



**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: May 8, 2025  
BOE APPROVED: June 5, 2025**

A meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, May 8, 2025 at the Southwest Technical Center, 3606 State Highway 58, Gouverneur, New York beginning at 6:00 pm.

**Roll Call:**

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

Others Present: Thomas Burns, Darin Saiff, Nicole Ashley, Jennie Colburn, Johnathan Hirschey, Lori Remington, Lori Sheffield, Julie Austin-Kormanyos, Kevin Perretta and Marshall Fiese  
Holly Durham (left at 6:33 pm) and Tiamane Hull (arrived at 6:21pm and left at 6:31 pm)

All members stood for the Pledge of Allegiance.

**Public Comments**          None

**No. 2025 – 105**                  Motion made by McLean, seconded by Bates.

**PERSONNEL**  
**BOARD ACTION AS**          Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon  
**FOLLOWS:**                  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 – 106**  
**2025-2026 BOCES**  
**ADMINISTRATIVE,**  
**PROGRAM AND**  
**CAPITAL BUDGET**

Motion made by Davis, seconded by Bates.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby adopt the 2025-2026 BOCES Administrative, Program, and Capital Budget as presented and approved by the component schools' boards of education.

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

Yeas: All members present

Nays: None

**No. 2025 – 107**  
**INTERNAL AUDITOR**

Motion made by McLean, 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 Questar III as the internal auditor for the 2025-2026 school year.

(In accordance with [Board Policy #4484](#) – Financial Accountability)

Yeas: All members present

Nays: None

**No. 2025 – 108**  
**BOCES ANNUAL**  
**MEETING DATE**

Motion made by McLean, seconded by Miller.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby set the 2026 Annual Meeting date for the St. Lawrence-Lewis BOCES. The date will be Wednesday, April 1, 2026.

(In accordance with [Board Policy #1310](#) – Power and Duties of the Board and Its Officers)

Yeas: All members present

Nays: None

**No. 2025 – 109**  
**DATE FOR**  
**COMPONENT**  
**DISTRICTS VOTE ON**  
**BOCES**  
**ADMINISTRATIVE**  
**BUDGET & BOARD**  
**VACANCIES FOR**  
**2026**

Motion made by Wells, seconded by McLean.

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

(In accordance with [Board Policy #1220](#) – Nomination and Election of Board Members)

Yeas: All members present

Nays: None

**No. 2025 – 110**  
**LEASE –**  
**OGDENSBURG**  
**BOYS’ AND GIRLS’**  
**CLUB**

Motion made by McLean , 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 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.

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

Yeas: All members present  
Nays: None

**No. 2025 – 111**  
**ONLINE DATABASE**  
**CENTROID**  
**SYSTEMS LLC**

Motion made by Davis, 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 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.

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

Yeas: All members present  
Nays: None

**No. 2025 – 112**  
**NYS DISTANCE**  
**LEARNING**  
**CONSORTIUM**

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 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.

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

Yeas: All members present

Nays: None

**No. 2025 – 113  
LOCAL BID**

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 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

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

Yeas: All members present

Nays: None

**No. 2025 – 114  
LOCAL BID**

Motion made by Bates, 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 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.

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

Yeas: All members present

Nays: None

**No. 2025 – 115  
LEASE – DANC**

Motion made by Wells, 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 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.

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

Yeas: All members present

Nays: None

**No. 2025 – 116  
LEASE –  
CHILDREN'S HOME  
OF JEFFERSON  
COUNTY**

Motion made by McLean, 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 resolution:

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.

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

Yeas: All members present

Nays: None

**No. 2025 – 117  
CONSENT AGENDA**

Motion made by Remington, seconded by Davis.

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 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)

Yeas: All members present

Nays: None

**Reports**

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

[Darin Saiff, Deputy Superintendent](#)

- Informational Items**
- A. Update on Facilities – K. Perretta
  - B. There will be a “retirement reception” from 4-5 pm prior to the 5pm BOE meeting on June 5<sup>th</sup> at the Educational Services Center

**Discussion Items**                      None

**Presentation**                      Holly Durham, Principal, Southwest Technical Center  
Tiamane Hull, Culinary Arts Student, Southwest Technical Center

**Other**                                      None

**No. 2025 – 118  
EXECUTIVE  
SESSION**                      Motion made by Davis, seconded by Remington.

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 at 7:09 pm.

Yeas: All members present  
Nays: None

The Board returned to regular session at 7:40 pm.

**No. 2025 – 119  
ADJOURNMENT**                      Motion made by McLean, seconded by Bates to adjourn the meeting at 7:41 pm.

Yeas: All members present  
Nays: None

**Jennie L. Colburn  
District Clerk**