



**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

Thursday, April 7, 2022 – 4:00 pm

**Board of Education Goals
2021-2022**

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

- To increase student performance and enhance 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 continuously evaluate BOCES services for quality, efficiency, and potential improvement, including input from our component school district partners

St. Lawrence-Lewis BOCES will:

- Provide financial and operational solutions to our component school districts helping them maximize new revenue sources.
- 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, mental well-being, and health.
- 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)

This motion will include the entire personnel section of the agenda.

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

- V. [NYS Instructional Contract Consortium](#)
(In accordance with [Board Policy #4310](#)– Purchasing Policy)

A motion is needed to approved the following resolution:

WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for the 2021 – 2022 fiscal year, for 3DUX dSIGN, IDesign USA, NextWave Stem, Elemetari LLC, SAI Interactive, WhyMaker, QuaverEd, Formative, SkillStruck, Nearpod Math, Great Minds (Eureka Math), Gynzy, STEM SIMS, Be Published, Scoir, Beable Education, Imagine Learning (My Path), Educational Vistas (Degrees of Reading), Grammar Flip, Great Minds, Houghton Mifflin Harcourt (Into Reading, Into Literature), Learning A-Z, McGraw Hill (Wonders, Open Court), Reading Horizons, Renaissance Learning (Lalilo), Tools For Schools (Book Creator), Gale (Imago), Mr. Elmer, Empower U, XSel Labs, Maia Learning, Infobase Holding, EduMetrisis, Edmentum (BASE), ARe.IO, Ripple Effects, Branching Minds, 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 record training sessions in Zoom and post those recorded sessions to the consortium, 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.

VI. NYS Instructional Contract Consortium
(In accordance with [Board Policy #4310](#)– Purchasing Policy)

A motion is needed to approved the following resolution:

WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for the 2021-2022 fiscal year for My VR Spot, Kaltura, Panopto, Yuja, and,

WHEREAS, The St. Lawrence-Lewis BOCES is desirous of participating with other BOCES Districts in New York State in joint agreements for the distance learning student courses 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 courses, and record training sessions in Zoom and post those recorded sessions to the consortium, 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.

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 \$82,000.00) for:

- **Modular Home located at Southwest CTE Center, Gouverneur, NY**
Sale of Modular Home located at Southwest CTE Center for a base bid amount of \$93,100.00, sales tax \$7,448.00 total of \$100,548.00 to the Laurie Gavin, Constable, New York.
- **Modular Home located at Northwest CTE Center, Ogdensburg, NY**
Sale of Modular Home located at Northwest CTE Center for a base bid amount of \$100,000.00, sales tax \$8,000.00 - total of \$108,000 to Benjamin Phippen, Winthrop, New York.
- **Modular Home located at Seaway CTE Center, Norwood, NY**
Sale of Modular Home located at Seaway CTE Center for a base bid amount of \$101,665.00, sales tax \$8,133.20 - total of \$109,798.20 to Kenneth Wells, Massena, New York.

VIII. 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 2022.

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, 2022:

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, 2022, 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.

IX. 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:

- **Norwood-Norfolk Central School District for four (4) network printers with Xerox which is contingent on the Norwood-Norfolk CSD Board of Education approval on April 24, 2022.**

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.

- X. Change May 2022 Board of Education Meeting Date and Time
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A motion is needed to change the May 12, 2022 Board of Education date to Tuesday, May 10, 2022 to begin at 6:30 pm.

- XI. School Counselor – Shadowing
(In accordance with [Board Policy #5150](#) – Recruitment, Selection, and Appointment of Personnel)

Rationale: Ms. Ellie Owens is a SUNY Potsdam undergraduate student interested in shadowing on Fridays at Northwest Technical Center under Matthew Hosmer, school counselor through the end of May 2022. Ellie is interested in exploring the field of school counseling. She is a senior with a major in Psychology and a minor in Wilderness Education.

A motion is needed to approve the School Counselor - Shadowing, Ellie Owens, unpaid, every Friday from 4/1/2022 through May 20, 2022, to shadow Matthew Hosmer, School Counselor at Northwest Technical Center, Ogdensburg, New York.

- XII. Lease of SLLBOCES Office Space
(In accordance with [Board Policy #4510](#) – Facilities Planning)

A motion is needed to approve the following resolution:

WHEREAS, the St. Lawrence-Lewis Board of Cooperative Educational Services (“the BOCES”) is desirous of leasing unneeded facilities and is subject to New York State Education Law § 1950 and corresponding Commissioner’s Regulation 155.14; and

WHEREAS, the Development Authority of the North Country (“DANC”) and the BOCES are desirous of entering into the lease agreement attached hereto.

WHEREAS, among other things, the lease agreement specifies that DANC shall only use the leased facilities for purposes permitted by the Consolidated Laws of New York, Public Authorities Law Ch. 43-A, Article 8, Title. 29 (“the development authority of the north country act”).

WHEREAS, the BOCES has made a study and does not anticipate a need for the leased property during the term of the proposed lease; and

WHEREAS, the BOCES has determined that the annual amount of rental payment is not less than the fair market rental value; and

WHEREAS, BOCES has determined that such lease is in the best educational and financial interest of the board.

BE IT RESOLVED:

- 1.) That the Board of Education of the St. Lawrence-Lewis BOCES does hereby approve the execution of the lease agreement with DANC, attached hereto; and**
- 2.) The Board of Education of the St. Lawrence-Lewis BOCES directs District Superintendent Burns to execute same; and**
- 3.) The Board of Education of the St. Lawrence-Lewis BOCES authorizes the carrying out of all obligations in the attached lease agreement in accordance with its terms.**

XIII. Consent Agenda Items for Action

- Minutes of Regular Meeting – [March 10, 2022](#)
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

- Treasurer’s Report for period ending March 31, 2022
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances

General Fund	\$ 2,869,455.70
Federal Fund	\$ 567,852.58
Trust & Agency Fund	\$ 775.19
Payroll Fund	\$ 0.00
Capital Renovation Project	\$ 2,141,286.84
Capital Equipment Reserve	\$ 205,005.10

B. Current Budget Allocation

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

General Fund Budget..... \$ 73,496,253.42

- Donation
(In accordance with [Board Policy #4230](#) – Acceptance of Gifts, Grants, and Bequests to BOCES)
 - The St. Lawrence-Lewis School Library System has been awarded \$9,375 from the Northern New York Library Network (Potsdam, NY) as part of the American Rescue Plan Act (ARPA) Library Program 2021-2022. In accordance with ARPA guidelines, this funding will be used to purchase digital content in the Sora ebook/audiobook platform that will be accessible by all schools and students in our service area.
 - Tobii Dynavox I-Series speech generating device to the Special Education Department by Lisa Grant-Todd in memory of her late husband Scott Todd. The unit value is \$16,325.00

- Staff Conference
(In accordance with [Board Policy #5211](#)– Travel Expenses/Conference Approval)
 - Thomas Burns to attend the Advocacy Conference with AASA The School Superintendents Association in Washington, DC from July 11-15, 2022.

A motion is needed to approve the above consent.

XIV. Reports

- A. [Thomas R. Burns, District Superintendent](#)
- B. [Darin Saiff, Assistant Superintendent for Instruction](#)

XV. Discussion Items

XVI. Information Items

- A. Update on Facilities – K. Perretta
- B. Update on Capital Project – Michael Lahey, MARCH Associates

XVII. Presentations

XVIII. Other

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

[Summary of Tentative Administrative, Capital, and Program Budgets for 2022-2023](#)

(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 2022-2023 at the May 10, 2022 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 25, 2022, was designated by the BOCES Board President, pursuant to §1950 subdivision 2-a (b) of the Education Law of the State of NY.

- B. [Claims Auditor's Quarterly Report](#)

XIX. Pass-Around Information

XX. Adjournment