



**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 4, 2026 – 5:00 pm

**Board of Education Goals
2025-2026**

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.
- 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 to provide training and build school district preparedness for reductions in federal and state aid, decreases in enrollment, and staffing challenges.

St. Lawrence-Lewis BOCES will:

- Support BOCES and SLL component districts as they raise awareness and build capacity toward the implementation of the New York State Education Department's Portrait of a Graduate.
- 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 the necessary professional development for a multi-year implementation of The Science of Reading, Numeracy and Science of Learning to address significant learning gaps across the region, as well as comply with new legislation and NYSED through regulations.
- Continue to provide BOCES faculty and staff with the information, resources and training necessary to protect digital information, including Personally Identifiable Information (PII) of staff/students and to protect our technology platforms. We will collaborate with the component school districts to support them in this area.
- Develop an organizational position statement on artificial intelligence during the 2025-26 school year.
- Fully support and assist our 18 component school districts with the implementation of the NYSED initiatives on both graduation measures and regionalization.

AGENDA

Opening Activities

(In accordance with [Board Policy #1510](#) – Regular Board Meetings and Rules)

- I. Call to Order by President
- II. Pledge of Allegiance
- III. Public Comment Guidelines
- IV. Roll Call and Quorum Check
- V. Public Comments

Action Items

VI. Acknowledgement of the 2025-2026 BOCES Retirees

Mary Bonno – 25 years of years of service
Thomas Burns – 16 years of service
Paul Castanier – 6 years of service
Christine Cornell – 36 years of service
Judy Deon – 10 years of service
Cindy Dezell – 21 years of service
David Flight – 5 years of service
Lisa Gollinger – 23 years of service
Gina Hazen – 11 years of service
Lori Lyon – 24 years of service
Stephen Moffitt – 24 years of service
Tara Pena – 30 years, 6 months of service
Pamela Richardson – 20 years of service
Susan Robinson – 30 years of service
Patricia Rowan – 32 years of service
Kimberly Weldon – 31 years of service
Susan Ford – 10 years of service

VII. 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”.

VIII. Lease of SLLBOCES Office Space

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

A motion is needed to approve the following resolution:

WHEREAS, the St. Lawrence-Lewis Board of Cooperative Educational Services (“the BOCES”) is desirous of leasing unneeded facilities and is subject to New York State Education Law § 1950 and corresponding Commissioner’s Regulation 155.14; and

WHEREAS, the Development Authority of the North Country (“DANC”) and the BOCES are desirous of entering into a lease agreement.

WHEREAS, among other things, the lease agreement specifies that DANC shall only use the leased facilities for purposes permitted by the Consolidated Laws of New York, Public Authorities Law Ch. 43-A, Article 8, Title. 29 (“the development authority of the north country act”).

WHEREAS, the BOCES has made a study and does not anticipate a need for the leased property during the term of the proposed lease; and

WHEREAS, the BOCES has determined that the annual amount of rental payment is not less than the fair market rental value; and

WHEREAS, BOCES has determined that such lease is in the best educational and financial interest of the board.

BE IT RESOLVED:

- 1.) That the Board of Education of the St. Lawrence-Lewis BOCES does hereby approve the execution of the lease agreement with DANC; and**
- 2.) The Board of Education of the St. Lawrence-Lewis BOCES directs District Superintendent Saiff to execute same; and**
- 3.) The Board of Education of the St. Lawrence-Lewis BOCES authorizes the carrying out of all obligations in the lease agreement in accordance with its terms.**

IX. Charge Unemployment Reserve Fund
(In accordance with [Board Policy #5512](#) – Reserve Funds)

A motion is needed to authorize expending the New York State Unemployment Insurance payments, up to \$50,000, from the Unemployment Insurance Reserve for the 2025-2026 fiscal year.

X. Approve Reserve Plan
(In accordance with [Board Policy #5512](#) – Reserve Funds)

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.

XI. Transfer of Monies from General Fund to Capital Fund
(In accordance with [Board Policy #5512](#) – Reserve Funds)

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 \$1,000,000 (program expense)**

- XII. Reserve for Accrued Employee Benefits Liability
(In accordance with [Board Policy #5512](#) – Reserve Funds)

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 2026-2027 school year.

A motion is needed to authorize transferring up to \$250,000 into the Reserve for Accrued Employee Benefits Liability from the General Fund on June 30, 2026 to accrue unused accumulated leave time for those anticipated to separate from service in the 2026-2027 school year.

- XIII. Reserve for Accrued Employee Benefits Liability
(In accordance with [Board Policy #5512](#) – Reserve Funds)

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 2025-2026 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 2025-2026 school year.

- XIV. CTE Equipment Reserve
(In accordance with [Board Policy #5512](#) – Reserve Funds)

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 2025-2026 year.

- XV. Teacher Retirement System (TRS) Contribution Reserve Sub-Fund Resolution
(In accordance with [Board Policy #5512](#) – Reserve Funds)

A motion is needed to approve the following resolution:

WHEREAS, the St. Lawrence-Lewis BOCES participates in the New York State Teachers' Retirement System ("TRS"); and

WHEREAS, on January 13, 2005, the Board of Education of the St. Lawrence-Lewis BOCES by resolution established a Retirement Contribution Reserve Fund known as the Reserve for Retirement Contributions pursuant to Section 6-r of the General Municipal Law; and

WHEREAS, the Board of Education has determined it is also appropriate to establish a sub-fund within said Retirement Contribution Reserve Fund pursuant to Section 6-r of the General Municipal Law.

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of the St. Lawrence-Lewis BOCES, pursuant to Section 6-r of the General Municipal Law, as follows:

- 1. The Board hereby establishes a sub-fund within the Retirement Contribution Reserve Fund to be known as the St. Lawrence-Lewis BOCES TRS Retirement Contribution Reserve Sub-Fund;**
- 2. The source of funds for this Reserve Sub-Fund shall be:**

- a. such amounts as may be provided therefore by budgetary appropriation;
 - b. such revenues as are not required by law to be paid into any other fund or account;
 - c. such other funds as may be legally appropriated; and
 - d. such amounts the St. Lawrence-Lewis BOCES Board of Education may designate from programs at the end of each fiscal year.
3. By resolution, the Board of Education may authorize expenditures from this Reserve Sub-Fund. Except as otherwise provided by law, moneys in this Reserve Sub-Fund may only be appropriated to finance retirement contributions to the New York State Teachers' Retirement System, and/or to offset all or a portion of the amount deducted from the moneys apportioned to the BOCES from the State for the support of schools pursuant to Section 521 of the Education Law.
 4. No member of the Board of Education or employee of the BOCES shall:
 - a. authorize a withdrawal from this Reserve Sub-Fund for any purpose except as provided in Section 6-r of the General Municipal Law; or
 - b. expend any money withdrawn from this Reserve Sub-Fund for a purpose other than as provided in Section 6-r of the General Municipal Law.
 5. The moneys contributed annually to the Reserve Sub-Fund shall not exceed 2% of the total compensation or salaries of all teachers (as that term is defined in Education Law §501[4]) employed by the BOCES who are members of TRS paid during the immediately preceding fiscal year.
 6. The balance of the Reserve Sub-Fund shall not exceed 10% of the total compensation or salaries of all teachers (as that term is defined in Education Law §501[4]) employed by the BOCES who are members of TRS paid during the immediately preceding fiscal year.
 7. The moneys in this Reserve Sub-Fund shall be deposited and secured in the manner provided by Section 10 of the General Municipal Law. The Board of Education or its authorized designee may invest the moneys in this Reserve Sub-Fund in the manner provided by Section 11 of the General Municipal Law. Any interest earned or capital gain realized on the money so deposited or invested shall accrue to and become part of this Reserve Sub-Fund.
 8. The chief fiscal officer shall account for this Reserve Sub-Fund separate and apart from all other funds of the BOCES. Such accounting shall show: the source, date and amount of each sum paid into the sub-fund; the interest earned by such sub-fund; capital gains or losses resulting from the sale of investments of this sub-fund; the order, purpose thereof, date and amount of each payment from this sub-fund; the assets of the sub-fund, indicating cash balance and a schedule of investments. The chief fiscal officer, within sixty (60) days of the end of each fiscal year, shall furnish a detailed report of the operation and condition of this sub-fund to the Board of Education.
 9. This Resolution shall take effect immediately.

XVI. Teacher Retirement System (TRS) Contribution Reserve Sub-Fund Resolution
(In accordance with [Board Policy #5512](#) – Reserve Funds)

A motion is needed to authorize transferring up to \$200,000 into the Teacher Retirement System (TRS) Contribution Reserve Fund from the General Fund for the 2025-2026 school year.

XVII. Check Signature Authorization

(In accordance with [Board Policy #1620](#) – Annual Organizational Meeting)

A motion is needed to authorize the Director of Financial Affairs to sign all checks in the absence of the Treasurer and Deputy Treasurer.

XVIII. Consent Agenda Items for Action

- Minutes of Regular Board Meeting – [May 14, 2026](#)
(In accordance with [Board Policy #1510](#) – Regular Board Meetings and Rules)
- Donations
(In accordance with [Board Policy #5230](#) – Acceptance of Gifts, Grants, Memorializations and Bequests to BOCES)
 - Donation of \$150.00 from Pepsi-Cola Company, Ogdensburg, NY for a \$50.00 scholarship at each location - Northwest, Southwest and Seaway Technical Centers.
- Cooperative Bids
(In accordance with [Board Policy #5410](#) – Purchasing: Competitive Bidding and Offering)
 - A.V. Equipment & Supplies – 2026-2027
 - Furnishings – 2026-2027
 - Musical Instruments – 2026-2027
 - Technology & Shop Supplies – 2026-2027
- Local Bids – Northwest Technical Center
(In accordance with [Board Policy #5410](#) – Purchasing: Competitive Bidding and Offering)

Bid awards for surplus items for Northwest Technical Center to the highest bidder.
- Donations
(In accordance with [Board Policy #5230](#) – Acceptance of Gifts, Grants, Memorializations and Bequests to BOCES)
 - Donation of the following surplus items from Northwest Tech:
 - Item 09 – Drill press – Clifton-Fine CSD
 - Item 12 – Lincoln mig welder – Lisbon CSD
 - Item 13 – Lincoln mig welder – Lisbon CSD
 - Item 21 – Plasma cutters (set of 2) – Lisbon CSD
 - Items 28 – 2006 backhoe for New Holland TC45DA – Lisbon CSD
 - Item 32 – 3-point post hole auger with an 8” auger bit – Clifton-Fine CSD

- Local Bids – Seaway Technical Center
(In accordance with [Board Policy #5410](#) – Purchasing: Competitive Bidding and Offering)

Bid awards for surplus items for Seaway Technical Center to the highest bidder.

- Donations
(In accordance with [Board Policy #5230](#) – Acceptance of Gifts, Grants, Memorializations and Bequests to BOCES)

- Donation of the following surplus items from Seaway Tech:
 - Item 36 – Bunn double coffee maker – Massena CSD
 - Item 49 – Sandblasting booth – Lisbon CSD
 - Item 91 – Welding cutting table – Lisbon CSD

- Local Bids – Southwest Technical Center
(In accordance with [Board Policy #5410](#) – Purchasing: Competitive Bidding and Offering)

Bid awards for surplus items for Southwest Technical Center to the highest bidder.

- Donations
(In accordance with [Board Policy #5230](#) – Acceptance of Gifts, Grants, Memorializations and Bequests to BOCES)

- Donation of the following surplus items from Southwest Tech:
 - Item 12 – Fireproof cabinet – Clifton-Fine CSD
 - Item 18 – GFS bench booth (paint booth) and filters – Clifton-Fine CSD
 - Item 21 – Porter cable planer – Clifton-Fine CSD
 - Item 27 – Lot of misc. power tools, some like new – Clifton-Fine CSD
 - Items 29 – 3D Printers – Clifton-Fine CSD
 - Item 33 – Grizzly planer – Lisbon CSD
 - Item 34 – Grizzly 8” dovetail joiner – Lisbon CSD
 - Item 43 – Shelving units – Clifton-Fine CSD

- Staff Conferences
(In accordance with [Board Policy #6161](#) – Conference/Travel Expense Reimbursement)

Colleen Ayers to attend the ASBO Leadership Academy and Education Summit and Expo in Saratoga Springs, NY from June 5 – 10, 2026.

- Intermunicipal Cooperation Agreement – Town of Fowler
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

Approval of the Intermunicipal Cooperation Agreement between St. Lawrence-Lewis BOCES and the Town of Fowler or purposes of shared resources in the undertaking of public works or other municipal and/or education related projects and services for the period of July 1, 2026 – June 30, 2027.

- Intermunicipal Cooperation Agreement – Town of Gouverneur
(In accordance with [Board Policy #4310](#) – Purchasing Policy)

Approval of the Intermunicipal Cooperation Agreement between St. Lawrence-Lewis BOCES and the Town of Gouverneur or purposes of shared resources in the undertaking of public works or other municipal and/or education related projects and services for the period of July 1, 2026 – June 30, 2027.

- Establish Hourly/Per-Diem/Stipend Rates for 2026 – 2027 Year
(In accordance with Board Policy #6220 – Temporary Personnel)

A motion is needed to approve the above consent.

XIX. Reports

- A. Student Updates
- B. [Darin Saiff, District Superintendent](#)
- C. [James Nee, Deputy Superintendent](#)

XX. Informational Items

- A. Update on Facilities – K. Perretta
- B. The reorganizational meeting will be held on Thursday, July 2, 2026 at 4:00 pm at the Educational Services Center.
- C. Public Hearing on District-Wide School Safety Plan – July 2, 2026 at 4:00 pm

XXI. Discussion Items

XXII. Presentations

XXIII. Adjournment