



**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: June 4, 2026
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, June 4, 2026 at the Educational Services Center, 40 West Main Street, Canton, New York beginning at 5:00 pm.

Roll Call:

Present: Roger Bennett, Jack Zeh, Kevin Wells, Todd Bates, Michael Miller, Michael Davis and Ward Remington (5:08 pm)

Excused: James Lattimer and Cindy McLean

Others Present: Darin Saiff, James Nee, Nicole Ashley, Jennie Colburn, Lori Remington, Kevin Perretta and Johnathan Hirschey

All members stood for the Pledge of Allegiance.

Board President Roger Bennett thanked all the 2025-2026 retirees for their dedication and service to BOCES. The following retirees were acknowledged:

- 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

Public Comments None

No. 2026 – 135
ALL PERSONNEL
BOARD ACTION AS
FOLLOWS:

Motion made by Davis, seconded by Bates.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of 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 – 136
LEASE OF OFFICE
SPACE

Motion made by Zeh, seconded by Bates.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of Superintendent Saiff, does hereby 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.

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

Yeas: All members present

Nays: None

**No. 2026 – 137
CHARGE
UNEMPLOYMENT
RESERVE FUND**

Motion made by Wells, seconded by Davis.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of Superintendent Saiff, does hereby authorize expending the New York State Unemployment Insurance payments, up to \$50,000, from the Unemployment Insurance Reserve for the 2025-2026 fiscal year.

(In accordance with [Board Policy #5512](#) – Reserve Funds)

Yeas: All members present

Nays: None

**No. 2026 – 138
[RESERVE PLAN](#)**

Motion made by Miller, seconded by Bates.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of Superintendent Saiff, does hereby approve the funding plan for the previously established reserve funds.

(In accordance with [Board Policy #5512](#) – Reserve Funds)

Yeas: All members present

Nays: None

**No. 2026 – 139
TRANSFER OF
MONIES FROM
GENERAL FUND TO
CAPITAL FUND**

Motion made by Davis, seconded by Miller.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of Superintendent Saiff, does hereby approve the following transfers from General Fund 002 CoSer into the Capital Fund for future paving projects:

- Up to \$1,000,000 (program expense)

(In accordance with [Board Policy #5512](#) – Reserve Funds)

Yeas: All members present

Nays: None

**No. 2026 – 140
RESERVE FOR
ACCRUED
EMPLOYEE
BENEFITS LIABILITY**

Motion made by Miller, seconded by Wells.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of Superintendent Saiff, does hereby 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.

(In accordance with [Board Policy #5512](#) – Reserve Funds)

Yeas: All members present
Nays: None

**No. 2026 – 141
RESERVE FOR
ACCRUED
EMPLOYEE
BENEFITS LIABILITY**

Motion made by Davis, seconded by Bates.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of Superintendent Saiff, does hereby 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.

(In accordance with [Board Policy #5512](#) – Reserve Funds)

Yeas: All members present
Nays: None

**No. 2026 – 142
CTE EQUIPMENT
RESERVE**

Motion made by Bates, seconded by Remington.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of Superintendent Saiff, does hereby authorize increased funding of the previously established CTE Equipment Reserve Fund up to the amount of \$100,000 for the 2025-2026 year.

(In accordance with [Board Policy #5512](#) – Reserve Funds)

Yeas: All members present
Nays: None

**No. 2026 – 143
TRS CONTRIBUTION
RESERVE SUB-
FUND RESOLUTION**

Motion made by Remington, seconded by Bates.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of Superintendent Saiff, does hereby 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.

(In accordance with [Board Policy #5512](#) – Reserve Funds)

Yeas: All members present

Nays: None

**No. 2026 – 144
TRS CONTRIBUTION
RESERVE SUB-
FUND RESOLUTION**

Motion made by Davis, seconded by Miller.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of Superintendent Saiff, does hereby 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.

(In accordance with [Board Policy #5512](#) – Reserve Funds)

Yeas: All members present

Nays: None

**No. 2026 – 145
CHECK SIGNATURE
AUTHORIZATION**

Motion made by Wells, seconded by Remington.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of Superintendent Saiff does hereby authorize the Director of Financial Affairs to sign all checks in the absence of the Treasurer and Deputy Treasurer.

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

Yeas: All members present

Nays: None

**No. 2026 – 146
CONSENT AGENDA**

Motion made by Remington, seconded by Bates.

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

- 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)

Yeas: All members present

Nays: None

Reports

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

Discussion Items

None

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

Presentations

None

No. 2026 – 147 EXECUTIVE SESSION

Motion made by Zeh, seconded by Bates.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of Superintendent Saiff, does hereby enter into executive session to discuss the employment history of a particular person at 5:38 pm.

Yeas: All members present

Nays: None

The Board of Education returned to regular session at 5:45 pm.

**No. 2026 – 148
ADJOURNMENT**

Motion made by Bates, seconded by Remington to adjourn the meeting at 5:46 pm.

Yeas: All members present

Nays: None

Jennie L. Colburn, District Clerk