., Prevailing Time. For purposes of the Special Meeting and vote, the entire BOCES shall constitute a single election district, and for the convenience of the voters, multiple polling places shall be provided, the locations of which are hereby designated as set forth in the notice provided in Section 3 hereof.

Section 2. That the District Clerk of the Board of Cooperative Educational Services is hereby authorized to amend the notice of the Special Meeting hereinafter set forth from time to time as, in his or her discretion, such amendment may be required, consistent with the intent of the BOCES as evidenced by this resolution.

Section 3. That the notice of said Special Meeting, including the proposition to be voted upon, shall be in substantially the following form, to-wit:

**NOTICE OF SPECIAL MEETING AND VOTE
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
FOR THE SOLE SUPERVISORY DISTRICT OF
ST. LAWRENCE AND LEWIS COUNTIES, NEW YORK**

The Board of the Cooperative Educational Services for the Sole Supervisory District of St. Lawrence and Lewis Counties, New York, HEREBY GIVES NOTICE that a Special Meeting of the qualified voters of said Board of Cooperative Educational Services will be held at the polling places hereinafter set forth on the 9th day of October, 2018, at 12:00 o'clock noon, P.M., Prevailing Time, for the purpose of voting by paper ballot upon the proposition hereinafter set forth. Polls for the purpose of voting will be kept open between the hours of 12:00 o'clock noon, P.M. and 8:00 o'clock P.M., Prevailing Time. The proposition is as follows:

PROPOSITION

Shall the Board of Cooperative Educational Services for the Sole Supervisory District of St. Lawrence and Lewis Counties, New York (the "BOCES"), be authorized: (a) to construct additions to and reconstruct the BOCES career and technical education centers, including original furnishings, equipment, machinery, apparatus, appurtenances, site improvements, and incidental improvements and expenses in connection therewith, at an aggregate maximum estimated cost of \$43,500,000 (the "Project"), and in furtherance thereof (b) to expend \$500,000 Capital Fund monies therefor, and (c) to enter into any and all agreements and instruments necessary or desirable to effectuate a financing for said Project in an amount not to exceed \$43,000,000 through the auspices of the Dormitory Authority of the State of New York ("DASNY"), or otherwise, including, but not limited to, authority to convey to DASNY such specific interests in real property or leasehold interests, including all or any portion of the Project and to enter into any lease or other agreement with DASNY, as may be necessary to effectuate said financing.

DETERMINATION OF STATUS OF PROJECT UNDER THE STATE ENVIRONMENTAL QUALITY REVIEW ACT: The BOCES, acting as Lead Agency under the regulations of the State of New York promulgated pursuant to the State

Environmental Quality Review Act, has determined that the aforesaid Project, including the financing thereof, is a Type I Action which it has been determined will not have any significant adverse impacts upon the environment. SEQRA compliance materials are available to review in the Office of the District Clerk of the BOCES during regular office hours.

NOTICE IS ALSO HEREBY GIVEN that a person shall be entitled to vote at said Special Meeting of the voters of the Board of Cooperative Educational Services who is: (1) a citizen of the United States; (2) eighteen years of age or older on the date of said Special Meeting; and (3) a resident within the Board of Cooperative Educational Services for a period of at least thirty consecutive days next preceding the Special Meeting date.

NOTICE IS HEREBY FURTHER GIVEN that the entire BOCES shall be deemed a single election district, and that, for the convenience of voters, multiple polling places shall be provided, the locations of which are hereby designated as follows:

	<u>Polling Place School Building Address</u>	<u>Building Name</u>
	40 West Main Street	St. Lawrence-Lewis BOCES
1.	Canton, New York 13617	Administration
	7225 State Highway 56	Seaway Career & Technical Center
2.	Norwood, New York 13668	
	1000 Park Street	Northwest Career & Technical Center
3.	Ogdensburg, New York 13669	
	3606 State Highway 58	Southwest Career & Technical Center
4.	Gouverneur, New York 13642	

NOTICE IS HEREBY FURTHER GIVEN that voters shall not be required to vote at the polling place(s) located within the school district within which the voter resides. (Descriptions of the boundaries of the component school districts into which the Board of Cooperative Educational Services is divided are on file and may be inspected at the office of the District Clerk of the Board of Cooperative Educational Services located at 40 West Main Street, in Canton, New York during normal business hours.)

NOTICE IS ALSO HEREBY GIVEN that absentee ballots may be applied for at the office of the District Clerk of the Board of Cooperative Educational Services. Any such application must be received by the District Clerk of the Board of Cooperative Educational Services at least seven days before the date of the aforesaid Special Meeting if the ballot is to be mailed to the voter, or the day before such Special Meeting, if the ballot is to be delivered personally to the voter. A list of all persons to whom absentee voter's ballots shall have been issued shall be available for public inspection in the office of the District Clerk of the Board of Cooperative Educational Services not less than five days prior to the date of the Special Meeting (excluding Saturdays and Sundays) during regular office hours until the date of the aforesaid Special Meeting. In addition, such list shall also be posted conspicuously at the places of voting during the hours of such Special Meeting.

Section 4. That the District Clerk of the Board of Cooperative Educational Services is hereby authorized and directed to cause notice to be given of said Special Meeting in substantially the form hereinbefore prescribed, with any insubstantial changes thereto as are deemed by the Clerk to be appropriate, consistent with the intent of the BOCES as evidenced by this resolution, by publishing the same four times, once within each of the four weeks next preceding such special meeting, the first publication to be at least twenty-five days before said meeting, in the Watertown Daily Times newspaper having a general circulation in said Board of Cooperative Educational Services, and by giving such other notice as in her discretion may be deemed advisable.

Section 5. This resolution shall take effect immediately.

X. Consent Agenda Items for Action

- Minutes of [July 5, 2018](#) and [July 30, 2018](#) Meetings
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

- Treasurer’s Report for period ending July 31, 2018
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances

General Fund	\$2,126,550.89
Federal Fund	\$ 195,941.98
Trust & Agency Fund	\$ 171.06
Payroll Fund	\$ 548.77
Capital Renovation Project	\$ 84,762.02
Capital Equipment Reserve	\$ 310,595.50

B. Current Budget Allocation

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

General Fund Budget..... \$ 65,806,991.14

- Cooperative Bids
(In accordance with [Board Policy #4310](#) – Purchasing Policy)
 - Produce – August 2018

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

One (1) network printers are being purchased through Usherwood for Madrid Waddington Central School; 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.

- Staff Conference
(In accordance with [Board Policy #5211](#)– Travel Expenses/Conference Approval)
 - Thomas Burns, Renee' Langtry-Green, and Darin Saiff to attend the AESA Annual Conference in Colorado Springs, CO from November 27 through December 1, 2018 (Association of Educational Service Agencies)
 - Thomas Burns to attend the DALI Conference in Tucson, AZ from January 8 through January 11, 2019 (District Administration Leadership Institute)
 - Thomas Burns and Rebekah Grim to attend the AASA National Conference in Los Angeles, CA from February 13, 2019 through February 16, 2019 (The School Superintendents Association)

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

Six (6) boxes of young adult literature books from the PACE program to be donated to Literacy Volunteers.

A motion is needed to approve the consent agenda items presented above.

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

- XII. Discussion Items

- XIII. Information Items
 - A. Update on Facilities – K. Perretta

XIV. Presentations

A. Rebekah Grim – Capital Project

B. Jessie Bennett Bradley, Au.D. CCC-A and Amy Bradbury, Au.D. CCC-A of CiTi
BOCES Audiology

XV. Other

XVI. Pass-Around Information

XVII. Adjournment