

**BOARD OF COOPERATIVE EDUCATIONAL SERVICES  
SOLE SUPERVISORY DISTRICT  
FRANKLIN-ESSEX-HAMILTON COUNTIES**

**DATE:** April 27, 2017

**LOCATION:** North Franklin Educational Center, Malone, New York

**KIND OF MEETING:** Regular

**MEMBERS PRESENT:** Dennis J. Egan, Thomas O’Bryan, Elizabeth R. Forsell, Emily M. Lauzon, Richard Retrosi, John G. Swanston, Donald A. Whitmore, III

**MEMBERS ABSENT:** Donna J. Kissane, Richard M. Preston

**OTHERS PRESENT:** Stephen T. Shafer, District Superintendent  
Lisa M. Mastry, Clerk  
Cheryl A. Felt, Deputy Superintendent (Excused)  
Ernest Witkowski, Interim Director of Management and Finance  
Jason Brockway

**VISITORS:** Rachel Risetto

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE:** The meeting was called to order at 7:00 P.M. by President Egan followed by the Pledge of Allegiance.

**ACKNOWLEDGEMENT OF RESIGNATION OF EMILY LAUZON FROM THE BOARD OF COOPERATIVE EDUCATIONAL SERVICES:** The Board acknowledged the resignation of Emily Lauzon from the Board of Cooperative Educational Services, effective at the conclusion of the meeting.

**APPROVAL OF MINUTES:** President Egan asked for a motion concerning the minutes of the previous meeting. Elizabeth Forsell moved, seconded by Mr. O’Bryan that the minutes of the regular meeting of March 16, 2017 as well as the annual meeting of April 6, 2017 be approved.

Yes - 7  
No - 0, motion carried

**APPROVAL OF  
FINANCIAL REPORTS:**

The Board, acting as the Audit Committee of the Whole, reviewed the Treasurer's Reports for the Consolidated, Workers' Compensation, Health Insurance, CTE Equipment Reserve, Employee Benefit Accrued Liability Reserve, Unemployment Insurance Reserve and ERS Retirement Reserve Funds as well as the Group Checking and Payroll Checking for the month of March. Following discussion, Mr. O'Bryan moved, seconded by Mrs. Forsell that the Treasurer's Reports, Budget Control and Analysis of Revenue Reports for all funds for the month of March be approved.

Yes - 7  
No - 0, motion carried

**ACCEPTANCE OF EXTRA-  
CLASSROOM AUDIT:**

The Board received a report on the findings of the Extra-Classroom Audit. Mrs. Forsell moved, seconded by Mr. Swanston that the report be accepted.

Yes - 7  
No - 0, motion carried

**QUARTERLY UPDATE ON  
INTERNAL AUDIT  
FUNCTION:**

Ernest Witkowski gave the board an update on the Internal Audit Function.

**EXECUTIVE SESSION:**

Mr. Retrosi moved, seconded by Mrs. Forsell that the Board enter into an executive session for the purpose of discussing the employment status of two specific individuals, ongoing negotiations with the Teachers' bargaining unit, discussing the salary and benefit policy for confidential employees, discussing the Evaluation of the District Superintendent and discussion of an extension and amendment to the Employment Agreement with the District Superintendent.

Yes - 7  
No - 0, motion carried

The Board entered into an executive session at 7:05 P.M.

Mr. Whitmore moved, seconded by Mr. Retrosi that the Board leave the executive session.

Yes - 7  
No - 0, motion carried

The Board left executive session at 9:22 P.M.

**ABOLISHMENT OF  
POSITION:**

Upon the recommendation of Mr. Shafer, Mr. Whitmore moved, seconded by Mrs. Forsell that the following position be abolished:

Operations & Maintenance Coordinator (Effective 08/31/17)

Yes - 7  
No - 0, motion carried

**CREATION OF POSITIONS:**

Upon the recommendation of Mr. Shafer, Mr. Retrosi moved, seconded by Mrs. Lauzon that the following position be created:

Director of Facilities II – Currently located BOCES Wide (Effective 09/01/17)

Yes - 7  
No - 0, motion carried

**RESIGNATIONS:**

Mrs. Forsell moved, seconded by Mr. Whitmore that the following resignations be accepted:

Clarissa Hastings – Interpreter (Effective 06/23/17)  
Judy Quay – School Psychologist (Due to Retirement – Effective 06/30/17)

Yes - 7  
No - 0, motion carried

**APPOINTMENTS:**

Upon the recommendation of Mr. Shafer, Mr. Swanston moved, seconded by Mrs. Lauzon that:

Michele E. Frazier, be appointed as a MANAGEMENT SYSTEMS SPECIALIST commencing on 07/01/17, salary to be at \$37,000 (Full-time/12-Month Salary Confidential Policy). *Provisional Appointment Pending*

Yes - 7  
No - 0, motion carried

**CHANGE IN POSITION STATUS:**

Upon the recommendation of Mr. Shafer, Mrs. Lauzon moved, seconded by Mrs. Forsell that the position status be changed for the following:

David Snyder – Teaching Assistant 87%/Physical Education Teacher 13%  
TO  
Teaching Assistant 66.49%/Physical Education Teacher 13%/Health Teacher 20.51% (Effective 03/27/17)

Yes - 7  
No - 0, motion carried

**PART-TIME & OCCASIONAL EMPLOYEES:**

Upon the recommendation of Mr. Shafer, Mrs. Forsell moved, seconded by Mr. Swanston that the following individuals be appointed as Part-time and Occasional Employees:

Substitutes

Michele Denny (Teacher/Teaching Assistant)  
Phyllis Grady (Teacher/Teaching Assistant/Aide)  
Rhonda Meserole (Teaching Assistant)

Denise Oakes (LPN) – Effective 07/01/17  
Lynn Rockhill (Teaching Assistant/Aide/Clerical)  
George Stackpole (Teacher/Teaching Assistant/Aide)

Part-time Management Systems Specialist - \$142.31 Per Day  
Michele E. Frazier (For the period 6/16/17 through 06/30/17)

Part-time Carpenter - \$15.00 Per Hour  
Charles LaBrake Sr. (Up to 160 Hours for the period 3/29/17 through 06/30/17)

Part-time Copy Clerk - \$10.50 Per Hour  
Tyler Ashline (Up to 210 Hours for the period of 7/3/17 – 9/30/17)

Part-time Management Systems Specialist - \$200 Per Day  
Caroline Durant (Up to 15 days for the period of 7/5/17 – 9/30/17)

Summer Laborers - \$10.00 Per Hour (Based on 8 Hours Per Day and a Maximum of 40 Days)

*Effective 06/26/17 through 08/31/17*

Ted Childs  
Branden Marshall  
Matthew Niles  
Thomas Shafer

Consultant to Facilitate CTE Re-Approval Process - \$371.35 Per Day  
June Parameter (Up to 10 days for the period of 4/28/17 – 6/30/17) for AEC & NFEC

Yes - 7  
No - 0, motion carried

Upon the recommendation of Mr. Shafer, Mrs. Forsell moved, seconded by Mrs. Lauzon that the following individuals be appointed as Part-time and Occasional Employees:

**Club Advisors 2017-18**

North Franklin Educational Center

New Vision Government & Law Club - Tracy Edwards-Warren - \$200

Adirondack Educational Center

New Vision Club - Alison Riley-Clark - \$200

Yes - 7  
No - 0, motion carried

Upon the recommendation of Mr. Shafer, Mr. Retrosi moved, seconded by Mrs. Forsell that the following individuals be appointed as Part-time and Occasional Employees:

**Club Advisors 2017-18 (paid)**

Student Council (3 Advisors - \$800 Each)

Barbara Hart  
James Lalonde  
Jennifer Sienkiewicz

Yes - 7

No - 0, motion carried

Upon the recommendation of Mr. Shafer, Mrs. Forsell moved, seconded by Mr. Swanston that the following individuals be appointed as Part-time and Occasional Employees:

**Acting Principal 2017-18 - \$900 Each**

James LaLonde (NFEC)  
Joanne Williams (AEC)

Yes - 7

No - 0, motion carried

**APPROVAL OF  
SUBSTITUTE/HOURLY  
RATES FOR 2017-18  
SCHOOL YEAR:**

Upon the recommendation of Mr. Shafer, Mrs. Forsell moved, seconded by Mr. O'Bryan that:

**Substitute Teacher\*:**

\$92 Daily Rate – Certified Teacher  
\$80 Daily Rate – 4-Year Degree  
\$71 Daily Rate – Non-Degree

**Substitute Teaching Assistant\*:**

\$82 Daily Rate – Certified Teacher  
\$76 Daily Rate – Certified Teaching Assistant  
\$68 Daily Rate – Non-Degree/Uncertified

\*Any teacher/teaching assistant substitute (certified or not) working more than 10 days (day 11 and on) in a single teaching position (for the same teacher) – 1/200 Daily Rate

Substitute Teacher Aide - \$68 Daily Rate  
Substitute School Monitor - \$63 Daily Rate  
Substitute Clerical - \$10.40 Per Hour  
Substitute Registered Professional Nurse - \$135 Daily Rate  
Substitute Licensed Practical Nurse - \$112 Daily Rate  
Substitute Cleaner - \$10.40 Per Hour  
Substitute Laborer - \$10.40 Per Hour  
Substitute Motor Vehicle Operator – \$10.64 Per Hour

Job Coach - \$13.25 Per Hour  
Employment & Training Assistant - \$18.78 Per Hour

Adult and Continuing Education 2017-18

- Classes that lead to the issuance of a formal credential \$40/Hour
- Classes that do not lead to the issuance of a formal credential \$30/Hour

Yes - 7

No - 0, motion carried

**POSITIONS TO BE FILLED:**

Mr. Shafer informed the Board that at the present time the following positions are yet to be filled:

Auto Technology Teacher (Currently located at AEC – Effective 09/01/17)  
Building Trades Instructor (Currently located at NFEC – Effective 09/01/17)  
\*Director of Facilities (Currently located BOCES Wide – Effective 09/01/17)  
\*Director of Management & Finance (Currently located at CAO - Effective 10/01/17)  
Food Service Manager (Currently located NFCA - Effective 09/01/17)  
Interpreter – 2 Positions (Currently located Salmon River Central School)  
Laborer – 4 Positions (Currently located NFEC for the period of 06/26/17-08/31/17)  
Licensed Practical Nurse (Currently located Salmon River Central School – Effective 09/01/17)  
Living Environmental/Biology Teacher (P-Tech Program – Effective 07/01/17)  
Mathematics Teacher (P-Tech Program – Effective 07/01/17)  
School Counselor (P-Tech Program – Effective 07/01/17)  
School Psychologist (Currently located NFCA – Effective 09/01/17)  
Teaching Assistant (Currently located NFEC – Effective 09/01/17)  
Technology Teacher (Currently located at St. Regis Falls/NFEC – Effective 07/01/17)  
Typist (Currently located NFEC – Effective 01/27/17)

**\*Set Salary Range for Recruitment**

Director of Facilities \$45,000 - \$52,000

Director of Management & Finance \$75,000 - \$90,000

Mr. O'Bryan moved, seconded by Mr. Whitmore that Mr. Shafer be authorized to fill all vacancies for the 2017-18 school year.

Yes - 7

No - 0, motion carried

**BOCES BUDGET FOR 2017-18:**

Mr. Shafer reviewed the tentative 2016-2017 BOCES Administrative Budget with the Board. Mr. Swanston moved, seconded by Mrs. Lauzon that the tentative Budget for the 2017-2018 school year in the amount of \$22,484,770 be approved.

Yes - 7

No - 0, motion carried

**STUDENT TRAVEL:**

Mr. O’Bryan moved, seconded by Mrs. Lauzon that the following student activity be approved:

New Vision – Health (AEC) – Field Trip to tour three major medical centers – May 18-20, 2017, Massachusetts

Yes - 7  
No - 0, motion carried

**DONATION FROM KIM BOYD:**

Mrs. Forsell moved, seconded by Mrs. Lauzon that a donation of miscellaneous items from Kim Boyd with an estimated value of \$100 be accepted.

Yes - 7  
No - 0, motion carried

**APPROVAL OF REVISED POLICY FOR CONFERENCE ATTENDANCE AND EXPENSE REIMBURSEMENT:**

Mrs. Forsell moved, seconded by Mr. O’Bryan that the revised Policy for Conference Attendance and Expense Reimbursement be approved as annexed to these minutes.

Yes - 7  
No - 0, motion carried

**APPROVAL OF 5 YEAR CTE INSTRUCTIONAL EQUIPMENT PLAN 2017-18 THROUGH 2021-22:**

Mr. O’Bryan moved, seconded by Mrs. Lauzon that the 5 Year CTE Reserve Plan 2017-18 through 2021-22 be approved as annexed to these minutes.

Yes - 7  
No - 0, motion carried

**APPROVAL OF WORK SITES:**

Mr. Swanston moved, seconded by Mrs. Lauzon that the attached work sites be approved.

Yes - 7  
No - 0, motion carried

**AUTHORIZATION TO ACCEPT TRASH/RECYCLABLE REMOVAL BID:**

Mr. Shafer and the Board reviewed the tabulations regarding the Trash/Recyclable Removal bid in connection with the North Franklin Educational Center and Adirondack Educational Center. Following discussion, Mrs. Forsell moved, seconded by Mr. Whitmore that the low bid was submitted by Adirondack Waste Solutions in the total amount of \$775.00 be accepted.

North Franklin Educational Center	\$500.00
Adirondack Educational Center	<u>\$275.00</u>
<b>TOTAL</b>	<b>\$775.00</b>

Yes - 7  
No - 0, motion carried

**AUTHORIZATION FOR  
PRESIDENT AND/OR  
DISTRICT  
SUPERINTENDENT TO SIGN:**

Mr. O'Bryan moved, seconded by Mrs. Forsell that the President and/or District Superintendent be authorized to sign:

- Agreement with CVES in connection with CVES Supplemental Nutrition Assistance Program
- Agreement with Esther Debyah in connection with Claims Auditing Services
- Agreement with CP Enterprises in connection with miscellaneous electrical services
- Agreement with Press Republican in connection with advertising
- Agreement with Adirondack Alarms LLC in connection with the monitoring of the Fire System at North Franklin Ed Center
- Agreement with Adirondack Alarms LLC in connection with the monitoring of the Fire System at Adirondack Ed Center
- Agreement with Core Climate Systems in connection with HVAC Maintenance System Contract at NFEC
- Agreement with Core Climate Systems in connection with HVAC Maintenance System Contract at AEC
- Agreement with Simplex Grinnell, in connection with Fire Alarm System Service Contract with NFEC
- Agreement with Simplex Grinnell, in connection with Fire Alarm System Service Contract with AEC
- Agreement with Centenary United Methodist Church in connection with New Visions – Government & Law Program
- Agreement with Giggles & Wiggles Daycare Center in connection with Early Childhood Education
- Agreement with UVMHN/AHMC/TACNH, in connection with the Health Occupations Program
- Agreement with UVM/AHMC, in connection with New Vision Educational Program
- Agreement with Citizen Advocates, Inc., in connection with Clinical Work Experience
- Agreement with UVMHN/AHMC/TACNH, in connection with CNA Adult Educational Program

Yes - 7

No - 0, motion carried

**APPROVAL FOR  
DISPOSITION OF BOCES  
PERSONAL PROPERTY:**

Upon the recommendation of Mr. Shafer, Mrs. Lauzon moved, seconded by Mr. Whitmore that the property itemized on the list annexed to these minutes has been determined to be obsolete or otherwise not needed by the Franklin-Essex-Hamilton BOCES pursuant to the Personal Property Accountability Policy and that the property be recycled pursuant to the NYS Electronic Equipment Recycling and Reuse Law effective April 1, 2011 or disposed of through public bid or auction or sold as scrap to local dealers or disposed of at local landfill as indicated.

Yes - 7

No - 0, motion carried



**CONSIDERATION AND  
AUTHORIZATION TO  
ACCEPT INTERNAL AUDIT  
BID:**

Mr. Shafer and the Board reviewed the tabulations regarding the Internal Audit Bid in connection with the Franklin-Essex-Hamilton BOCES. Following discussion, Mr. Whitmore moved, seconded by Mrs. Lauzon that the low bid was submitted by Seyfarth & Seyfarth for the following years be accepted.

2017-2018 \$8,750  
2018-2019 \$7,000  
2019-2020 \$7,400

Yes - 7  
No - 0, motion carried

**AUTHORIZATION AND  
CONSIDERATION TO BID  
BOCES EQUIPMENT ON  
AUCTIONS  
INTERNATIONAL:**

Mr. Shafer informed the Board regarding the need to bid the following on Auctions International:

2004 Chevrolet Suburban  
2004 Chevrolet Malibu  
2011 Chevrolet Express Van

for the Franklin-Essex-Hamilton BOCES. Following discussion, Mrs. Forsell moved, seconded by Mr. Swanston that the notice to bidders be advertised.

Yes - 7  
No - 0, motion carried

**RESOLUTION OF THE  
FRANKLIN ESSEX  
HAMILTON BOARD OF  
COOPERATIVE  
EDUCATIONAL SERVICES  
PURSUANT TO THE NEW  
YORK STATE  
ENVIRONMENTAL  
QUALITY REVIEW ACT  
CONCERNING A CAPITAL  
PROJECT:**

**WHEREAS**, the Franklin Essex Hamilton Board of Cooperative Educational Services (“the Board”) is reviewing a proposed project for repairs/upgrades and renovations that include or may include the following work: to the North Franklin Educational Center, Malone New York, New York State Education Department (SED) project building no.16-90-00-00-002: replacement of mechanical systems, upgrade fire alarm system, renovate several classroom spaces, provide three (3) additions for a secure entrance, a special education classroom and expansion of the Auto Tech program, replace interior finishes, replace plumbing systems and other building renovations along with sidewalk replacement and asphalt parking as well as drive area reconstruction and other similar upgrades, repairs, renovations and additions at the North Franklin Educational Center; and to the Adirondack Educational Center, Saranac Lake, New York, SED project building no.16-90-00-00-004: replacement of mechanical systems, upgrade fire alarm system, renovate several classroom spaces, provide two (2) additions for a secure entrance and expansion of the Cosmetology classroom, replace interior finishes, replace plumbing systems and other building renovations along with sidewalk replacement and asphalt parking and drive area reconstruction, as well as an underground fuel tank replacement with an above ground unit and other similar upgrades, repairs, renovations and additions at the Adirondack Educational Center facility; and in addition, similar upgrades, maintenance, repairs and renovations at other facilities located on Franklin Essex Hamilton BOCES campus locations as more fully set forth in plans available in the Board’s administrative office (collectively each of the components identified shall be referred to as “the Project”); and

**WHEREAS**, as part of the renovations, updates and repairs to be conducted for the Project, the Board has requested the Village of Saranac Lake (“Village”) provide certain sewerage services to the Adirondack Educational Center, and the Village has determined that in order to provide such services, it plans to extend a waterline to the Adirondack Educational Center, including making arrangements to construct same by adding on to an existing line near such educational center. The determination to extend the waterline in this fashion was made by the Village, and the Board will not be performing or arranging for the performance of any construction or other work associated with the Village’s action to extend the waterline in this regard. In addition, the extension of such waterline has independent utility and justification without regard to development and construction of the Project; and

**WHEREAS**, in accordance with applicable law, the Board is reviewing the Project pursuant to Article 8 of the New York State Environmental Law, including 6 NYCRR Section 617.1 et seq. known as the New York State Environmental Quality Review Act (“SEQRA”) to determine if the Project may cause any significant adverse impact to the environment, and;

**WHEREAS**, the Board has considered the impact on the environment of the Project, including as detailed in the documents provided by the Board’s architect and/or engineer concerning the scope of the Project and the conditions of same and as set forth in more detail below, by undertaking a thorough review of the conditions and issues associated with the construction and development of the Project, as well as reviewing same in light of applicable law under SEQRA, and;

**NOW, THEREFORE, BASED UPON THE INFORMATION STATED AND SET FORTH HEREIN, THE BOARD HEREBY RESOLVES AS FOLLOWS:**

1. Based on the foregoing, including the whereas clauses incorporated by reference herein, the Board finds that the Project, including each of its components collectively at the various campuses and buildings referenced herein and in the Project plans as referenced constitutes routine activities of educational institutions, including but not limited to maintenance or repair activities, and/or in-kind, same-site replacement, rehabilitation or reconstruction activities and other additions that collectively do not exceed any of the applicable thresholds pursuant to 6 NYCRR Part 617.5 (c), and therefore the Project is a Type II action requiring no SEQRA review under the circumstances as such action (referred to as the Project here) has been deemed to not cause any significant adverse impact to the environment.

2. The requirements of SEQRA have been satisfied and this resolution shall take effect immediately.

Motion made by: Mr. Retrosi

Seconded by: Mrs. Lauzon

Yes - 7

No - 0, motion carried

**DONATION FROM  
CARCUZZI CAR CARE:**

Mr. Retrosi moved, seconded by Mr. O'Bryan to accept a donation from CarcuZZi Car Care Center of a motorized tire and wheel balancer with an estimated value of \$1,000.

Yes - 7  
No - 0, motion carried

**CONSIDERATION OF  
REQUEST TO SUPPORT  
RAISING THE MINIMUM  
LEGAL SALE AGE FOR  
TOBACCO PRODUCTS TO 21:**

Mr. Whitmore moved, seconded by Mrs. Forsell to support raising the minimum legal sale age for tobacco products to 21.

Yes - 7  
No - 0, motion carried

**APPROVAL OF REVISED  
POLICY REGARDING THE  
USE OF TOBACCO  
PRODUCTS:**

Mr. O'Bryan moved, seconded by Mr. Swanston that the revised Policy Regarding the Use of Tobacco Products be approved as annexed to these minutes.

Yes - 7  
No - 0, motion carried

**CONSIDERATION AND  
AUTHORIZATION TO  
ACCEPT INSURANCE  
SERVICES BID:**

Mr. Shafer and the Board reviewed the tabulations regarding the Insurance Services bid in connection with the Franklin-Essex-Hamilton BOCES. Following discussion, Mr. O'Bryan moved, seconded by Mrs. Lauzon that the low bid was submitted by Northern Insuring Agency, Inc. in the total amount of \$56,633.46 be accepted.

Yes - 7  
No - 0, motion carried

**APPROVAL OF ANNUAL  
PROFESSIONAL  
PERFORMANCE REVIEW  
PLAN:**

Mr. O'Bryan moved, seconded by Mrs. Lauzon that the Annual Professional Performance Review Plan was reviewed by the committee and there are no changes for the 2017-18 school year.

Yes - 7  
No - 0, motion carried

**CONSIDERATION OF  
ACUTIONS INTERNATIONAL  
BID RESULTS:**

Mr. Shafer reviewed the bid results from the auction of BOCES equipment on Auctions International:

2000 Chevrolet Impala – \$510.00  
2004 Chevrolet Impala – \$660.00

Following discussion, Mrs. Forsell moved, seconded by Mr. Whitmore that the BOCES be authorized to accept bids.

Yes - 7  
No - 0, motion carried

**JOINT AGREEMENT WITH  
THE TEN COMPONENT  
SCHOOL DISTRICTS FOR  
CAPITAL CONSTRUCTION:**

Mr. Whitmore moved, seconded by Mr. Swanston that the following resolution be offered and move its adoption:

RESOLUTION OF BOARD OF COOPERATIVE EDUCATIONAL SERVICES SOLE SUPERVISORY SCHOOL DISTRICT FRANKLIN - ESSEX - HAMILTON COUNTIES (THE "BOCES"), ADOPTED APRIL 27, 2017, AUTHORIZING THE BOCES TO ENTER INTO A JOINT AGREEMENT WITH THE TEN COMPONENT SCHOOL DISTRICTS OF THE BOCES FOR THE CONSTRUCTION OF IMPROVEMENTS TO THE NORTH FRANKLIN EDUCATIONAL CENTER AND THE ADIRONDACK EDUCATIONAL CENTER PURSUANT TO SECTION 1950 OF THE EDUCATION LAW.

BE IT RESOLVED BY THE BOARD OF COOPERATIVE EDUCATIONAL SERVICES SOLE SUPERVISORY SCHOOL DISTRICT FRANKLIN - ESSEX - HAMILTON COUNTIES (by a vote of not less than a majority of all the members of said Board) AS FOLLOWS:

The Board of Cooperative Educational Services Sole Supervisory School District Franklin - Essex - Hamilton Counties (the "BOCES"), is hereby authorized to enter into a Joint Agreement in substantially the form attached hereto as Exhibit A and made a part hereof with the ten component school districts of the BOCES (the "Component School Districts") for the construction of improvements to the BOCES' North Franklin Educational Center and Adirondack Educational Center. Said Joint Agreement, in addition to providing for all other matters deemed necessary and proper, (i) sets forth the cost of such construction of improvements to such facilities and costs incidental thereto and (ii) provides for an allocation and apportionment of said costs among the Component School Districts on such equitable basis as the parties thereto shall determine and agree, and further sets forth the proportion of the total cost to be provided by each such Component School District in accordance with such allocation and apportionment.

The Component School Districts are as follows:

Brushton-Moira Central School District  
Chateaugay Central School District  
Lake Placid Central School District  
Long Lake Central School District  
Malone Central School District  
Raquette Lake Union Free School District  
St. Regis Falls Central School District  
Salmon River Central School District  
Saranac Lake Central School District  
Tupper Lake Central School District

The President of the Board, the chief fiscal officer of the BOCES, and in his/her absence, the Vice President of the Board is hereby authorized and directed to execute said Joint Agreement for and on behalf of the BOCES.

The BOCES hereby agrees to take any and all actions necessary as required by said Joint Agreement to accomplish the purposes and intent of the Joint Agreement.

This resolution shall take effect immediately.

Yes - 7

No - 0, motion carried

**ACCEPTANCE OF  
RESIGNATION OF EMILY  
LAUZON WITH REGRETS:**

Mr. O'Bryan moved, seconded by Mr. Swanston that the resignation of Emily Lauzon be accepted with regrets.

Yes - 7

No - 0, motion carried

**REVIEW OF BOCES ANNUAL  
MEETING, RESULTS OF  
ANNUAL ELECTION OF  
MEMBERS OF THE BOCES,  
AND VOTE ON  
ADMINISTRATIVE BUDGET  
CONDUCTED ON APRIL 25,  
2017:**

The Board discussed the BOCES Annual Meeting held on April 6, 2017 and reviewed the results of the Annual Election of members of the BOCES and vote on Administrative Budget conducted on April 25, 2017.

**ACADEMIC EXCELLENCE  
AWARDS BANQUET/BOCES  
AWARDS CEREMONIES:**

The Board was reminded of the following:

Academic Excellence Awards Banquet – June 11, 2017, Crowne Plaza, Lake Placid

AEC: CTE, June 12, 9:00 AM, NCCC Gymnasium  
New Vision – June 12, 11:00 AM, Adirondack Medical Center (Redfield Room)  
New Vision (Gaming & Coding), June 12  
NFEC: CTE, June 12, 9:15 AM, Franklin Academy  
New Vision (Health), June 19, 9:00 AM, Alice Hyde Medical Center, Conference Room  
New Vision (Government & Law), June 14, 9:00 AM, Centenary Methodist Church  
New Vision (Gaming & Coding), June 12, 9:15 with CTE at FA

**CALENDAR OF BOARD  
MEETING PRESENTATIONS/  
AGENDA ITEMS:**

Mr. Shafer shared an updated Calendar of Board Meeting Presentations/Agenda Items with the Board.

**BOARD COMMENTS:**

Emily Lauzon thanked Mr. Shafer and the Board.

**APPOINTMENT OF JASON BROCKWAY TO FILL THE VACANCY ON THE BOARD OF COOPERATIVE EDUCATIONAL SERVICES:**

Mrs. Forsell moved, seconded by Mr. Retrosi to appoint Jason Brockway to fill the vacancy on the Board of Cooperative Educational Services.

Yes - 7

No - 0, motion carried

**OATH OF OFFICE:**

Oath of office was administered to the following member of the Board by District Superintendent Stephen T. Shafer:

Jason Brockway

**APPROVAL OF SALARY AND BENEFIT POLICY FOR CONFIDENTIAL EMPLOYEES:**

Mr. Whitmore moved, seconded by Mr. Brockway that a 3-year Salary and Benefit Policy for Confidential Employees be approved as annexed to these minutes.

Yes - 7

No - 0, motion carried

**ADJOURNMENT:**

Mr. Swanston moved, seconded by Mr. Brockway that the meeting be adjourned.

Yes - 7

No - 0, motion carried

Meeting adjourned at 10:03 P.M.

These minutes approved \_\_\_\_\_

\_\_\_\_\_  
Lisa M. Mastry, Clerk