

Board of Cooperative
Educational Services
Sole Supervisory District
St. Lawrence-Lewis Counties
PO Box 231, 139 State Street Road
Canton, New York 13617

March 8, 2012
Approved April 5, 2012

The Regular Meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, March 8, 2012, at St. Lawrence Valley Education Center, 30 Court Street, Canton, New York. The Board President, Roger M. Bennett called the meeting to order at 6.00 p.m.

ROLL CALL

Present: Roger M. Bennett, Patricia Gengo, Andrea Webb, Charles Alford, Nancy Cappellino, Marjorie McCullough and Steven Wilson

Absent: Dana Smith, Shelli Prespare-Weston

Others: Thomas R. Burns, Wendy Clark, Nicole Ashley, Susan Collins-Rickett, Renee' Langtry-Green, Nancy Avery, Kevin Perretta, Stephen Todd, Jennifer French and Karen Morgan

No. 2012-124
APPROVAL OF
MINUTES

Motion made by McCullough, seconded by Gengo, to approve the minutes of the regular Board Meeting of February 9, 2012. (In accordance with Board Policy #1432)

Yeas: All members present
Nays: None

No. 2012-125
TREASURER'S
REPORT

Motion made by Wilson, seconded by Webb, to accept the Treasurer's Report for period ending February 29, 2012. (In accordance with Board Policy #1432)

February 29, 2012

General Fund.....	\$6,437,365.44
Federal Fund.....	\$ 260,028.58
Trust & Agency.....	\$ 191,981.94
School Lunch.....	\$ 73,973.44
Payroll Fund.....	\$ 0.00
Capital Fund.....	\$ 648,487.10

Current Budget Allocation – Budget Report and District Billing

General Fund Budget \$47,404,283.63

Yeas: All Members Present

Nays: None

No. 2012-126
ALL PERSONNEL
BOARD ACTION
AS FOLLOWS:

Motion made by McCullough, seconded by Wilson. 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.* (See Attachment A - Personnel) (In accordance with Board Policy #5150)

Yeas: All members present

Nays: None

No. 2012-127
COOPERATIVE
BIDS

Motion made by Gengo, seconded by Wilson. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the Cooperative Bid award to lowest bidder meeting specifications: (In accordance with Board Policy #4310)

Ultra Low Sulfur Diesel Fuel and Kerosene – 2012-2013

LP Gas/Propane – 2012-2013
Gasoline – 2012-2013

Yeas: All members present
Nays: None

No. 2012-128
APPROVE THE
LSTA GRANT
SEARCH
APPLICATION
FOR THE SCHOOL
LIBRARY SYSTEM

Motion made by Cappellino, seconded by Wilson.
Resolved, that the Board of Education of the St. Lawrence-
Lewis BOCES, upon the recommendation of District
Superintendent Burns, does hereby approve the LSTA
Grant SEARCH Application for the School Library System.

Yeas: All members present
Nays: None

NO. 2012-129
NOTICE OF
AMENDMENT
OF MUNICIPAL
COOPERATION
AGREEMENT

Motion made by Wilson, seconded by Webb. Resolved,
that the Board of Education of the St. Lawrence-Lewis BOCES,
upon the recommendation of District Superintendent Burns,
does hereby approve the following Notice of Amendment of
Municipal Cooperation Agreement. (In accordance with Board
Policy #3210)

NYCLASS
NOTICE OF AMENDMENT OF
MUNICIPAL COOPERATION AGREEMENT

AMENDMENT DATED AS OF APRIL 2012 TO THE
COOPERATIVE LIQUID ASSET SECURITIES SYSTEM
MUNICIPAL COOPERATION.
AGREEMENT AS AMENDED AND RESTATED AS OF OCTOBER
20, 1999

The Municipal Cooperation Agreement referenced above is hereby
amended so that is shall be by and between the Village of Potsdam
and the participants thereto. In addition, the following definitional
changes are made:

Section 1: The definition of “Investment Advisor” means the
investment advisor with which the Governing Board has contracted
to serve in such capacity under the Agreement.

The definition of “Lead Participant” means the Village of Potsdam,

but solely in its capacity as Lead Participant hereunder and not individually.

The definition of "Services Agreement" means the agreement between the Governing Board and the Investment Advisor, as the same may be amended from time to time, providing for administrative and investment advisory services to the Governing Board/

Agreed to and accepted by The St. Lawrence-Lewis BOCES

By: _____
Thomas R. Burns, District Superintendent/Executive Officer

Yeas: All members present

Nays: None

No. 2012-130
AMENDMENT
#2012-089
WITHDRAWL
FROM
CAPITAL
EQUIPMENT
RESERVE

Motion made by McCullough, seconded by Gengo. 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 the Board Resolution #2012-089 to read up to the amount of \$29,000 from the Occupational Education Equipment Reserve Fund for Allied Health and the Computer Business Program, pending SED approval. (In accordance with Board Policy #4130)

Yeas: All members present

Nays: None

No. 2012-131
CHANGE ORDER
SLL-BOCES
PR-005

Motion made by Webb, seconded by Wilson. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve Change Order SLL-BOCES PR-005 for removal and replacement of Water Heater, Storage Tank, and associated Piping and appurtenances in the amount of \$11,730.00. (In accordance with Board Policy #4130)

Yeas: All members present

Nays: None

No. 2012-132
CHANGE ORDER
#E-10
ELECTRICAL

Motion made by Gengo, seconded by McCullough. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the Change Order #E-10 for additional work based upon the electrical equipment and labor to support the installation of new Water Heater - \$657.58 to Black River Plumbing, Heating, and Air Conditioning. (In accordance with Board Policy #4130)

Yeas: All members present
Nays: None

No. 2012-133
INSTALLMENT
PURCHASE
XEROX
PRINTER
OGDENSBURG
ENLARGED CITY
SCHOOL

Motion made by Webb, seconded by Gengo. 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 with XEROX for nine network printers for Ogdensburg Enlarged City School. (In accordance with Board Policy #4310)

Yeas: All members present
Nays: None

No. 2012-131
APPROVAL OF
STAFF
CONFERENCE
3-13-17, 2012
TRACY
SHARLOW

Motion made by McCullough, seconded by Gengo. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the Conference Request for Tracy Sharlow to attend the AAHPERD National Convention March 13, 2012 through March 17, 2012. (In accordance with Board Policy #5211)

Yeas: All members present
Nays: None

No. 2012-132
APPROVAL OF
STAFF
CONFERENCE
3-26-28, 2012

Motion made by Wilson, seconded by McCullough.
Resolved, that the Board of Education of the St. Lawrence-
Lewis BOCES, upon the recommendation of District
Superintendent Burns, does hereby approve the
Conference Request for Roberta Stillin-Dowman, Patti Fisher
and Glenda Morales-Hanley to attend the Solution Tree
Assessment Institute, March 26, 2012 through March 28, 2012.
(In accordance with Board Policy #5211)

Yeas: All members present
Nays: None

No. 2012-133
DECLARATION
OF THE WORK
REMEDIATION
AT NWT CTE
CENTER,
OGDENSBURG,
NEW YORK

Motion made by Cappellino, seconded by Wilson.
Resolved, that the Board of Education of the St. Lawrence-
Lewis BOCES, upon the recommendation of District
Superintendent Burns, does hereby approve the
declaration of the work remediation at Northwest CTE
Center as a public emergency project due to health and
safety concerns. (General Municipal Law)

Yeas: All members present
Nays: None

Reports:

1. District Superintendent's Report
2. Assistant Superintendent for Instruction's Report

Discussion Items: None

Information Items:

- A. Update on Facilities

Presentations: None

Other: Reminder – Legislative Breakfast – March 10, 2012 – location moved to ROOS
House on SUNY Canton Campus

Pass-Around Information:

1. New Adult Ed Gateway to College and Careers Program Opening
2. Special Ed Newsletter
3. Thank you letter to D.S. for presentation at Massena BOE meeting
4. Thank you letter to Christine Leahy and Lisa McKeel

No. 2012-134
EXECUTIVE
SESSION

Motion made by Wilson, seconded by Cappellino to enter into Executive Session at 7:21 p.m., regarding the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. (In accordance with Board Policy #1433)

Yeas: All members present
Nays: None

Returned to Regular Session at 8:10 p.m.

No. 2012-135
ADMINISTRATOR
SALARY
2012-2013

Motion made by Gengo, seconded by Cappellino. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve a one point five percent (1.5%) raise in salary for the 2012-2013 fiscal year to the Administrator Group employed by the St. Lawrence-Lewis BOCES, effective July 1, 2012. (In accordance with Board Policy # 5150)

Yeas: All members present
Nays: None

No. 2012-136
SUPPORT STAFF
SALARY
2012-2013

Motion made by Gengo, seconded by Cappellino. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve a one point five percent (1.5%) raise in salary for the 2012-2013 fiscal year effective July 1, 2012, to the Support Staff Group employed by the St. Lawrence-Lewis BOCES. (In accordance with Board Policy # 5150)

Yeas: All members present
Nays: None

No. 2012-137
APPOINTMENT
CO-DIRECTOR
PER DIEM
CHRISTINA
MARTIN
TLC

Motion made by McCullough, seconded by Webb. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the appointment of Kristina Martin, Co-Director of Teachers Learning Center, part-time, temporary appointment, at a per diem rate of \$240 per day, not to exceed 50 days, effective February 6, 2012 through June 30, 2012.
(In accordance with Board Policy # 5150)

Yeas: All members present

Nays: None

No. 2012-138
APPOINTMENT
CO-DIRECTOR
PER DIEM
SUSAN
DODDS
TLC

Motion made by McCullough, seconded by Webb. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the appointment of Susan Dodds, Co-Director of Teachers Learning Center, part-time, temporary appointment, at a per diem rate of \$240 per day, not to exceed 50 days, effective February 6, 2012 through June 30, 2012.
(In accordance with Board Policy # 5150)

Yeas: All members present

Nays: None

No. 2012-139
ADJOURNMENT

Motion made by McCullough, seconded by Wilson to adjourn the meeting at 8:12 p.m. (In accordance with Board Policy #1432)

Yeas: All members present

Nays: None

Susan A. Collins-Rickett, District Clerk

Board Agenda – March 8, 2012

Attachment A (Personnel), Page 1- A

A. Retirement – Instruction, Staff Development and Technology

1. **Law, David** – Computer Technician, 1.0 FTE, 12 years of service, effective 08/31/12.

**Assigned to Learning Resources Center.*

Retirement – Special Education

1. **Swalnick, Gerald** – Teacher of Special Education, 1.0 FTE, 30 years of service, effective 06/30/15.

**Assigned to Northeast Campus.*

B. Resignation – Special Education

1. **Bland, Kristina** – Teaching Assistant, .80 FTE, effective 02/13/12.

**Assigned to Beginning Years.*

2. **Daniels, Michelle** – Teaching Assistant, 1.0 FTE, effective 03/09/12.

**Assigned to Potsdam Central School.*

C. Leaves of Absence – Special Education

1. **Davis, Lori** – Teaching Assistant, 1.0 FTE, extension of paid medical leave of absence totaling 1 week, all of which falls under the Family and Medical Leave Act, effective 02/13/12 – 02/17/12.

**Assigned to Heuvelton Central School.*

2. **Miller, Tina** – Secretary I, 1.0 FTE, extension of paid medical leave of absence totaling 3 weeks, all of which falls under the Family and Medical Leave Act, effective 01/31/12 – 02/17/12.

**Assigned to Beginning Years.*

3. **Flagg, Stacia** – Teaching Assistant, 1.0 FTE, extension of unpaid medical leave of absence totaling 2 weeks, none of which falls under the Family and Medical Leave Act, effective 02/07/12 – 02/20/12.

**Assigned to Potsdam Central School.*

Board Agenda – March 8, 2012

Attachment A (Personnel), Page 2- A

4. **Murphy, Rachel** – Teaching Assistant, .80 FTE, partially paid medical leave of absence totaling 6 weeks, none of which falls under the Family and Medical Leave Act, effective 04/16/12 – 05/29/12.

**Assigned to Beginning Years.*

5. **Deragon, Amanda** – Teaching Assistant, 1.0 FTE, partially paid medical leave of absence totaling 6 weeks, all of which falls under the Family and Medical Leave Act, effective 02/27/12 – 04/03/12.

**Assigned to Beginning Years.*

Leave of Absence – Career, Alternative and Adult Education

1. **Frenyea, Wayne** – Teaching Assistant, 1.0 FTE, paid medical leave of absence, none of which falls under the Family and Medical Leave Act, effective 02/29/12 – 04/12/12.

**Assigned to Southwest Technical Center.*

Leave of Absence – Instruction, Staff Development and Technology

1. **Wilhelm, Scott** – Computer Technician, 1.0 FTE, partially paid medical leave of absence, all of which falls under the Family and Medical Leave Act, effective 04/02/12 – 04/27/12.

**Assigned to BOCES Central Office.*

D. Appointment Status Change – Special Education

1. **Lacks-Miller, Jennifer** – Teaching Assistant, resumption of tenured appointment, from .60 FTE to 1.0 FTE, \$20,022 (prorated), effective 02/06/12.

**Assigned to Gouverneur Central School.*

E. Position Reduction – Special Education

1. **Teaching Assistant** – 1.0 FTE, effective 02/10/12.

**Assigned to Potsdam High School.*

Board Agenda – March 8, 2012

Attachment A (Personnel), Page 3- A

F. Appointments – Special Education

1. **Fritz, Vicky** – Teaching Assistant, 1.0 FTE, temporary appointment, Level 2, Step 1, \$14,465 (prorated \$6,002), effective 02/27/12 – 06/30/12.

**Initial assignment shall be Kennedy Elementary School.*

2. **Theisen, Scott** – Teaching Assistant, 1.0 FTE, temporary appointment, Level 2, Step 2, \$15,051 (prorated \$6,246), effective 02/27/12 – 06/30/12.

**Initial assignment shall be Potsdam High School.*

3. **Cooper, Nicole** – Teacher of Special Education, 1.0 FTE, temporary appointment, U-2-0, \$36,047 (prorated \$14,959) effective 02/27/12 – 06/30/12.

**Initial assignment shall be Potsdam High School.*

Appointment – Instruction Staff Development and Technology

1. **McCormick, Patricia** – After School ELA Tutor, part-time, temporary appointment for a maximum of 5 hours per week, \$20 per hour, effective 02/29/12 – 06/30/12.

**Initial assignment shall be SLVEC.*

All of the foregoing appointments on Attachment A (Personnel) are conditional pending clearance from the State Education Department pursuant to Chapter 180 of the Laws of 2000 of the State of New York.