



**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, May 8, 2025 – 6:00 pm

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**Board of Education Goals  
2024-2025**

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.
- To support BOCES and SLL component districts as they raise awareness and build capacity toward the implementation of the New York State Education Department's Culturally Responsive Sustaining Education Framework.

St. Lawrence-Lewis BOCES will:

- 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 to address significant literacy 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 2024-25 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 #1432](#) – Order of Business at Regular Board Meetings)

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

### **Action Items**

- V. [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”.**

- VI. [2025-2026 BOCES Administrative, Program and Capital Budget](#)  
(In accordance with [Board Policy #1310](#) – Power and Duties of the Board and Its Officers; with [Board Policy #4110](#) – Budget Planning and Preparation; and [Board Policy #4210](#) – Investments)

*Rationale: Component Boards of Education met on Tuesday, April 29, 2025, the date designated by BOCES Board President to vote on the BOCES Administrative Budget and three BOCES board terms. The Administrative budget was approved by all 18 component school boards voting in favor. Roger Bennett, Michael Davis and Cindy McLean were elected to the three, three-year board terms – July 1, 2025 – June 30, 2028.*

**A motion is needed to adopt the 2025-2026 BOCES Administrative, Program, and Capital Budget as presented and approved by the component schools’ boards of education.**

- VII. [Internal Auditor](#)  
(In accordance with [Board Policy #4484](#) – Financial Accountability)

**A motion is needed to approve Questar III as the internal auditor for the 2025-2026 school year.**

- VIII. [BOCES Annual Meeting Date](#)

*Rationale: The date must meet the requirements of the Laws of 1993 – BOCES Reform Act, which states a meeting of the members of the board of education and school trustees of the component school districts shall be held during the month of April on or before the fifteenth day of April, on a date and place and hour designated by the present of the board of cooperative educational services. (Ed. Law §1950)*

**A motion is needed to set the 2026 Annual Meeting date for the St. Lawrence-Lewis BOCES. The date will be Wednesday, April 1, 2026.**

- IX. [Set Date for Component Districts Vote on BOCES Administrative Budget and Board Vacancies for 2026](#)  
(In accordance with [Board Policy #1220](#) – Nomination and Election of Board Members)

*Rationale: Pursuant to §1950, subdivision 2-a(b) of the Education Law of the State of New York (in compliance with the BOCES Reform Legislation, 1993), the president of the BOCES shall designate a single date on or after the 16<sup>th</sup> date and on or before the 30<sup>th</sup> date of April on which each component board shall conduct a public meeting which may be a regular or special meeting, for the purpose of electing members of the BOCES and adopting a public resolution concerning the approval of disapproval of the tentative administrative budget.*

**A motion is needed to set the date of Monday, April 20, 2026, on which each component school district shall conduct a public meeting for the purpose of electing members of the BOCES and adopting a resolution concerning the approval or disapproval of the tentative administrative budget.**

- X. [Lease with the Ogdensburg Boys and Girls Club](#)  
(In accordance with [Board Policy #4510](#) – Facilities Planning)

**A motion is needed to approval of the one-year lease agreement between the Ogdensburg Boys' and Girls' Club and St. Lawrence-Lewis BOCES. The premise to be utilized is described as the gymnasium and game room located at 610 Patterson Street, Ogdensburg, NY. The term of the agreement shall be \$7,350 for the period of September 4, 2025 - June 10, 2026.**

- XI. [Online Database](#)  
(In accordance with [Board Policy #4310](#)– Purchasing Policy)

**A motion is needed to approve a three-year contract for the period May 1, 2025 – April 30, 2028 with Centroid Systems LLC for a total cost of \$36,000.00.**

- XII. [NYS Distance Learning Consortium](#)  
(In accordance with [Board Policy #4310](#)– Purchasing Policy)

**A motion is needed to 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 Air Tutors, BookNook Inc., Brainfuse Inc., Connections Education LLC dba Pearson Virtual Schools, Desire2 Learn, Edmentum, eDoctrina, Educere, Florida Virtual School, Focal Point, Focus Care, Fuel Education, Fullmind Education, Imagine Learning, Instructure, Kaltura, MGRM Pinnacle, My VR Spot, Panapto, Paper Education America, PowerSchool, Remind 101 Inc., Right Reason, Spider Learning, Tutor Me Education, Varsity Tutors for Schools, and,**

**WHEREAS, The St. Lawrence-Lewis BOCES is desirous of participating with other BOCES Districts in New York State in joint agreements for the distance learning student courses 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 courses, 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.**

XIII. Local Bid

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

**A motion is needed to approve the bid award to the low bidder meeting specifications for a Manac galvanized step deck trailer for Adult Education:**

**Tracey Road Equipment: \$46,730.00**

XIV. Local Bid

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

**A motion is needed to approve the bid award for the highest bidder meeting specifications (minimum bid of \$97,000.00) for:**

- **Modular Home located at Seaway CTE Center, Norwood, NY**  
**Sale of Modular Home located at Seaway CTE Center for a base bid amount of \$97,100.00, sales tax \$7,768.00 - total of \$104,868.00 to Barbara Bond, Raymondville, New York.**

XV. 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 Burns 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.**

XVI. 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 Children’s Home of Jefferson County (“CHJC”) and the BOCES are desirous of entering into a lease agreement.**

**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 CHJC; and**
- 2.) The Board of Education of the St. Lawrence-Lewis BOCES directs District Superintendent Burns 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.**

XVII. Consent Agenda Items for Action

- Minutes of Regular Board Meeting – [April 10, 2025](#) and Special Board Meeting – [May 1, 2025](#)  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)
- Treasurer’s Report for period ending April 30, 2025:  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A. Account Balances (April 30, 2025)

General Fund	\$3,904,404.36
Federal Fund	\$594,172.34
Trust & Agency Fund	\$1,299.01
Payroll Fund	\$0.00
Capital Renovation Project	\$529,721.42
Capital Equipment Reserve	\$207,211.98

B. Current Budget Allocation – April 30, 2025

[Budget Report](#)

[District Billing](#)

General Fund Budget..... \$76,516.720.33

- Staff Conferences  
(In accordance with [Board Policy #5211](#)– Travel Expenses/Conference Approval)
  - Lori Sheffield, Emilyann McGregor, Holly Durham, Nicki O'Donnell and Ami Larson to attend the SREB: 2025 Making Schools Work Conference in New Orleans, Louisiana from July 14 – 19, 2025.
  - Conference request for Carmel Rastley and one CTE student to attend the SkillsUSA's National Leadership & Skills Conference in Atlanta, Georgia from June 22 – June 28, 2025.
- Cooperative Bids  
(In accordance with [Board Policy #4310](#)– Purchasing Policy)
  - Custodial Supplies for 2025-2026
  - Produce for May-July 2025
  - Construction & Art Paper 2025-2026
  - General School & Office Supplies 2025-2026
  - Teaching Aids 2025-2026
- Date and Time for the July 2025 Organizational Meeting  
(In accordance with [Board Policy #1438](#) – Annual Organizational Meeting)

The date, time, and location of the Organizational Meeting in July will be July 2, 2025 at 4:00 pm at the BOCES Educational Services Center, 40 West Main Street, Canton, New York 13617.
- 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, 2025 – June 30, 2026.
- 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, 2025 – June 30, 2026.
- Administrator Handbook  
(In accordance with [Board Policy #5230](#) – Negotiations)

**A motion is needed to approve the above consent.**

XVIII. Reports

- A. [Thomas R. Burns, District Superintendent](#)
- B. [Darin Saiff, Deputy Superintendent](#)

XIX. Informational Items

A. Update on Facilities – K. Perretta

B. There will be a “retirement reception” from 4-5pm prior to the 5pm BOE meeting on June 5<sup>th</sup> at the Educational Services Center

XX. Discussion Items

XXI. Presentations

Holly Durham, Principal, Seaway Technical Center

XXII. Adjournment