



**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 10, 2025  
BOE APPROVED:**

A meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, April 10, 2025 at the Educational Services Center, 40 West Main Street, Canton, New York beginning at 4:00 pm.

**Roll Call:**

Present: Roger Bennett, Jack Zeh, Cindy Mc Lean, Michael Davis, Michael Miller, Todd Bates and Ward Remington

Excused: Kevin Wells and James Lattimer

Others Present: Thomas Burns, Darin Saiff, Nicole Ashley, Jennie Colburn, Johnathan Hirschey, Lori Remington, Lori Sheffield, Julie Austin-Kormanyos, Kevin Perretta and Steven Morrow

All members stood for the Pledge of Allegiance.

**Public Comments** None

**No. 2025 – 090  
PERSONNEL  
BOARD ACTION AS  
FOLLOWS:**

Motion made by Zeh, seconded by Bates.

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. 2025 – 091** Motion made by Miller, seconded by Davis.

**NYSITCC  
CONTRACT**

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby 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 2024 – 2025 fiscal year, for Aha Moments, Inc., Brisk Labs Corp., CEED, Inc. dba pi-top, CentralReach, LLC, Classwork.com dba Work On Learning, Inc., Digital Respons-ability, Koalluh, Inc. dba LitLab.ai, Learn By Doing Inc., Learning Innovation Catalyst Inc. (LINC), Magic School, Inc., Noiz Ivy, Inc. dba YOclass.com, Nona Ullman, EdTechLiveLLC, dba LessonLoop, Platform Athletics, LLC, PowerSchool Holdings, LLC dba PowerSchool Group, LLC, ReThink Autism, Inc., Securly Inc., Springbay Studio Ltd., Think Group Holdings, Inc. dba Frenalytics, TinkRworks, Inc., YouScience, LLC 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. 2025 – 092  
LOCAL BID**

Motion made by Davis, 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 bid awards for building materials, to low bidder meeting specifications for the Seaway Technical Center for the building of the house:

Countertops: White's Lumber - \$1,006.66

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

Yeas: All members present

Nays: None

**No. 2025 – 093  
LOCAL BID**

Motion made by Miller, seconded by Bates.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the no bid award for the 2025 Chevrolet Silverado 2500 HD, due to no bidder response.

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

Yeas: All members present

Nays: None

**No. 2025 – 094  
LOCAL BID**

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 no bid award for the modular home located at Seaway CTE Center, Norwood, NY, due to no bidder response and will be advertised for new bids.

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

Yeas: All members present

Nays: None

**No. 2025 – 095  
DECLARATION OF  
EMERGENCY  
PROJECTS**

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 following emergency project:

- Northwest Technical Center – two boiler circulation pumps – the condition required immediate corrective action and could not await execution of proper bidding procedures due to the health and safety concerns.

The public emergency is defined by the General Municipal Law as an accident or other unforeseen occurrence or condition affecting public buildings, public property, or life, health, safety, or property.

(In accordance with General Municipal Law; Laws of NY, Consolidated Laws, PBB, Article 2; Section 9 – construction emergencies)

Yeas: All members present

Nays: None

**No. 2025 – 096  
COOPERATIVE BID  
REJECTION**

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 following resolution:

WHEREAS, the Board has determined that the solicitation was not properly distributed to all potential bidders included on the vendor list.

NOW, THEREFORE, BE IT RESOLVED, that all bids submitted in response to the request for bids for institutional paper supplies – 1<sup>st</sup> half be and hereby are rejected; and

FUTHER RESOLVED, that the Supervisor of Purchasing Services is hereby authorized to issue new bid specifications and advertise for new bids.

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

Yeas: All members present

Nays: None

**No. 2025 – 097  
REVENUE  
ANTICIPATION  
NOTE RESOLUTION  
(RAN)**

Motion made by McLean, 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 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 \$6,000,000 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, 2025:

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, 2025, 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. 2025 – 098  
INSTALLMENT  
PURCHASES**

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 installment purchase for:

- Harrisville Central School District for a network printer with Advanced Business Systems in the amount of \$10,384.20 for the 2024-2025 school year. The Harrisville Central School District approved the installment purchase at their March 10, 2025 Board of Education meeting.

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

Yeas: All members present

Nays: None

**No. 2025 – 099  
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 following consent agenda items:

- [Minutes of March 13, 2025 BOE Meeting](#)  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)
- [Treasurer's Report for period ending March 31, 2025:](#)  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances (March 31, 2025)

General Fund	\$10,014,680.65
Federal Fund	\$776,560.37
Trust & Agency Fund	\$1,221.10
Payroll Fund	\$0.00
Capital Renovation Project	\$560,362.20
Capital Equipment Reserve	\$207,143.88

B. Current Budget Allocation – March 31, 2025

[Budget Report](#)

[District Billing](#)

General Fund Budget..... \$76,351,317.39

- Donations  
(In accordance with [Board Policy #4230](#) – Acceptance of Gifts, Grants, & Bequests to BOCES)
  - Donation of two (2) 30 KVA transformers to the Electrical Technologies program at Seaway Technical Center from S & L Electric, Inc, Colton, New York. The approximate value of the transformers is \$4,740.50.
  - Donation of Shark Bite connectors valued at \$600.00 to the HVAC/R program at Seaway Technical Center from Deb Willer, Massena, New York.

- Donation of a secretarial desk (tag #19346) to Massena Central School District.
- Staff Conference  
(In accordance with [Board Policy #5211](#)– Travel Expenses/Conference Approval)
  - Glenda Morales-Hanley to attend the School Business Official Leadership Academy and ASBO Education Summit in Saratoga Springs, New York from June 6, 2025 through June 11, 2025.

Yeas: All members present

Nays: None

## Reports

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

[Darin Saiff, Deputy Superintendent](#)

## Discussion Items

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

[Summary of Tentative Administrative, Capital, and Program Budgets for 2025-2026](#)

(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 2025-2026 at the May 8, 2025 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 29, 2024, 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 \(January – March 2025\)](#)

## Informational Items

- A. Update on Facilities – K. Perretta
- B. Southwest Technical Center Open House, April 15, 2025, 5-7 pm
- C. Next BOE meeting, May 8, 2025, 6 pm at Southwest Tech Center

## Presentation

None

## Other

None

## Pass Around

Burns, T. (2015, April 1). Closing Time: What Nobody Tells You About Exiting the Superintendency. *AASA School Administrator*, 32-35.

**No. 2025 – 100  
EXECUTIVE  
SESSION**

Motion made by Bates, seconded by Miller.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby enter into executive session to discuss negotiations at 4:44 pm.

Yeas: All members present

Nays: None

The Board returned to regular session at 5:00 pm.

**No. 2025 – 101  
ADMINISTRATORS  
AND NON-UNIT  
RAISE**

Motion made by Bates, 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 agreement with the Administrators' and Non-Unit members employed by the St. Lawrence-Lewis BOCES for the 2025-2026 and 2026-2027 school years:

- Salary (for both Administrative members and Non-Unit members) 2025-2026 -- Four and a half percent (4.5%) salary increase with a health insurance increase of a half percent (.5%) which will bring the health insurance contribution from 12% to 12.5% for Administrators and 7% to 7.5% for Non-Unit members.
- Salary (for both Administrative members and Non-Unit members) 2026-2027 -- Four and a half percent (4.5%) salary increase with a health insurance increase of a half percent (.5%) which will bring the health insurance contribution from 12.5% to 13% for Administrators and 7.5% to 8% for Non-Unit members.

Yeas: All members present

Nays: None

**No. 2025 – 102  
ADJOURNMENT**

Motion made by Bates, seconded by Davis to adjourn the meeting at 5:02 pm.

Yeas: All members present

Nays: None

**Jennie L. Colburn  
District Clerk**