



**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: August 22, 2024  
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, August 22, 2024 at the Educational Services Center, 40 W. Main Street, Canton, New York beginning at 4:00 pm.

**Roll Call:**

Present: Roger Bennett, Todd Bates, Michael Davis, Cindy McLean, James Lattimer, Michael Miller, and Kevin Wells (arrived at 4:21 pm)

Excused: Ward Remington and Jack Zeh

Others Present: Thomas Burns, Darin Saiff, Nicole Ashley, Jennie Colburn, Marshall Fiese, Lori Sheffield, Johnathan Hirschey, Julie Austin-Kormanyos and Lori Remington

Christine Cornell (left at 4:07 pm)  
Abigail Seymour and Darcy Rabideau (left at 4:35 pm)

All members stood for the Pledge of Allegiance.

**Oath of Office** - Jennie Colburn, District Clerk administered the Oath of Office to board member James Lattimer on July 11, 2024 for a three-year term (July 1, 2024 – June 30, 2027).

**Public Comments** None

**No. 2025 - 025** Motion made by Davis, seconded by Bates.

**ALL PERSONNEL  
BOARD ACTION AS  
FOLLOWS:**

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 – 026**  
**DISTRICT**  
**SUPERINTENDENT**  
**EMPLOYMENT**  
**AGREEMENT**

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 amendment of Paragraph 8 “Holidays” to the District Superintendent’s Employment Agreement between the Board and District Superintendent dated July 2, 2024.

(In accordance with [Board Policy #1310](#) – Power & Duties of the Board & Its Officers)

Yeas: All members present  
Nays: None

**No. 2025 – 027**  
**NYSITCC**  
**CONTRACT**

Motion made by Wells, 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 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 2024 – 2025 fiscal year, for Aperture Education, 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 – 028**

Motion made by McLean, seconded by Davis.

**CONSTRUCTION  
TECHNOLOGY  
PROJECT  
AGREEMENT**

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the Construction Technology Project Agreement between St. Lawrence-Lewis BOCES and the S.T.E.P. by S.T.E.P. Inc. related to the Northwest Technical Center house construction project.

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

Yeas: All members present

Nays: None

**No. 2025 – 029  
CONSTRUCTION  
TECHNOLOGY  
PROJECT  
AGREEMENT**

Motion made by Wells, 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 Construction Technology Project Agreement between St. Lawrence-Lewis BOCES and the S.T.E.P. by S.T.E.P. Inc. related to the Southwest Technical Center house construction project.

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

Yeas: All members present

Nays: None

**No. 2025 – 030  
ENGINEERING  
AGREEMENT**

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 Engineering Agreement between St. Lawrence-Lewis BOCES and Tisdell Associates related to the Seaway Technical Center 2024-2025 modular home design.

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

Yeas: All members present

Nays: None

**No. 2025 – 031  
LOCAL BIDS**

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

Insulated LVL Headers: Rt 37 Building Supply - \$1,480.75

Trusses: White's Lumber - \$7,520.44

Framing Lumber: White's Lumber - \$17,756.47

Fasteners: White's Lumber - \$1,742.37

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

Yeas: All members present

Nays: None

**No. 2025 – 032**  
**DISTRICT-WIDE**  
**SAFETY PLAN**

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 District-wide Safety Plan in accordance with Section 155.17 of the Regulations of the Commissioner of Education.

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

Yeas: All members present

Nays: None

**No. 2025 – 033**  
**CODE OF CONDUCT**

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 annual review of the Code of Conduct as required by Education Law.

(In accordance with [Board Policy #2410](#) – Code of Conduct on BOCES Property)

Yeas: All members present

Nays: None

**No. 2025 – 034**  
**CONSENT AGENDA**

Motion made by McLean, 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 consent agenda:

- Treasurer’s Report for period ending June 30, 2024:  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances (June 30, 2024)

General Fund	\$1,631,918.17
Federal Fund	\$408,619.61
Trust & Agency Fund	\$599.93
Payroll Fund	\$0.00
Capital Renovation Project	\$467,628.92
Capital Equipment Reserve	\$206,524.06

B. Current Budget Allocation – June 30, 2024

[Budget Report](#)

[District Billing](#)

General Fund Budget..... \$75,611,591.80

- Treasurer’s Report for period ending July 31, 2024:  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

C. Account Balances (July 31, 2024)

General Fund	\$2,842,332.73
Federal Fund	\$804,361.48
Trust & Agency Fund	\$610.34
Payroll Fund	\$0.00
Capital Renovation Project	\$425,966.86
Capital Equipment Reserve	\$206,594.03

D. Current Budget Allocation – July 31, 2024

[Budget Report](#)

[District Billing](#)

General Fund Budget..... \$76,003,088.06

- [Minutes of July 2, 2024 Meeting](#)  
(In accordance with [Board Policy #1432](#) – Order of Business at m Regular Board Mtgs)
- Donations  
(In accordance with [Board Policy #4230](#) – Acceptance of Gifts, Grants, & Bequests to BOCES)
  - Donation from Jim Elrod, Riverside, CT to the Northwest Technical Center of two Ivation 12,000 BTU air conditioners, model #IVAPAC12KBTU and one Sylvania Energy Star dehumidifier, model #54L-3OES. The value of the air conditioners is \$200 each, and the value of the dehumidifier is \$125.
  - Donation of \$200.00 from Patty and Wayne Brabaw, Potsdam, NY to Seaway Technical Center to assist students in need of tools, materials, etc.
- Staff Conference  
(In accordance with [Board Policy #5211](#)– Travel Expenses/Conference Approval)
  - Jared Prashaw and Johnathan Hughes to attend a Certified Welding Inspector 1-Week Seminar/Exam Cleveland, Ohio from November 9, 2024 – November 17, 2024.
- [Establish Hourly/Per-Diem/Stipend Rates for 2024-2025 Year](#)  
(In accordance with [Board Policy #5151](#) – Temporary and Part-time Employees)
- Cooperative Bids  
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

- Cafeteria Food: August 2024 – January 2025

Yeas: All members present

Nays: None

**Reports**

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

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

**Informational Items**

- A. Update of Facilities – K. Perretta
- B. Area 6 Dinner – September 5, 2024 at the Malone Golf Club
- C. Regent Catania Dinner – Wednesday, October 15, 2024 at 5:30 pm at Seaway Tech
- D. Board of Education Self Evaluations
- E. Next Board of Education Meeting – Thursday, September 12<sup>th</sup>, 6:00 pm at ESC

**Discussion Items**

None

**Recognition**

Recipient of the NYS Educator Excellence Award – Christine Cornell

**Presentation**

Office of Special Education, Regional Partnership Grant – Julie Austin-Kormanyos and Abigail Seymour

**No. 2025 – 035  
EXECUTIVE  
SESSION**

Motion made by Bates, seconded by Lattimer.

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 for the purpose of discussing the employment history of a particular employee and to discuss the proposed acquisition, sale or lease of real property at 5:23 pm.

Yeas: All members present

Nays: None

Board returned to regular session at 5:59 pm.

**No. 2025 – 036  
ADJOURNMENT**

Motion made by McLean, seconded by Bates to adjourn the meeting at 6:00 pm.

Yeas: All members present

Nays: None

**Jennie L. Colburn, District Clerk**