



**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 7, 2022  
BOE APPROVED:**

The regular meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, April 7, 2022 at the Educational Service Center, 40 W. Main Street, Canton, New York beginning at 4:00 pm.

**Roll Call:**

Present: Roger Bennett, Jack Zeh, Cindy McLean, Ward Remington, Michael Davis, Michael Miller, and Kevin Wells

Absent: William Cartwright

Zoom: James Lattimer

Others Present: Thomas Burns, Darin Saiff, Maureen Bouchey, Nicole Ashley, Kevin Perretta, Renee' Langtry-Green, Jane Akins, and Jill Farrand

All members stood for the Pledge of Allegiance.

**No. 2022 - 099  
ALL PERSONNEL  
BOARD ACTION AS  
FOLLOWS:**

Motion made by Wells 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 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 – 100  
NYS  
INSTRUCTIONAL  
CONTRACT  
CONSORTIUM**

Motion made by Miller, 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:

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 (M Path), Educational Vistas (Degrees of Reading), Grammar Flip, Great Minds, Houghton Mifflin Harcourt (Into Reading, Into Literature), Learning A-Z, McGraw Hi (Wonders, Open Court), Reading Horizons, Renaissance Learning (Lalilo), Tools F Schools (Book Creator), Gale (Imago), Mr. Elmer, Empower U, XSel Labs, Maia Learning, Infobase Holding, EduMetrisis, Edmentum (BASE), ABRe.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.

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

Yeas: All members present

Nays: None

**No. 2022 – 101  
NYS  
INSTRUCTIONAL  
CONTRACT  
CONSORTIUM**

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 following:

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.

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

Yeas: All members present

Nays: None

**No. 2022 – 102  
LOCAL BID**

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 the following 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.

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

Yeas: All members present

Nays: None

**No. 2022 – 103  
REVENUE  
ANTICIPATION  
NOTE (RAN)**

Motion made by Remington, 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, 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.

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

Yeas: All members present

Nays: None

**No. 2022 – 104  
INSTALLMENT  
PURCHASE**

Motion made by Remington, 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 purchase 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.

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

Yeas: All members present

Nays: None

**No. 2022 – 105  
BOE MEETING DATE  
CHANGE - MAY**

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 date/time change of the May 2022 meeting to Tuesday, May 10, 2022 beginning at 6:30 pm.

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

Yeas: All members present

Nays: None

**No. 2022 – 106  
SCHOOL  
COUNSELOR -  
SHADOWING**

Motion made by Wells, 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 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.

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

Yeas: All members present

Nays: None

**No. 2022 – 107  
LEASE – DANC**

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 following:

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.

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

Yeas: All members present

Nays: None

**No. 2022 - 108  
CONSENT AGENDA**

Motion made by Remington, 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 consent agenda:

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.

Yeas: All members present

Nays: None

**Reports:**

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

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

**Discussion Items:**

None

**Informational Items:**

A. Update on Facilities – K. Perretta

B. Update on Capital Project – Michael Lahey, MARCH Associates

**Presentations:**

None

**Other:**

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.

[Claim Auditor's Quarterly Report](#)

**No. 2022 - 109  
ADJOURNMENT**

Motion made by Davis, seconded Remington by to adjourn the meeting at 5:10 pm.

Yeas: All members present  
Nays: None

**Maureen A. Bouchey, District Clerk**