



**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: December 11, 2025
BOE APPROVED: January 8, 2026**

The regular meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, December 11, 2025 at the Seaway Technical Center, 7225 State Highway 56, Norwood, New York beginning at 4:00 pm.

Roll Call:

Present: Roger Bennett, Todd Bates, Michael Davis, Kevin Wells and James Lattimer, Jack Zeh and Michael Miller (4:01pm)

Excused: Cindy McLean, Ward Remington and Ryanna Todd (student ex officio)

Absent: Jonathan Robinson (student ex officio)

Others Present: Darin Saiff, James Nee, Nicole Ashley, Jennie Colburn, Marshall Fiese, Johnathan Hirschey, Lori Sheffield, Kevin Perretta and Reginald McDonald

All members stood for the Pledge of Allegiance.

Public Comments None

No. 2026 – 077 Motion made by Zeh, seconded by Bates.
ALL PERSONNEL
BOARD ACTION AS Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon
FOLLOWS: the recommendation of District Superintendent Saiff, 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. 2026 – 078
EXTERNAL AUDIT

Motion made by Wells, seconded by Lattimer.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Saiff, does hereby accept the external audit as presented to the audit committee by the external auditors, [Bowers and Company, CPSs, PLLC](#).

(In accordance with [Board Policy #5570](#) – Financial Accountability)

Yeas: All members present

Nays: None

No. 2026 – 079
STATE
ENVIRONMENTAL
QUALITY REVIEW

Motion made by Lattimer, seconded by Bates.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Saiff, does hereby approve the following resolution:

WHEREAS, the Board of Education of the St. Lawrence-Lewis BOCES (the “Board”) has considered the effect upon the environment of the proposed work at:

ST. LAWRENCE-LEWIS BOCES
SEAWAY AREA TECHNICAL CENTER - SOUTHWEST TECHNICAL CENTER
NORTHWEST TECHNICAL CENTER - EDUCATIONAL SERVICES CENTER

(ENERGY PERFORMANCE CONTRACT)

WHEREAS, the Board has received and reviewed the Scope of the Proposed Projects and has further received and considered the advice of its Architects and Engineers with regard to the environmental impact of the Projects; now therefore

BE IT RESOLVED, by the Board of Education of the St. Lawrence-Lewis BOCES as follows:

1. The Board hereby determines in accordance with Article 8 (State Environmental Quality Review Act - SEQRA) of the Environmental Conservation Law that the Projects are a Type II action which will not have a significant impact on the environment and is not subject to review under SEQRA.
2. The Projects are hereby approved and the District Superintendent and all officers and employees of the BOCES are authorized and directed to perform all actions and execute all documents necessary or appropriate to obtain the necessary funding, complete the Projects and to carry out the intent of this resolution.
3. This resolution is effective immediately.

(In accordance with [Board Policy #5630](#) – Facilities: Inspection, Operation and Maintenance)

Yeas: All members present

Nays: None

No. 2026 – 080
ENERGY SERVICE
PERFORMANCE
CONTRACT –
PHASE 2

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 Saiff, does hereby approve Phase 2 of the 2020 Energy Service Performance Contract with Day Automation Systems, Inc.

(In accordance with [Board Policy #5630](#) – Facilities: Inspection, Operation and Maintenance)

Yeas: All members present

Nays: None

No. 2026 – 081
NYSITCC
CONTRACT

Motion made by Davis, seconded by Wells.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Saiff, does hereby approve 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 2025 – 2026 fiscal year, for Accelerate Learning, Amplify Education Inc., Education, Training, and Research Associates, eReflect Learnig, Find Your Grind Inc., Great Minds, OYOclass.com, Pearson, Prisms of Reality Inc., Radish Education Inc., RocketLit Inc., SAM Labs, Tequipment Inc., Vernier Software and Technology Inc. dba Vernier Science Education, WhyMaker, 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 #5410](#) – Purchasing Competitive Bidding and Offering)

Yeas: All members present

Nays: None

**No. 2026 – 082
INSTALLMENT
PURCHASES**

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 Saiff, does hereby approve the installment purchases for:

- Clifton-Fine Central School District in the 2025-2026 school year with Advanced Business Systems for four (4) network printers for a total cost of \$76,702.20, which was approved at their Board meeting. The monthly cost of the equipment is \$1,278.37 for a 60-month term.

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.

(In accordance with [Board Policy #5410](#) – Purchasing Competitive Bidding and Offering)

Yeas: All members present

Nays: None

**No. 2026 – 083
LOCAL BIDS**

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 Saiff, does hereby approve the bid awards for building materials, to low bidder meeting specifications for Northwest Technical Center, Southwest Technical Center, and Seaway Technical Center for the buildings of the houses:

Insulation & Drywall Materials:

Northwest Technical Center – JP Building Supply - \$10,672.74

Southwest Technical Center – JP Building Supply - \$10,654.79

Seaway Technical Center – JP Building Supply - \$10,654.79

Siding Materials:

Northwest Technical Center – White's Lumber - \$2,894.34

Southwest Technical Center – White's Lumber - \$2,919.16

Seaway Technical Center – White's Lumber - \$3,859.56

(In accordance with [Board Policy #5410](#) – Purchasing Competitive Bidding and Offering)

Yeas: All members present

Nays: None

**No. 2026 – 084
CONSENT AGENDA**

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 Saiff, does hereby approve the consent agenda:

- Treasurer's Report for period ending November 30, 2025:
(In accordance with [Board Policy #1510](#) – Regular Board Meetings and Rules)

A. Account Balances (November 30, 2025)

| | |
|----------------------------|----------------|
| General Fund | \$4,824,633.69 |
| Federal Fund | \$445,956.24 |
| Trust & Agency Fund | \$2,697.69 |
| Payroll Fund | \$830.40 |
| Capital Equipment Reserve | \$207,698.43 |
| Capital Renovation Project | \$362,186.37 |

B. Current Budget Allocation – November 30, 2025

[Budget Report](#)

[District Billing](#)

General Fund Budget..... \$79,308,640.78

- [Minutes of November 13, 2025 Meeting](#)
(In accordance with [Board Policy #1510](#) – Regular Board Meetings and Rules)

Yeas: All members present

Nays: None

Reports

[Darin Saiff, District Superintendent](#)

[James Nee, Deputy Superintendent](#)

Discussion Items

None

Informational Items

Update of Facilities – K. Perretta

Next Board of Education Meeting – Thursday, January 8, 6:00 pm at the ESC

Special BOE meeting for the fuel bids on Thursday, February 5, 3:00 pm at the ESC

Presentations

None

Other

The Career and Technical Education Course Guide was distributed.

**No. 2026 – 085
ADJOURNMENT**

Motion made by Davis, seconded by Miller to adjourn the meeting at 4:32 pm.

Yeas: All members present

Nays: None

Jennie L. Colburn, District Clerk