



**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 19, 2021  
BOE APPROVED: September 9, 2021**

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 19, 2021 at the Educational Services Center, 40 W. Main Street, Canton, New York beginning at 4:00 pm.

**Roll Call:**

- Present: Roger Bennett, Ward Remington, Michael Miller, Jack Zeh, Cindy McLean, Michael Davis, and Kevin Wells
- Via Zoom: James Lattimer
- Excused: William Cartwright
- Others Present: Thomas Burns, Darin Saiff, Maureen Bouchey, Marshall Fiese, Renee' Langtry-Green, Jane Akins, Nicole Ashley, Kevin Perretta, Lori Remington, Jill Farrand, Michael Lahey of MARCH Associates, and Rob Gray of C & S

All members stood for the Pledge of Allegiance.

**No. 2022 - 034  
ALL PERSONNEL  
BOARD ACTION AS  
FOLLOWS:**

Motion made by McLean 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 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. 2022 – 035  
LOCAL BIDS**

Motion made by Zeh seconded by McLean.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does approve the bid awards for building materials, to low bidder meeting specifications for Northwest Technical Center, Southwest Technical Center, and Seaway Technical Center for the buildings of the houses:

Insulated LVL Headers:

Northwest Technical Center – J.C. Merriman - \$1,007.60  
Southwest Technical Center – J.C. Merriman - \$1,007.60  
Seaway Technical Center – J.C. Merriman - \$1,007.60

Trusses:

Northwest Technical Center – J.P. Building Supply - \$5,945.50  
Southwest Technical Center - J.P. Building Supply - \$5,945.50  
Seaway Technical Center - J.P. Building Supply - \$5,945.50

Framing Lumber:

Northwest Technical Center – Route 37 Lumber - \$19,500.00  
Southwest Technical Center – Route 37 Lumber - \$19,500.00  
Seaway Technical Center – Route 37 Lumber - \$19,500.00

Fasteners:

Northwest Technical Center – Bicknell Building Supply - \$2,592.50  
Southwest Technical Center – Bicknell Building Supply - \$2,535.70  
Seaway Technical Center – Bicknell Building Supply - \$2,379.85

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

Yeas: All members present  
Nays: None

**No. 2022 – 036  
[CODE OF CONDUCT](#)**

Motion made by Miller seconded by Remington.

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. 2022 - 037**  
**PROFESSIONAL**  
**DEVELOPMENT**  
**PLAN**

Motion made by Davis seconded by McLean.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does approve the St. Lawrence-Lewis BOCES Professional Development Plan (PDP) as mandated by Part 100.2 of the Commissioner's Regulations.

(In accordance with Commissioner's Regulations as mandated by Part 100.2)

Yeas: All members present

Nays: None

**No. 2022 - 038**  
**DISTRICT-WIDE**  
**SAFETY PLAN**

Motion made by Davis seconded by Remington.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the District-wide Safety Plan in accordance with Section 155.17 of the Regulations of the Commissioner of Education.

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

Yeas: All members present

Nays: None

**No. 2022 - 039**  
**SECTION X INTERN**

Motion made by Wells seconded by Remington.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the temporary appointment of Ryan Besaw to the unpaid position of Section X Intern, totaling 360 hours, to shadow Carl Normandin August 16, 2021 through December 17, 2021 with the initial assignment being ESC Canton.

(In accordance with [Board Policy #5150](#) – Recruitment, Selection, and Appointment of Personnel)

Yeas: All members present

Nays: None

**No. 2022 - 040**  
**EDUCATIONAL**  
**TECHNOLOGY**  
**SPECIALIST INTERN**

Motion made by Davis 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 Cashlynn Colbert as an Educational Technology Specialist Intern, unpaid totaling 100 hours, to shadow Educational Technology Specialists/Professional Development Coaches, effect 7/1/2021 – 8/31/2021.

(In accordance with [Board Policy #5150](#) – Recruitment, Selection, and Appointment of Personnel)

Yeas: All members present

Nays: None

**No. 2022 - 041  
EDUCATIONAL  
TECHNOLOGY  
SPECIALIST INTERN**

Motion made by McLean 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 Jacqueline S. Bochicchio as an Educational Technology Specialist Intern, unpaid totaling 100 hours, to shadow Educational Technology Specialists/Professional Development Coaches, effect 7/1/2021 – 8/31/2021.

(In accordance with [Board Policy #5150](#) – Recruitment, Selection, and Appointment of Personnel)

Yeas: All members present  
Nays: None

**No. 2022 – 042  
TECHNOLOGY  
INTERN**

Motion made by McLean seconded by Remington.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the temporary appointment of Luis Estevez-Brenton to an unpaid position with the Technology Department, totaling 160 hours to shadow computer technicians, under the guidance of Lori Remington, Director of Technology, from August 26 through November 30, 2021.

(In accordance with [Board Policy #5150](#) – Recruitment, Selection, and Appointment of Personnel)

Yeas: All members present  
Nays: None

**No. 2022 – 043  
OPWDD INCIDENT  
REPORT  
COMMITTEE**

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 the following people to comprise the OPWDD Incident Reporting Committee:

Administrator: David Evans  
Assistant Program Manager: Jennifer Rowledge

Yeas: All members present  
Nays: None

**No. 2022 – 044  
OPWDD MEDICAID  
COMMITTEE**

Motion made by Zeh 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 people to comprise the OPWDD Medicaid Committee:

Medicaid Compliance Officer: Marshall Fiese  
Members of the Committee: Cindy McLean (BOE member); Karis Munson, Lisa Derouchie, and Lisa Kingston

Yeas: All members present  
Nays: None

Motion made by Remington, 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 consent agenda:

- Minutes of Regular Meeting – [July 21, 2021](#) Special Board Meeting (In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)
- [Treasurer’s Report for period ending July 31, 2021](#) (In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances

General Fund	\$ 1,041,241.23
Federal Fund	\$ 927,286.77
Trust & Agency Fund	\$ 238.82
Payroll Fund	\$ 0.00
Capital Renovation Project	\$ 1,285,105.40
Capital Equipment Reserve	\$ 204,991.45

B. Current Budget Allocation

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

General Fund Budget..... \$ 71,377,581.76

- Cooperative Bids (In accordance with [Board Policy #4310](#) – Purchasing Policy)
  - Cafeteria Foods for August 2021 – January 2022 (SLL/JL/FEH/Clinton/Essex BOCES)
  - Natural Gas for November 1, 2021 – October 31, 2022
- Appointment of 2021-2022 Authorizations (In accordance with [Board Policy #1438](#) – Annual Organizational Meeting)
  - Designation of Treasurer to sign all checks; in the absence of the Treasurer, the Director of Financial Affairs will sign all checks.
- [Establish Hourly/Per-Diem/Stipend Rates for 2021 - 2022 Year](#) (In accordance with [Board Policy #5151](#) – Temporary and Part-time Employees)

Yeas: All members present  
Nays: None

**No. 2022 – 046  
PITNEY BOWES**

Motion made by Zeh seconded by Davis.

**MOTION FAILED**

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the appropriations to Pitney Bowes for the leased equipment for agreement #0040173466 and #0040804085 which was utilized for the St. Lawrence-Lewis Counties Healthcare administrative services.

Yeas: None

Nays: Bennett, Zeh, Remington, Davis, Wells, Lattimer, McLean, Miller

**Reports:**

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

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

**Discussion Items:**

None

**Informational Items:**

Update on Facilities – K. Perretta

Update on Capital Project – Michael Lahey, MARCH Associates & Rob Gray, C&S Companies

Both Mike Lahey and Rob Gray provided a detailed update on the capital project for the Board. Mike Lahey reviewed the below capital project change order with the Board. The change order is below the \$50,000 threshold and District Superintendent Burns has authorization to sign. The change order is listed below:

Southwest Technical Center:

Change Order No. GC-01 – Northern Tier Contracting, Inc.

- Extras per change events SW-207, SW-208, SW-260 - \$21,244.07

**Presentations:**

None

**Other:**

The Board members were provided with their self-evaluation forms.

**No. 2022 - 047  
ADJOURNMENT**

Motion made by Davis, seconded McLean by to adjourn the meeting at 5:41 pm.

Yeas: All members present

Nays: None

**Maureen A. Bouchey, District Clerk**