



**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 AGENDA

Tuesday, April 13, 2021 – 4:00 pm

**Board of Education Goals
2020 - 2021**

St. Lawrence-Lewis BOCES is committed to work successfully with component districts across the region:

- To enhance and increase student achievement and opportunities to access advanced coursework essential for a successful preparation for college, career, and citizenship including alternative and technology-based platforms
- To promote regional sharing and delivery models through inter-BOCES as well as intra-BOCES arrangements
- To develop a better model to continuously evaluate BOCES services for quality, efficiency, and potential improvement, including input from our component school district partners
- 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 working with other educational partners, during the coming years of uncertain state aid, revenue, and budgets.
- Work with the Board of Education Facilities Committee and component school districts to complete upgrades at various sites through the BOCES CTE capital project and Energy Performance Contract. The projects 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, to build and refine regional pipelines that will produce teachers and future educational leaders for the region, including the new Ed Leadership Program at SUNY Potsdam and the Advanced Certificate in Special Education Program.
- Work with component districts to provide professional development for the implementation of instructional tools and strategies needed for effective hybrid and virtual instruction, as well as providing parents with the knowledge and skills needed to support their students with such instruction.
- The BOCES will investigate models of Social/Emotional/Learning (SEL) for implementation across the region, which will increase both the cognitive capacity of all students and their physical and mental well-being.
- Continue to provide school districts and BOCES staff the information, resources, and training necessary to protect digital information, including Personally Identifiable Information (PII) of staff/students, and to protect our technology platforms.

AGENDA

Opening Activities

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

- I. Call to Order by President
- II. Pledge of Allegiance
- III. Roll Call and Quorum Check

Action Items

- IV. [Personnel – Attachment “A”](#)
(In accordance with [Board Policy #5150](#) – Recruitment, Selection, and Appointment of Personnel)

A motion is needed to approve the entire Personnel section as presented in Attachment “A”.

- V. Revenue Anticipation Note Resolution (RAN)
(In accordance with [Board Policy #4510](#) – Facilities Planning)

*Rationale: The necessity of borrowing is due to the lack of revenue during the summer.
This is an annual request and the loan is repaid by fiscal year end, June 2021.*

A motion is needed to 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.

VI. Approval of NYS Deferred Compensation Plan Contribution
(In accordance with [Board Policy #5330](#) – Tax Sheltered Annuities)

A motion is needed to approve the addition of an investment benefit (post-tax to the state plan – Roth) to the New York State Deferred Compensation Plan.

VII. Local Bid
(In accordance with [Board Policy # 4310](#) – Purchasing Policy)

A motion is needed to 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.

VII. Installment Purchases
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

Rationale: The Board of Education finds and determines that it is in St. Lawrence-Lewis BOCES' best financial interest to acquire the equipment for the benefit of the District because:

- *It provides an opportunity to use the equipment without committing to the full costs of purchase; and*
- *After seeking competitive quotes, Lessor provides the most financially advantageous lease terms.*

A motion is needed to 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.

VIII. Approval of External Auditor RFP Award
(In accordance with [Board Policy #4484](#) – Financial Accountability)

The BOCES contract with Bower and Company has expired. We are required to issue a RFP for the External Auditor every five years.

A motion is needed to approve the RFP award for the External Auditor for the fiscal years 2020-2021 to 2024-2025.

IX. Handbook on Administration of Federal Education Programs
(In accordance with [Board Policy # 4484](#) – Financial Accountability)

A motion is needed to approve the Handbook on Administration of Federal Education Programs for St. Lawrence-Lewis BOCES.

X. Consent Agenda Items for Action

- 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 Distance 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 (Iobservation), Breakout EDU (Breakout EDU), Carnegie Learning (Mathia), SAVVAS (Experience Physics 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 Meeting)

Claims Auditor – Julia Stevenson

A motion is needed to approve the above consent.

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

XV. Other

- A. 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 NY.

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

XVI. Pass-Around Information

XVII. Adjournment