



**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: November 13, 2025
BOE APPROVED: December 11, 2025**

The regular meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, November 13, 2025 at the Northwest Technical Center, 1000 Park Street, Ogdensburg, New York beginning at 6:00 pm.

Roll Call:

Present: Roger Bennett, Cindy McLean, Todd Bates, Michael Davis, Kevin Wells and James Lattimer

Excused: Michael Miller, Ward Remington, Jack Zeh and Ryanna Todd (student ex officio)

Absent: Jonathan Robinson (student ex officio)

Others Present: Darin Saiff, Nicole Ashley, Jennie Colburn, Marshall Fiese, Johnathan Hirschey, Kevin Perretta, Lori Remington, Reginald McDonald, Tawni Rickett and Jessica Berkman

Lee Mary Necaise
Hillary Hand (arrived at 6:01 pm)

All members stood for the Pledge of Allegiance.

Public Comments Lee Mary Necaise addressed the Board of Education regarding a proposal of installation of cameras in each self-contained ABA classroom within the BOCES programs across St. Lawrence County.

No. 2026 – 067
ALL 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 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 – 068
STUDENT EX
OFFICIO
HANDBOOK

Motion made by McLean, seconded by Wells.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Saiff, does approve the Student Ex Officio Handbook.

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

Yeas: All members present
Nays: None

No. 2026 – 069
DISTRICT
SUPERINTENDENT'S
EMPLOYMENT
AGREEMENT

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 Saiff, does hereby approve the amendment of Paragraph 6 “Leave Allowances” to the District Superintendent’s Employment Agreement between the Board and District Superintendent dated August 21, 2025.

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

Yeas: All members present
Nays: None

No. 2026 – 070
VENDOR /
CONSULTING
AGREEMENT

Motion made by Wells, seconded by Davis.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Saiff, does hereby approve the Vendor / Consulting agreement between Varsity Tutors for SCHOOLS LLC and St. Lawrence-Lewis BOCES for virtual tutoring sessions with McKinney-Vento students. The term of the agreement is October 7, 2025 through June 30, 2026.

(In accordance with [Board Policy #5410](#) – Purchasing Competitive Bidding and Offering)

Yeas: All members present
Nays: None

No. 2026 – 071
TIPS NATIONAL
COOPERATIVE

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 Saiff, does hereby approve the participation in The Interlocal Purchasing System (TIPS National Cooperative), which is a national governmental purchasing cooperative that bids and awards contracts to local, regional and national vendors in compliance with local, state and federal procurement laws and regulations.

(In accordance with [Board Policy #5410](#) – Purchasing Competitive Bidding and Offering)

Yeas: All members present

Nays: None

**No. 2026 – 072
NYSITCC
CONTRACT**

Motion made by Davis, seconded by McLean.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Saiff, 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 Airia Holdings LLC, dba Brain Freeze LLC, Bright Village Ventures, LLC, Carahsoft Technology Corp., Concourse Tech. Inc., Curipod, Edia Learning, Flint Inc., Kira Learning, Knowt Inc., MantisEDU Inc., Notable Inc. dba Kami, Panorama Education, Inc. dba Prometric LLC, SAY IT Labs Inc., Thriving Students Collective, TouchMath Acquisition LLC dba TouchMath LLC, TrueMark Systems Corporation, Varsity Tutors for Schools, LLC, and,

WHEREAS, The St. Lawrence-Lewis BOCES is desirous of participating with other BOCES Districts in New York State in joint agreements for the software/learning packages and licensing 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 software/learning packages, 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 #5410](#) – Purchasing Competitive Bidding and Offering)

Yeas: All members present

Nays: None

**No. 2026 – 073
INSTALLMENT
PURCHASES**

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 Saiff, does hereby approve the installment purchases for:

- Ogdensburg Central School District in the 2025-2026 school year for seven (7) network printers with Xerox for a total cost of \$245,071.80, contingent on their Board approval at their next meeting. The monthly cost of the equipment is \$4,084.53 for a 60-month term.
- Hammond Central School District in the 2025-2026 school year for a network printer with Advanced Business Systems for a total cost of \$19,617.60. The monthly cost of the equipment is \$326.96 per month for a term of 60 months.
- Norwood-Norfolk Central School District in the 2025-2026 school year for a network printer with Xerox for a total cost of \$12,584.40. The monthly cost of the equipment is \$209.74 per month for a term of 60 months.
- Hammond Central School District in the 2025-2026 school year for a network printer with Advanced Business Systems for a total cost of \$15,657.60. The monthly cost of the equipment is \$260.96 per month for a term of 60 months.

The equipment is being purchased through CoSer 506, Instructional Technology. In accordance with NYS Education Law, installment purchases require approval by board resolution and approval by the State Education Department.

(In accordance with [Board Policy #5410](#) – Purchasing Competitive Bidding and Offering)

Yeas: All members present
Nays: None

No. 2026 – 074 CONSENT AGENDA

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 Saiff, does hereby approve the consent agenda:

- Treasurer's Report for period ending October 31, 2025:
(In accordance with [Board Policy #1510](#) – Regular Board Meetings and Rules)

A. Account Balances (October 31, 2025)

General Fund	\$6,113,308.46
Federal Fund	\$441,413.58
Trust & Agency Fund	\$2,227.81
Payroll Fund	\$0.00
Capital Equipment Reserve	\$207,630.16
Capital Renovation Project	\$452,873.75

B. Current Budget Allocation – October 31, 2025

[Budget Report](#)

[District Billing](#)

General Fund Budget..... \$78,993,491.54

- [Minutes of October 9, 2025 Meeting](#)
(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 a transformer, inverter and meter channel for scrap value from Hammond Central School to the Electrical Technologies program at Northwest Technical Center.
 - Donation of two over-the-bed tables with an approximate value of \$650.00 from the Cleveland Clinic Foundation, Cleveland, OH to the Health Careers program at Northwest Technical Center.
 - Donation of a manual ambulance stretcher to be utilized by the HEROs class at Southwest Technical Center from the Star Lake Fire Department, Star Lake, NY. The approximate value of the stretcher is \$1,500.00.
 - Donation of 16 boxes of Halo (6-pack) lights to the Building Trades Program at Southwest Technical Center from Brian Cox, Gouverneur, NY. The approximate value of the lights is \$800.00.
- [Cooperative Bids](#)
(In accordance with [Board Policy #5410](#) – Purchasing: Competitive Bidding and Offering)
 - Produce for November / December 2025
 - Copy Paper – 2nd Half 2025-2026
 - Institutional Paper – 2nd Half 2025-2026
 - Computer Supplies – 2nd Half 2025-2026
- [Administrator Handbook](#)

Yeas: All members present
Nays: None

Reports [Darin Saiff, District Superintendent](#)
 [James Nee, Deputy Superintendent](#)

Discussion Items Superintendent Evaluation

Informational Items Update of Facilities – K. Perretta

Next Board of Education Meeting – Thursday, December 11, 4:00 pm at Seaway Tech Center

Presentations Steven Morrow, Principal, Northwest Tech Center

Other None

**No. 2026 – 075
EXECUTIVE
SESSION**

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 Saiff, does hereby enter into executive session for the purpose of discussing the employment of a particular person at 7:07 pm.

Yeas: All members present

Nays: None

The Board returned to regular session at 7:28 pm.

**No. 2026 – 076
ADJOURNMENT**

Motion made by Bates, seconded by Wells to adjourn the meeting at 7:30 pm.

Yeas: All members present

Nays: None

Jennie L. Colburn, District Clerk