

**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 4, 2020
BOE APPROVED: July 2, 2020**

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 4, 2020 at the Educational Services Center, 40 W. Main Street, Canton, New York beginning at 5:30 pm.

We followed Governor Cuomo’s Executive Order 202.1 dated March 12, 2020 suspending the provisions of the Open Meetings Law that require school boards to conduct their business at meetings that allow for in-person attendance by members of the public. Pursuant to that Executive Order, school boards instead may meet through the use of electronic means such as video and teleconferencing.

Roll Call:

Present: Roger Bennett, Marjorie McCullouch, James Lattimer, and Jack Zeh

Present Via Zoom: James Young, William Cartwright, Cindy McLean, Michael Miller and Michael Davis

Others Via Zoom: Kevin Wells and Lori Remington

Others – ESC: Thomas Burns, Darin Saiff, Nicole Ashley, Maureen Bouchey, Renee’ Langtry-Green, Jane Akins, Marshall Fiese, Kevin Perretta, Susan Collins-Rickett

All members stood for the Pledge of Allegiance.

**No. 2020 – 107
ALL PERSONNEL
BOARD ACTION AS
FOLLOWS:**

Motion made by McCullouch, seconded by Lattimer.

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, & Appt. of Personnel)

Yeas: All members present
Nays: None

**No. 2020 – 108
LOCAL BIDS**

Motion made by McCullouch seconded by Lattimer.

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 to Airgas USA LLC of Brushton, New York for welding gases and supplies for a three year bid (2020-2021; 2021-2022; & 2022-2023) as the lowest bidder meeting specifications for all three technical centers.

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

Yeas: All members present
Nays: None

**No. 2020 – 109
RETIREES**

Motion made by Young, seconded by McCullouch.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby acknowledge the retirees for the 2019-2020 school year:

- James Boula – 20 years of service
- Melody Brunet – 31 years of service
- Denise Burns – 30 years of service
- Elizabeth Dashnaw – 30 years of service
- Penny Didas – 28 years of service
- Robin Duncan – 21 years of service
- Sherry Engel – 4 years of service
- Genine Gehret – 30 years of service
- Cherle Hennessey – 5 years of service
- Barry Kiah – 21 years of service
- Timothy Knowlton – 31 years of service
- Kristie Lennox – 12 years of service
- William Long – 17 years of service
- Cindy Martin – 22 years of service
- Kathy Merchant – 25 years of service
- Willie Moore – 19 years of service
- Susan Pierce – 10 years of service
- Kathy Porter – 31-1/2 years of service
- Tracy Sharlow – 30 years of service
- David Smith – 30 years of service
- Diane Spears – 29 years of service
- Eva Wood – 27 years of service
- Elizabeth Yenchko – 5 years of service

Yeas: All members present
Nays: None

**No. 2020 – 110
CHARGE
UNEMPLOYMENT
RESERVE FUND**

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 to authorize expending the NYS Unemployment Insurance payments, up to \$40,000, from the Unemployment Insurance Reserve for the 2019-2020 fiscal year.

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

Yeas: All members present
Nays: None

No. 2020 – 111
RESERVE PLAN

Motion made by McLean seconded by Lattimer.

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. 2020 – 112
**TRANSFER OF
MONIES**

Motion made by Young seconded by McCullouch.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the following transfers from General Fund 002 CoSer into the Capital Fund for future storage building projects:

- Up to \$250,000 (capital expenditure)
- Up to \$500,000 (program expense)

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

Yeas: All members present
Nays: None

No. 2020 – 113
**RESERVE FOR
ACCRUED
EMPLOYEE
BENEFITS LIABILITY**

Motion made by Young seconded by McCullouch.

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 \$162,000.00 into the Reserve for Accrued Employee Benefits Liability from the General Fund on June 30, 2020 to accrue unused accumulated leave time for those anticipated to separate from service in the 2020-2021 school year.

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

Yeas: All members present
Nays: None

No. 2020 – 114
**RESERVE FOR
ACCRUED
EMPLOYEE
BENEFITS LIABILITY**

Motion made by McLean 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 up to \$175,000 from the Reserve for Accrued Employee Benefits Liability to pay for unused accumulated leave time for those separating from service in the 2019-2020 school year.

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

Yeas: All members present
Nays: None

**No. 2020 – 115
CONSENT AGENDA**

Motion made by Young, seconded by McCullouch.

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 [May 14, 2020](#) - Regular Meeting
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

Treasurer’s Report for period ending May 31, 2020
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

Account Balances – May 31, 2020

General Fund	\$ 2,627,073.84
Federal Fund	\$ 325,053.88
Trust & Agency Fund	\$ 232.90
Payroll Fund	\$ 0.00
Capital Renovation Project	\$ 12,502.43
Capital Equipment Reserve	\$ 237,916.90

Current Budget Allocation – May 31, 2020

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

General Fund Budget..... \$ 70,045.233.08

Donations

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

- Surplus items from Seaway Technical Center to the component districts.

Local Bid

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

Rationale: The local bids are for surplus items located at Northwest Technical Center awarded to the highest bidder.

Installment Purchases

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

Installment purchases for:

- Canton Central School District for six (6) network printers with Advanced Business System which was approved by their Board of Education at their May meeting.

- Hermon-Dekalb Central School District for one (1) network printer with RICOH which was approved by their Board of Education at their June 1, 2020 meeting.

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.

[Certification Re-Approval of One \(1\) CTE Program](#)
(In accordance with [Board Policy #7170](#) – Instructional Technology)

Re-approval:

- Health Careers

Yeas: All members present

Nays: None

Reports:

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

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

Discussion Items:

[Data Privacy and Security – Board Policy # 5676](#)

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

This policy was provided as an Informational Item under Step 1 of the adoption process in the pre-Board of Education packet to Board members. The item being listed under Discussion Items is Step 2 in the adoption process.

Informational Items:

Update on Facilities – K. Perretta

Presentations:

Board of Education Vice-President Marjorie McCullough was presented with a certificate and picture for her services to the St. Lawrence-Lewis BOCES Board of Education for the past 19 years. St. Lawrence-Lewis BOCES faculty, staff, and administration thank Ms. McCullough for her service.

Other:

None

Pass-Around Info:

None

**No. 2020 - 116
ADJOURNMENT**

Motion made by McCullough, seconded by Young to adjourn the meeting at 6:29 p.m.

Yeas: All members present

Nays: None

Maureen A. Bouchey, District Clerk