



**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 14, 2024  
BOE APPROVED: December 12, 2024**

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 14, 2024 at the Northwest Technical Center, 1000 Park Street, Ogdensburg, New York beginning at 6:00 pm.

**Roll Call:**

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

Excused: Jack Zeh

Others Present: Thomas Burns, Darin Saiff, Nicole Ashley, Jennie Colburn, Marshall Fiese, Johnathan Hirschey, Kevin Perretta and Lori Remington

The Board of Education met with the External Auditors, Bowers & Company, at 5:30 pm to review the external audit. Also present were Thomas Burns, Nicole Ashley, Darin Saiff, Jennie Colburn, Marshall Fiese, Johnathan Hirschey, Kevin Perretta and Lori Remington.

All members stood for the Pledge of Allegiance.

**Public Comments** None

**No. 2024 – 051**  
**EXTERNAL AUDIT** Motion made by Miller, seconded by Remington.

Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby accept the external audit as presented by the external auditors, Bowers and Company, CPAs, PLLC.

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

Yeas: All members present  
Nays: None

**No. 2025 - 052  
ALL PERSONNEL  
BOARD ACTION AS  
FOLLOWS:**

Motion made by Remington, 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 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 – 053  
DECLARATION OF  
EMERGENCY  
PROJECTS**

Motion made by McLean, 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 emergency projects:

- Northwest Technical Center AAA Building (Community Connections) – water damage issues causing the need for drywall repair and replacement of two 30-year old forced air furnace units – occupation of the building is suspended until repairs are completed – the condition required immediate corrective action and could not await execution of proper bidding procedures due to the environmental concerns.
- Southwest Technical Center – sewage line damages - the condition required immediate corrective action and could not await execution of proper bidding procedures due to the environmental concerns.

The public emergency is defined by the General Municipal Law as an accident or other unforeseen occurrence or condition affecting public buildings, public property, or life, health, safety, or property.

(In accordance with General Municipal Law; Laws of NY, Consolidated Laws, PBB, Article 2; Section 9 – construction emergencies)

Yeas: All members present  
Nays: None

**No. 2025 – 054  
PURCHASE OF  
SUPEREVAL  
PLATFORM**

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 Burns, does hereby approve the purchase of SuperEval for the 2024-2025 school year at a proposed cost of \$2,694.00.

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

Yeas: All members present  
Nays: None

**No. 025 – 055  
CTE EQUIPMENT  
RESERVE**

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 authorize expenditures up to \$65,260 from the CTE Equipment Reserve fund for a Ford F-450 Super Duty truck.

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

Yeas: All members present

Nays: None

**No. 2025 – 056**  
**LEASE BETWEEN**  
**POTSDAM CENTRAL**  
**SCHOOL AND SLL**  
**BOCES**

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 lease between the Potsdam Central School District and St. Lawrence-Lewis BOCES for the property formerly known as the Potsdam Day Care Building located at 68 Lawrence Avenue, Potsdam, New York. The term of the lease shall be from September 1, 2024 through August 31, 2025.

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

Yeas: All members present

Nays: None

**No. 2025 – 057**  
**LOCAL BIDS**

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 bid awards for building materials, to low bidder meeting specifications for the Seaway Technical Center for the building of the house:

Plumbing Materials: Bicknell Building Supply - \$5,243.84

Insulation and Drywall Materials: Bicknell Building Supply - \$8,837.47

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

Yeas: All members present

Nays: None

**No. 2025 – 058**  
**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 consent agenda:

- [Minutes of October 10, 2024 Meeting](#)  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)
- Treasurer's Report for period ending October 31, 2024:  
(In accordance with [Board Policy #1432](#) – Order of Business at Regular Board Meetings)

A.	<u>Account Balances (October 31, 2024)</u>	
	General Fund	\$5,286,971.19
	Federal Fund	\$526,438.39
	Trust & Agency Fund	\$800.80
	Payroll Fund	\$6.86
	Capital Equipment Reserve	\$191,363.04
	Capital Renovation Project	\$206,801.32

B. Current Budget Allocation – October 31, 2024

[Budget Report](#)      [District Billing](#)

General Fund Budget..... \$75,733,837.90

- [Establish Hourly/Per-Diem/Stipend Rates for 2024 – 2025 Year](#)  
(In accordance with [Board Policy #5151](#) – Temporary and Part-time Employees)
- [Cooperative Bids](#)  
(In accordance with [Board Policy #4310](#)– Purchasing Policy)
  1. Produce for November / December 2024
  2. Copy Paper – 2<sup>nd</sup> Half for 2024-2025
- [Donations](#)  
(In accordance with [Board Policy #4230](#) – Acceptance of Gifts, Grants, and Bequests to BOCES)
  - Donation from Gouverneur Hospital (Rochester Regional Health), Gouverneur, NY of three (3) boxes (100/box) of syringes for the Southwest Technical Center BOCES Pharmacy Program. The approximate value of the syringes is \$30.00.
  - Donation from Lowe’s #2401, Ogdensburg, NY of a ½” drive impact wrench kit with battery charger to the Northwest Technical Center. The impact wrench kit has a value of \$24.99.

Yeas: All members present

Nays: None

**Reports**

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

[Darin Saiff, Assistant Superintendent for Instruction](#)

**Discussion Items**

2024-2025 Board of Education Goals

**No. 2025 – 059**  
**[2024 – 2025 BOARD OF EDUCATION GOALS](#)**

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 the 2024-2025 Board of Education goals.

Yeas: All members present

Nays: None

**Informational Items** Update of Facilities – K. Perretta  
December 12<sup>th</sup> Board of Education meeting, 4pm at Seaway Tech

**Presentation** None

**Other** None

**No. 2025 – 060  
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 Burns, does hereby enter  
into Executive Session for the matters leading to the discipline of a particular  
employee and matters related to litigation at 6:55 pm.  
  
Yeas: All members present  
Nays: None  
  
Board returned to regular session at 7:37 pm.

**No. 2025 – 061  
ADJOURNMENT** Motion made by Bates, seconded by Davis to adjourn the meeting at 7:38 pm.  
  
Yeas: All members present  
Nays: None

**Jennie L. Colburn, District Clerk**