



**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: March 13, 2025**  
**BOE APPROVED: April 10, 2025**

A meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, March 13, 2025 at the Educational Services Center, 40 West Main Street, Canton, New York beginning at 6:00 pm.

**Roll Call:**

Present: Roger Bennett, Jack Zeh, Cindy Mc Lean, Kevin Wells, Michael Miller, Todd Bates and Ward Remington

Excused: Michael Davis

Via Zoom: James Lattimer

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

Kady Sharp, Heather Andresen, David Evans, Breana Mainville, Koby Jordan and Casey Sweeney (left meeting at 6:26 pm)

Mary Evans-Welpe, Lee Scaggs (left meeting at 6:46 pm)

All members stood for the Pledge of Allegiance.

**Public Comments** None

**Recognition of Tenured Employees for the Period January 1, 2024 through February 28, 2025**

All employees who received tenure for the period of January 1, 2024 through February 28, 2025 were recognized.

Teacher Assistants: Deborah Foster and Kelsi Anson

Teachers: Heather Andresen, Jose Colon III, Sandra Duprey, Bryan Mott, Jill Masuk, Dayle Payne, Gregory Sloan and Kimberly Stewart

Administrators: Holly Durham and Mark Wilson

**No. 2025 – 082  
PERSONNEL  
BOARD ACTION AS  
FOLLOWS:**

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 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 – 083  
INTERMUNICIPAL  
SERVICES  
AGREEMENT FOR  
SHARED  
ADMINISTRATOR**

Motion made by Zeh, seconded Remington.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the Intermunicipal Cooperation Agreement for Shared Administrator between the Malone Central School District and the St. Lawrence-Lewis BOCES Board of Cooperative Education Services for the period February 12, 2025 through and including June 30, 2025.

(In accordance with [Board Policy #5150](#) – Recruitment, Selection, and Appointment of Personnel)

Yeas: All members present  
Nays: None

**No. 2025 – 084  
TEACHERS  
ASSOCIATION MOA**

Motion made by Zeh, seconded by McLean.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the Memorandum of Agreement between St. Lawrence-Lewis BOCES Board of Cooperative Education Services and the Teachers' Association for the period of July 1, 2025 through June 30, 2029.

(In accordance with [Board Policy #5230](#) – Negotiations)

Yeas: All members present  
Nays: None

**No. 2025 – 085  
RESOLUTION TO  
PURSUE  
AMENDMENT TO  
LEASE OF SLCIDA  
PROPERTY**

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 following resolution:

RESOLVED, the St. Lawrence-Lewis Board of Cooperative Educational Services ("BOCES"), has determined that an amendment to the agreement to lease property from the St. Lawrence County Industrial Development Agency (SLCIDA), originally approved by the New York State Education Department on

August 29, 2024, is necessary for adult education programs administered by the BOCES.

Now, therefore, it is

Ordered that the District Superintendent and through his delegates, is authorized and directed to pursue approval from the New York State Commissioner of Education for an amendment to the written lease of property from the SLCIDA for adult education programs administered by the BOCES, and to pursue any other actions necessary to execute such lease in conformance with the laws and regulations of the State of New York.

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

Yeas: All members present

Nays: None

**No. 2025 – 086  
COOPERATIVE  
BIDDING**

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 resolution:

WHEREAS, A number of Boards of Cooperative Educational Services (BOCES) and School Library Systems (SLS) require software and database access

WHEREAS, The BOCES or SLS named below is desirous of participating with other BOCES and SLS in New York State in cooperatively procuring the software and database access, as authorized by General Municipal Law, Section 119-o, and

WHEREAS, The BOCES named below wishes to appoint the Albany-Schoharie-Schenectady-Saratoga BOCES (Capital Region BOCES) to advertise for, receive competitive proposals, and award contracts on their behalf; therefore

BE IT RESOLVED, That the BOCES listed below hereby appoints the Capital Region BOCES to represent it in all matters relating above, and designates the Daily Gazette Newspaper as the legal publication for all related legal notifications, and,

BE IT FURTHER RESOLVED, That the BOCES listed below authorizes Capital Region BOCES to represent it in all matters leading up to and including the entering into contracts for the purchase of the above mentioned software and database access, and,

BE IT FURTHER RESOLVED, That the BOCES listed below agrees to (1) abide by majority decisions of the participating districts; (2) abide by the award of the Capital Region BOCES Board; (3) and that after the award of contracts it will conduct all negotiations directly with the awarded contractors.

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

Yeas: All members present

Nays: None

Motion made by Remington, 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 following consent agenda items:

- [Minutes of February 13, 2025 BOE Meeting](#)  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)
- [Treasurer's Report for period ending February 28, 2025:](#)  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances (February 28, 2025)

General Fund	\$5,225,917.73
Federal Fund	\$879,266.34
Trust & Agency Fund	\$1,099.70
Payroll Fund	\$39.61
Capital Renovation Project	\$589,677.93
Capital Equipment Reserve	\$207,073.53

B. Current Budget Allocation – February 28, 2025

[Budget Report](#)

[District Billing](#)

General Fund Budget..... \$75,721,227.13

- [Adoption of the St. Lawrence-Lewis Counties 2025-2026 Common Calendar](#)  
(In accordance with [Board Policy #7320](#) – School Calendar / School Day)

Rationale: The common school calendar for the 2025-2026 school year has been adopted and approved by the majority of the component school districts in the St. Lawrence-Lewis BOCES Sole Supervisory District. The calendar, as presented, is ready for approval and adoption by the BOCES BOE.

- Cooperative Bids  
(In accordance with [Board Policy #4310](#)– Purchasing Policy)
  - Produce for March-April 2025
  - Gasoline for 2025-2026
  - ULSD/ULSK for 2025-2026
  - LP Propane Gas for 2025-2026
  - Fuel Oil B10 for 2025-2026
- Donations  
(In accordance with [Board Policy #4230](#) – Acceptance of Gifts, Grants, & Bequests to BOCES)
  - Unrestricted program donation of \$200.00 from the Canton High School Class of 1974 to the Seaway Technical Center.
  - Sponsorship of \$10,000 from Brookfield Renewable U.S. for Ten80 student kits and professional development for instructors in the Electrical Technologies, HVAC/R and Natural Resource Management programs at Seaway Technical Center.

- Staff Conference  
(In accordance with [Board Policy #5211](#)– Travel Expenses/Conference Approval)
  - Vicky Garrabrant and Nanci Collins to attend the SREB Coaching for Change 2025 Conference in Atlanta, Georgia from May 5, 2025 through May 8, 2025.

Yeas: All members present

Nays: None

## Reports

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

[Darin Saiff, Deputy Superintendent](#)

## Discussion Items

None

## Informational Items

- A. Update on Facilities – K. Perretta
- B. Northwest Technical Center Open House, April 1, 2025, 5-7 pm
- C. Ag Academy Open House, April 3, 2025, 5-6:30 pm
- D. Seaway Technical Center Open House, April 8, 2025, 5-7 pm
- E. Next BOE meeting, April 10, 2025 at 4 pm, and the annual meeting at 6 pm

## Presentation

- A. Adult Education and Workforce Development:  
David Evans, Program Manager  
Breana Mainville, Teacher Adult Education/Case Manager  
Koby Jordan, Teacher Adult Education/Case Manager  
Casey Sweeney, Teacher Adult Education/Case Manager

## Other

None

## Pass Around

AASA Annual Conference Booklet – *Future Driven Leadership*

## No. 2025 – 088 EXECUTIVE SESSION

Motion made by Bates, seconded by Wells.

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 person at 6:46 pm.

Yeas: All members present

Nays: None

The Board returned to regular session at 7:38 pm.

**No. 2025 – 089  
ADJOURNMENT**

Motion made by Bates, seconded by Wells to adjourn the meeting at 7:39 pm.

Yeas: All members present

Nays: None

**Jennie L. Colburn  
District Clerk**