



**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: April 13, 2021  
BOE APPROVED: May 12, 2021**

The regular meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Tuesday, April 13, 2021 at the Educational Services Center, 40 West Main Street, Canton, New York beginning at 4:00 pm.

**Roll Call:**

- Present: Roger Bennett, Cindy McLean, James Young, William Cartwright, , Michael Miller (arrived at 4:08 pm) and Kevin Wells
- Excused: James Lattimer
- Absent: Michael Davis and Jack Zeh
- Others Present: Thomas Burns, Maureen Bouchey, Marshall Fiese, Renee' Langtry-Green, Jane Akins, Nicole Ashley, Lori Remington, Kevin Perretta, and Darin Saiff

All members stood for the Pledge of Allegiance.

**No. 2021- 088  
ALL PERSONNEL  
BOARD ACTION AS  
FOLLOWS:**

Motion made by McLean seconded by Wells.

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. 2021 – 089  
REVENUE  
ANTICIPATION  
RESOLUTION  
(RANS)**

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 delegate the president of the Board of Education of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence and Lewis Counties, New York, the power to authorize the issuance of and to sell not exceeding \$7,000,000 revenue anticipation notes of said 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, 2021:

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, 2021, 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)

Yeas: Bennett, McLean, Young, Cartwright, Miller, and Wells  
Nays: None

**No. 2021 – 090  
NYS DEFERRED  
COMPENSATION  
PLAN  
CONTRIBUTIONS**

Motion made by McLean seconded by Miller.

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 an investment benefit (post-tax to the state plan – Roth) to the New York State Deferred Compensation Plan.

(In accordance with [Board Policy #5330](#) – Tax Sheltered Annuities)

Yeas: All members present  
Nays: None

**No. 2021 – 091  
LOCAL BIDS**

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 approve the bid award for the highest bidder meeting specifications (minimum bid of \$66,000.00) for:

- Modular Home #24 located at Southwest CTE Center, Gouverneur, NY

Sale of Modular Home #24 located at Southwest CTE Center for a base bid amount of \$76,228.00, sales tax (tax exempt) - total of \$76,228.00 to the Ogdensburg Land Bank, Ogdensburg New York.

- Modular Home #6 located at Seaway CTE Center, Norwood, NY

Sale of Modular Home #6 located at Seaway CTE Center for a base bid amount of \$111,250.00 sales tax \$8,900.00 - total of \$120,150.00 to MX Petroleum, Massena, New York.

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

Yeas: Bennett, McLean, Young, Cartwright, and Wells

Abstain: Miller

Nays: None

**No. 2021 – 092  
INSTALLMENT  
PURCHASES**

Motion made by Young seconded by Wells.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the installment purchases for:

- Brasher Falls Central School District for thirteen (13) network printers with RICOH which were approved at their Board of Education meeting on March 15, 2021.
- Gouverneur Central School District for two (2) network copiers with Xerox which were approved at their Board of Education meeting on March 29, 2021.
- Lisbon Central School District for three (3) network copiers with Advanced Business Systems contingent on the Lisbon CSD Board of Education approval on April 19, 2021.

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.

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

Yeas: All members present

Nays: None

**No. 2021 – 093  
EXTERNAL  
AUDITOR**

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 approve the RFP award for the External Auditor for the fiscal years 2020-2021 to 2024-2025 to Bowers and Company, 1120 Commerce Park Drive, Watertown, New York 13601.

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

Yeas: All members present  
Nays: None

**No. 2021 – 094  
[HANDBOOK ON](#)  
ADMINISTRATION  
OF FEDERAL  
EDUCATION  
PROGRAMS**

Motion made by McLean seconded by Miller.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the Handbook on Administration of Federal Education Programs for St. Lawrence-Lewis BOCES.

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

Yeas: All members present  
Nays: None

**No. 2021 - 095  
CONSENT AGENDA**

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 approve the consent agenda:

- Minutes of Regular Meeting – [March 11, 2021 Meeting](#)  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)
- [Treasurer’s Report for period ending March 31, 2021](#)  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances

General Fund	\$ 5,993,034.34
Federal Fund	\$ 332,511.56
Trust & Agency Fund	\$ 232.05
Payroll Fund	\$ 0.00
Capital Renovation Project	\$ 802,947.38
Capital Equipment Reserve	\$ 200,935.05

B. Current Budget Allocation

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

General Fund Budget..... \$ 69,178,093.94

- Cooperative Bids  
(In accordance with [Board Policy #4310](#) – Purchasing Policy)
  - Custodial Supplies for 2021- 2022
  - Printed Envelopes for 2021- 2022
  - Teaching Aids for 2021 – 2022
  - General School and Office Supplies for 2021 – 2022
  - Art Supplies for 2021 – 2022
  - Construction and Art Paper for 2021 – 2022
  
- Donations  
(In accordance with [Board Policy #4230](#) – Acceptance of Gifts, Grants, and Bequests to BOCES)
  - Donation of several file cabinets, desks, and chairs to Massena Central School District, Madrid-Waddington Central School District, Potsdam Central School District, and Little River School.
  
  - Donation of the following equipment to the Morristown Central School District:
    - Smartboard – Model #SB680-R2-669161 – BOCES Tag #15538
    - Smartboard – Model #SB685-R2-714921 – BOCES Tag #10694
    - Smartboard – Model #SB3680-R2-A51305 – BOCES Tag #20110232
    - Smartboard – Model #SB680-R2-A71998 – BOCES Tag #20110251
  
- 2021-2022 New York State Distance Learning Statewide Consortium  
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

St. Lawrence-Lewis BOCES will participate in the NYS Distant Learning Contract Consortium for the 2021-2022 school year. We understand that each BOCES pays one center to RFP and bid DL software applications. The cost associated is \$2,100.00.

- 2021 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 the 2020 – 2021 fiscal year, for idesign Solution (Bronco Stem Kit), Learning Sciences (observation), Breakout EDU (Breakout EDU), Carnegie Learning (Mathia), SAVVAS (Experience Physic 2022, Environment Science: Your World, Your Turn 2021), Great Minds PBC (Eureka Math in Sync, Eureka Math Affirm, Eureka Math Equip, PHD Science in Sync), Tequipment (Hummingbird, Robomaster, Glowforge), No Tears Learning (Handwriting Without Tears), 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.

- 2021-2022 New York State Instructional Contract Consortium  
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

St. Lawrence-Lewis BOCES will participate in the NYS Instructional Contract Consortium for the 2021-2022 school year. We understand that each BOCES pays one center to RFP and bid instructional software applications which are procured through the Instructional Technology (6360) CoSers and supported by professional development and training through Model Schools (6368). The cost associated is \$5,000.

- Appointment of School District Officer for 2020-2021  
(In accordance with [Board Policy #1438](#) – Annual Organizational Mtg.)

Claims Auditor – Julia Stevenson

Yeas: All members present

Nays: None

**Reports:**

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

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

**Discussion Items:**

None

**Informational Items:**

Update on Facilities – K. Perretta

**Presentations:**

None

**Other:**

- Annual Meeting Review  
(In accordance with [Board Policy #1437](#) – Annual Meeting)

[Summary of Tentative Administrative, Capital, and Program Budgets for 2021-2022](#)

(In accordance with [Board Policy #1310](#) – Power and Duties of the Board and its Officer, in accordance with [Board Policy #4110](#) – Budget Planning and Preparation, and in accordance with [Board Policy #4120](#) – Budget Development and Adoption)

Action will be requested to adopt the BOCES Administrative, Capital, and Program Budgets for 2021-2022 at the May 13, 2021 meeting of the Board of Cooperative Educational Services. This action can be initiated after the component boards of education have voted on the BOCES Administrative Budget, as presented at the BOCES Annual Meeting. The voting date, April 19, 2021, was designated by the BOCES Board President, pursuant to §1950 subdivision 2-a (b) of the Education Law of the State of New York.

- [Quarterly Claims Report](#) (January – March 2021)

**No. 2021- 096  
EXECUTIVE  
SESSION**

Motion made by Miller seconded by McLean.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve entering into executive session at 5:05 pm for the purpose of collective negotiations pursuant to article 14 of the Civil Service Law.

Yeas: All members present

Nays: None

The Board returned to the regular session at 5:25 pm

**No. 2021 – 097  
ADMINISTRATORS  
AND NON-UNIT  
MEMBERS SALARY  
RAISE AND HEALTH  
INSURANCE  
INCREASE**

Motion made by McLean seconded by McLean.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the following agreement with the Administrators' Group and Non-Unit members employed by the St. Lawrence-Lewis BOCES, for the 2021-2022 fiscal year ending June 30, 2022:

- For 2021-2022, each member of the administrators' group and non-unit members will receive a 2.95% increase based upon their individual 2020-2021 salary.
- Beginning July 1, 2021, each member of the administrators' group will contribute 11% towards the premium cost of Health Insurance Rider 11 and each member of the non-unit members will contribute 6% towards the premium cost of Health Insurance Rider 11.

Yeas: All members present

Nays: None

**No. 2021 - 098  
ADJOURNMENT**

Motion made by Young, seconded by Wells to adjourn the meeting at 5:27 p.m.

Yeas: All members present

Nays: None

**Maureen A. Bouchey, District Clerk**