



**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: June 6, 2024  
BOE APPROVED: July 2, 2024**

The regular meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, June 6, 2024 at the Educational Services Center, 40 W. Main Street, Canton, New York beginning at 5:00 pm.

**Roll Call:**

- Present: Roger Bennett, Ward Remington, Kevin Wells, Michael Miller, Jack Zeh, Cindy McLean and James Lattimer
- Excused: Todd Bates and Michael Davis
- Others Present: Thomas Burns, Darin Saiff, Nicole Ashley, Jane Akins, Johnathan Hirschey, Marshall Fiese, Julie Austin-Kormanyos, Lori Remington, Lori Sheffield and Jennie Colburn

All members stood for the Pledge of Allegiance.

Board President Roger Bennett thanked all of the retirees for their dedication and service to BOCES. The following retirees were acknowledged for their service:

- Jane Akins – 18 years of service
- Melinda Bixby – 2 ½ years of service
- Sheila Cleveland – 30 years of service
- Christine Hunkins – 31 years of service
- David Lennox – 17 years of service
- Shawn Miller – 30 years of service
- Holly Milne-Wells – 31 ½ years of service
- Mark Mulkin – 30 years of service
- Eugene Mullaney – 22 ½ years of service
- John Newtown – 15 ½ years of service
- Leigh Stark – 10 ½ years of service
- Anna Volpe-Berghaus – 29 years of service
- Danny Weldon – 10 years of service
- Patricia Weston-Clary – 34 years of service
- Georgia Wyatt – 25 years of service

**No. 2024 – 122**  
**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. 2024 – 123**  
**UNEMPLOYMENT**  
**RESERVE FUND**

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 authorize expending the New York State Unemployment Insurance payments, up to \$165,000, from the Unemployment Insurance Reserve for the 2023-2024 fiscal year.

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

Yeas: All members present

Nays: None

**No. 2024 – 124**  
**RESERVE PLAN**

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 funding plan for the previously established reserve funds.

(In accordance with [Board Policy #4484](#) – Financial Accountability)

Yeas: All members present

Nays: None

**No. 2024 – 125**  
**TRANSFER MONIES**  
**FROM GENERAL**  
**FUND TO CAPITAL**  
**FUND**

Motion made by Miller, 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 transfers from General Fund 002 CoSer into the Capital Fund for future paving projects:

- Up to \$1,500,000 (program expense)
- Up to \$22,000 (capital expense)

(In accordance with [Board Policy #4130](#) – Administration of Budget)

Yeas: All members present

Nays: None

**No. 2024 – 126  
RESERVE FOR  
ACCRUED  
EMPLOYEE  
BENEFITS LIABILITY**

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 authorize transferring up to \$250,000.00 into the Reserve for Accrued Employee Benefits Liability from the General Fund on June 30, 2024 to accrue unused accumulated leave time for those anticipated to separate from service in the 2024-2025 school year.

(In accordance with [Board Policy #4130](#) – Administration of Budget)

Yeas: All members present

Nays: None

**No. 2024 – 127  
ACCRUED  
EMPLOYEE  
BENEFITS LIABILITY**

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 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 2023-2024 school year.

(In accordance with [Board Policy #4130](#) – Administration of Budget)

Yeas: All members present

Nays: None

**No. 2024 – 128  
CTE EQUIPMENT  
RESERVE**

Motion made by McLean, seconded by Lattimer.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby authorize increased funding of the previously established CTE Equipment Reserve Fund up to the amount of \$100,000 for the 2023-2024 year.

(In accordance with [Board Policy #4210](#) – Investments)

Yeas: All members present

Nays: None

**No. 2024 – 129  
CONSENT AGENDA**

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 approve the consent agenda:

- Minutes of Regular Board Meeting – [May 9, 2024](#) and Special Board Meeting – [May 29, 2024](#)  
(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 2024-2025
  - Custodial Supplies 2024-2025
  - Teaching Aids 2024-2025
  - General & Office Supplies 2024-2025
  - Institutional Paper Supplies – 1<sup>st</sup> Half for 2024-2025
  - Natural Gas Bid Extension 2024-2025
  - Printed Envelopes 2024-2025
  - Art Supplies 2024-2025
  - Athletics Equipment and Supplies 2024-2025
  - Cosmetology Supplies and Kits 2024-2025
- [Administrator Handbook](#)  
(In accordance with [Board Policy #5230](#) – Negotiations)
- [Donations](#)  
(In accordance with [Board Policy #4230](#) – Acceptance of Gifts, Grants, and Bequests to BOCES)
    - Donation of \$50.00 for a Criminal Justice scholarship at Northwest Tech Center from Wayne Taillon, Madrid, NY.
    - Donation of \$100.00 for a scholarship at Northwest Tech Center from Angela LaJoy, St. Lawrence River Real Estate, Morristown, NY.
- [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

Yeas: All members present  
 Nays: None

**Reports**

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

**Informational Items**

Update on Facilities – K. Perretta  
 Public Hearing on District-Wide School Safety Plan – July 2, 2024 at 4 pm

**Discussion Items**

None

**Presentations**

None

**No. 2024 – 130  
ADJOURNMENT**

Motion made by Miller, seconded by McLean to adjourn the meeting at 5:46 pm.

Yeas: All members present

Nays: None

**Jennie L. Colburn, District Clerk Pro-Tem**