



**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: August 20, 2020  
BOE APPROVED: September 10, 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, August 20, 2020 at the Educational Services Center, 40 W. Main Street, Canton, New York beginning at 4:00 pm.

**Roll Call:**

Present: Roger Bennett, Jack Zeh, James Lattimer, James Young, Kevin Wells, and Michael Davis

Zoom: Cindy McLean

Excused: Michael Miller and William Cartwright

Others: Thomas Burns, Darin Saiff, Nicole Ashley, Maureen Bouchey, Renee' Langtry-Green, Jane Akins, Marshall Fiese, Rebekah Mott, Lori Remington, Rachel O'Donnell, and Julie Austin-Kormanyos

All members stood for the Pledge of Allegiance.

**No. 2021- 029  
ALL [PERSONNEL](#)  
BOARD ACTION AS  
FOLLOWS:**

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 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 - 030  
LOCAL BIDS**

Motion made by Young 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 bid awards for building materials (framing lumber, fasteners, insulated LVL headers, and trusses), to low bidder meeting specifications for Southwest CTE Center and Seaway CTE Center for the building of the houses:

Southwest CTE Center

- General Bldg. Materials – White’s Lumber, Gouverneur, NY - \$25,549.03

Seaway CTE Center

- General Bldg. Materials – White’s Lumber, Gouverneur, NY - \$25,549.03

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

Yeas: All members present

Nays: None

**No. 2021 - 031  
[CODE OF CONDUCT](#)**

Motion made by Davis, 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 annual review of the Code of Conduct as required by Education Law.

(In accordance with [Board Policy #2410](#) – Code of Conduct on BOCES Property)

Yeas: All members present

Nays: None

**No. 2021 – 032  
NYSITCC  
CONTRACT**

Motion made by Young 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 following NYSITCC contract:

WHEREAS, It is the plan of a number of BOCES districts in New York, to conser to jointly enter into an agreement for the 2020 – 2021 fiscal year, for [TEQ](#), [WeVideo](#), [SeeSaw Learning](#), [Neuron Fuel/Tynker](#), 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.

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

Yeas: All members present

Nays: None

**No. 2021 – 033**  
**PART Y OF**  
**CHAPTER 57 OF**  
**THE LAWS OF 2019**

Motion made by Wells 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:

WHEREAS, Part Y of Chapter 57 of the Laws of 2019 provided for salary increases and salary-related fringe benefit increases to designated staff positions as defined by the Commissioner and in accordance with the standards prescribed by the Commissioner;

BE IT RESOLVED, that the funding provided to St. Lawrence-Lewis BOCES pursuant to Part Y of Chapter 57 of the Laws of 2019 for the period beginning January 1, 2020 will be, or was, used solely to provide salary increases and salary-related fringe benefit increases for direct care staff and direct support professional staff as defined by the commissioner and in accordance with standards prescribed by the Commissioner;

BE IT RESOLVED, that the funding provided to St. Lawrence-Lewis BOCES pursuant to Part Y of Chapter 57 of the Laws of 2019 for the period of April 1, 2020 will be, or was, used solely to provide salary increases and salary-related fringe benefit increases for direct care staff, direct support professional staff and/or clinical staff as defined by the Commissioner and in accordance with standards prescribed by the Commissioner;

BE IT FURTHER RESOLVED, that such funding will not be and was not used for any other purpose or expense.

Yeas: All members present

Nays: None

**No. 2021 - 034**  
**[RETENTION &](#)**  
**[DISPOSITION](#)**  
**[SCHEDULE \(LGS-1\)](#)**

Motion made by Zeh 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:

RESOLVED, by the St. Lawrence-Lewis BOCES that the Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

- Only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein;
- Only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

(In accordance with Article 57-A of the Arts & Cultural Affairs Law)

Yeas: All members present

Nays: None

**No. 2021 - 035  
CONSENT AGENDA**

Motion made by Young, seconded by Davis.

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 [July 2, 2020](#) – Regular and Organizational Meetings  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

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

Account Balances – July 31, 2020

General Fund	\$ 803,578.36
Federal Fund	\$ 487,575.26
Trust & Agency Fund	\$ 200.19
Payroll Fund	\$ 0.00
Capital Renovation Project	\$ 822,195.79
Capital Equipment Reserve	\$ 237,920.87

Current Budget Allocation – July 31, 2020

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

General Fund Budget..... \$ 70,522,790.95

Approval of Technical Center Emergency Response Plans (ERP)  
(In accordance with [Board Policy #4510](#) – Facilities Planning)

- Northwest Technical Center
- Southwest Technical Center
- Seaway Technical Center

Cooperative Bids

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

- Produce (September / October 2020)

Staff Conference

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

- Darin Saiff and Jennifer Myers S/CDN Meetings in Albany monthly for the 2020-2021 school year.
- Thomas Burns to attend the District Administration Leadership Institute Conference (DALI) in Colorado Springs, CO from April 6-10, 2021.

Appointment of Officer

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

- COVID-19 Safety Coordinator – Darin Saiff

Lease between Crown Castle and St. Lawrence-Lewis BOCES

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

This is a two-year (July 1, 2020 – June 30, 2022) lease agreement between Crown Castle and St. Lawrence-Lewis BOCES for the use of the bus repeater located at Sucker Lake Road site in Fine, New York. The rent amount is \$397.95 a month with an escalation for the license annually at 2%.

Approval of [School Library System Council Bylaws](#)

(In accordance with School Library System Regulation 90.18 Section B – SLLBOCES Governing Body)

Re-Adoption of the [2020-2021 BOCES Common Calendar](#)

(In accordance with [Board Policy #7320](#) – School Calendar / School Day)

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

[District-Wide Safety Plan](#) – 30 day public comment period with a public hearing to be held at 5:45 pm on September 10, 2020 prior to the adoption at the September Board of Education meeting.

**Presentations:** Rebekah Mott – Thought Exchange

Special Education Principals - ESY

**Other:** Board of Education Evaluations – due by September 10, 2020

**Pass-Around Info:** None

**No. 2021 - 036  
ADJOURNMENT** Motion made by Young, seconded by Davis to adjourn the meeting at 5:29 p.m.

Yeas: All members present

Nays: None

**Maureen A. Bouchey, District Clerk**