



**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 6, 2024 – 5:00 pm

**Board of Education Goals
2023-2024**

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, and specifically to provide training and build school district preparedness for lean times due to reductions of federal and state aid.

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, and the District Superintendents' Innovation Committee and BOCES of NYS Teacher Ambassador Program.
- Work with component districts to provide professional development of a multi-year implementation of The Science of Reading to address significant literacy gaps across the region.
- 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.
- Begin a comprehensive review of regional Special Education programs and classes, both BOCES and school district, with an eye towards future restructuring.

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
- IV. Public Comments

Action Items

V. Acknowledgement of the 2023-2024 BOCES Retirees

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

VI. 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”.

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 2023-2024 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 \$1,500,000 (program expense)**
- **Up to \$22,000 (capital 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, 2024 to accrue unused accumulated leave time for those anticipated to separate from service in the 2024-2025 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 2023-2024 school year.

XII. CTE Equipment Reserve
(In accordance with [Board Policy #4210](#) – Investments)

A motion is needed to authorize increased funding of the previously established CTE Equipment Reserve Fund up to the amount of \$100,000 for the 2023-2024 year.

XIII. Consent Agenda Items for Action

- 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 – 1st 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 two \(2\) CTE Programs](#)
(In accordance with [Board Policy #7170](#) – Instructional Technology)

Re-approval:

Criminal Justice
Software Development and Business Design

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 2, 2024 at 4 pm

VIII. Discussion Items

IX. Presentations

X. Adjournment