



**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, June 1, 2023 – 4:00 pm

**Board of Education Goals
2022-2023**

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
- To provide financial and operational solutions to our component school districts helping them maximize new revenue sources.

St. Lawrence-Lewis BOCES will:

- 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 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 instruction, including a multi-year implementation of The Science of Reading.
- The BOCES will support 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.
- Develop resources to support BOCES and SLL component districts as they raise awareness and build capacity toward the implementation of the New York State Education Department's Culturally Responsive Sustaining Education Framework and the embedded components of Diversity, Equity, and Inclusion.

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. Acknowledgement of the 2022-2023 BOCES Retirees

Lynette Besaw – 30 years of service
Maureen Bouchey – 10 years of service
Christine Bristol – 9 years of service
Aaron Buckley – 30 years of service
Dolores Dowling – 23-1/2 years of service
Rod Hooper – 34 years of service
Carrie Lake – 30 years of service
Renee' Langtry-Green – 24 years of service
Cheryl Lashway – 24 years of service
Sheila McDonald – 13 years of service
Lisa McKeel – 33 years of service
Stephen Moriarty – 12-1/2 years of service
Karlyle Smith – 29 years of service
Nicki Jo Travis – 30 years of service
Jacqueline Willmart – 12 years of service

V. 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”.

VI. 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 \$90,000.00) for:

- **Modular Home located at Southwest CTE Center, Fowler, NY**
Sale of Modular Home located at Southwest CTE Center for a base bid amount of \$100,001.00, sales tax \$8,000.08 - total of \$108,001.08 to Lindsay and Dale Best of Harrisville, New York.

VII. Charge Unemployment Reserve Fund

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

A motion is needed to authorize expending the New York State Unemployment Insurance payments, up to \$165,000, from the Unemployment Insurance Reserve for the 2022-2023 fiscal year.

VIII. Approve Reserve Plan
(In accordance with [Board Policy #4484](#) – Financial Accountability)

Rationale: Recent guidelines from the Comptroller's Office state that the Board should develop a plan that states the rationale for establishing reserve funds, objectives for each reserve established, optimal or targeted funding levels and conditions under which the funds' assets will be used or replenished.

A motion is needed to approve the funding plan for the previously established reserve funds.

IX. Transfer of Monies from General Fund to Capital Fund
(In accordance with [Board Policy #4130](#) – Administration of Budget)

Rationale: The future CTE project will be financed with capital outlay. Transferring some of the funds now will help offset future costs on the component districts.

A motion is needed to approve the following transfers from General Fund 002 CoSer into the Capital Fund for future paving projects:

- **Up to \$950,000 (program expense)**

X. Reserve for Accrued Employee Benefits Liability
(In accordance with [Board Policy #4130](#) – Administration of Budget)

Rationale: BOCES would like to use the Reserve for Accrued Employee Benefits (Compensated Absences) to accrue unused sick and vacation time for retirements effective in the 2022-2023 school year.

A motion is needed to authorize transferring up to \$250,000.00 into the Reserve for Accrued Employee Benefits Liability from the General Fund on June 30, 2023 to accrue unused accumulated leave time for those anticipated to separate from service in the 2023-2024 school year.

XI. Reserve for Accrued Employee Benefits Liability
(In accordance with [Board Policy #4130](#) – Administration of Budget)

Rationale: BOCES would like to use the Reserve for Accrued Employee Benefits (Compensated Absences) to pay out accrued sick and vacation time for retirements effective during the 2022-2023 fiscal year.

A motion is needed to authorize expending up to \$150,000 from the Reserve for Accrued Employee Benefits Liability to pay for unused accumulated leave time for those separating from service in the 2022-2023 school year.

XII. Local Bid

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

A motion is needed to approve the bid award to Airgas USA LLC for welding gases and supplies for a three-year bid (2023-2024; 2024-2025; and 2025-2026) as the lowest bidder meeting specifications for all three technical centers.

XIII. 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:

Harrisville Central School for five (5) photocopier/scanner/printer with SymQuest, Inc. The Harrisville Central School District approved the installment purchase at their March 13, 2023 Board of Education meeting.

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.

XIV. Consent Agenda Items for Action

- Minutes of Regular Board Meeting – [May 11, 2023](#)
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

- Cooperative Bids
(In accordance with [Board Policy #4310](#) – Purchasing Policy)
 - Art & Construction Paper for 2023-2024
 - Science for 2023-2024
 - Teaching Aids for 2023-2024
 - General & Office Supplies for 2023-2024
 - Institutional Paper Supplies – monthly
 - Institutional Paper Supplies – 1st Half for 2023-2024
 - Transportation Supplies for 2023-2024
 - Cosmetology Supplies and Kits for 2023-2024
 - Printed Envelopes for 2023-2024

- [Establish Hourly/Per-Diem/Stipend Rates for 2022 – 2023 Year](#)
(In accordance with [Board Policy #5151](#) – Temporary and Part-time Employees)

- [Certification Re-Approval of four \(4\) CTE Programs](#)
(In accordance with [Board Policy #7170](#) – Instructional Technology)

Re-approval:

Agricultural Studies
Culinary Arts
HVAC/R
Metalworking Tech

A motion is needed to approve the above consent.

VI. Reports

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

VII. Information Items

- A. Update on Facilities – K. Perretta
- B. Public Hearing on District-Wide School Safety Plan – July 6, 2023 at 4 pm

VIII. Discussion Items

IX. Presentations

X. Adjournment