

CHAMPLAIN VALLEY EDUCATIONAL SERVICES
 Board of Cooperative Educational Services
 Sole Supervisory District of Clinton, Essex,
 Warren and Washington Counties

DATE: February 11, 2015

KIND OF MEETING: Regular Board Meeting

PLACE: Instructional Services Center, Plattsburgh, NY

Board Members Present:

Larry Barcomb
 Leisa Boise
 Tonia Finnegan arrived 7:34p.m.
 Evan Glading
 Linda Gonyo-Horne
 Richard Harriman, Sr.
 Donna LaRocque
 Ed Marin
 Richard Malaney
 Bruce Murdock
 Sue Reaser
 Michael St. Pierre
 Lori Saunders

Board Members Absent:

Bryan Garvey
 Thomas McCabe

District Superintendent

Mark C. Davey

Deputy Board Clerk:

Louise Jackstadt

Others Present:

Cindy Haley
 Michele Friedman
 Rachel Rissetto
 Teri Calabrese-Gray
 Betsy Morrow
 Bonnie Berry
 Jim McCartney
 Michael Horne
 Christine Myers

MEETING
TO ORDER

President Barcomb called the meeting to order at 7:32 p.m.

OPINIONS &
CONCERNS FROM
THE AUDIENCE

Betsy Morrow, Business Education Teacher, commended Michele Friedman, Director of CV-TEC, for providing treats to staff for CTE month. It was very well received by the entire staff.

Cindy Haley, Teacher Union President, spoke briefly regarding the Governor's Budget proposal, the lack of GEA funding and the impact it will have on our students.

Mark Davey also provided a summary of the Legislative Breakfast that was held recently in Lake Placid, which he attended along with two CVES Board Members, Richard Harriman and Lori Saunders. The breakfast provided our area legislators, Senator Betty Little and Assemblywoman Janet Duprey, an opportunity to share feedback regarding the Governor's budget and its potential impact to school districts. Dr. Davey, Mr. Harriman and Mrs. Saunders shared that the legislators encouraged those people who want to make a difference and share their concerns regarding the Governor's proposal should send emails, faxes or make phone calls to their legislators.

Mark Davey and Mr. Barcomb welcomed Bonnie Berry as the Interim Director of Special Education for CVES.

EXECUTIVE
SESSION

Mr. St. Pierre moved, seconded by Mr. Murdock, that the Board go into Executive Session at 7:45 p.m., for the following reasons: (1) A matter of information relating to a current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed; (2) a matter of discussion regarding proposed, pending or current litigation; (3) a matter of collective negotiations pursuant to Article 14 of Civil Service Law (The Taylor Law); (4) a matter of the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension dismissal, or removal of a particular person or corporation. All Board Members present voted yes – motion carried.

Mr. Murdock moved, seconded by Mrs. Reaser, to come out of Executive Session at 8:50 p.m. All Board Members present voted yes—motion carried.

BOARD OF
EDUCATION
BUDGET
PRESENTATION

Christine Myers and Mark Davey presented a PowerPoint highlighting the 2015-16 draft budget. Factors impacting the budget development were reviewed, as well as a 2015-16 draft proposed costs summary for each division. A draft copy of the 2015-16 Educational Program and Fiscal Plan was also shared with the Board.

Mrs. Gonyo-Horne moved, seconded by Mr. Murdock that the Board grant approval to have the 2015-16 CVES Educational Program and Fiscal Plan printed to share with component school districts. All Board Members present voted yes – motion carried.

PREVIOUS
MINUTES

Mr. Murdock moved, seconded by Mrs. Boise that the Board approve the minutes of the January 14, 2015, Board Meeting as presented. All Board Members present voted yes—motion carried.

CERTIFICATION
OF WARRANT

Mrs. Gonyo-Horne moved, seconded by Mrs. Boise, that the Certification of Warrant for January 5, 2015 - January 30, 2015, be accepted as presented. All Board Members present voted yes—motion carried.

TREASURER'S
REPORT

Mrs. Gonyo-Horne moved, seconded by Mr. St. Pierre, that the Treasurer's Report for December 31, 2014, be accepted as presented. All Board Members present voted yes—motion carried.

DONATIONS

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne, that the Board approve the following donations:

1. For our student stipend:

United Way	\$250.00
Pepsi Cola	<u>173.56</u>
Total	\$423.56

All Board Members present voted yes—motion carried.

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TRANSPORTATION
AGREEMENT
RENEWAL

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne that the Board approve the following Transportation Agreement Renewal:

1. Renewal Agreement between Clinton-Essex-Warren-Washington BOCES and AuSable Valley Central School District, to provide certain transportation services for students in CV-TEC programs for the period of September 1, 2014 through June 30, 2015 at a current estimated cost of \$13,900. (CV-TEC)

All Board Members present voted yes—motion carried.

RESIGNATIONS
BOYEA, JOCK,
PERROTTE

Mrs. Gonyo-Horne moved, seconded by Mr. Murdock, that the Board accept the following letters of resignation:

1. Kim Boyea, Account Clerk/Typist, effective February 23, 2015
2. James Jock, 20% Assistant Human Resource Director, effective February 20, 2015.
3. Martin Perrotte, 50% Vehicle Mechanical Repair Teacher, effective February 25, 2015.

All Board Members present voted yes—motion carried.

RETIREMENT
LANGEY

Mrs. Reaser moved, seconded by Mr. Murdock, that the Board accept the following letter of resignation for the purpose of retirement:

1. Susan Langey, Teacher Aide/Student Aide, effective October 14, 2015

All Board Members present voted yes—motion carried.

RESIGNATION/
APPOINTMENT
CHRISTENSEN

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne, that the Board accept the following letter of resignation and appoint the following person to a 12-week Civil Service Probationary Appointment:

1. Accept the letter of resignation from Andrea Christensen, Teacher Aide/Student Aide, effective February 12, 2015, and appoint her as follows:

Andrea Christensen, Job Placement Aide, effective February 12, 2015 at an annualized salary of \$14,026 (no change in salary)

All Board Members present voted yes—motion carried.

RESCIND MOTION
PROVISIONAL
APPOINTMENT
LAMOY

Mrs. Reaser moved, seconded by Mr. Murdock, that the Board rescind the motion that was approved at the January 14, 2015, Board of Education Meeting whereby the Board appointed Joseph Lamoy to a Probationary Appointment as a Micro Computer Specialist, and appoint Joseph Lamoy to a Provisional Appointment as follows:

Joseph Lamoy, Micro Computer Specialist, effective February 2, 2015 at an annualized salary of \$34,000 (prorated) (actual earned salary for 2014-15 is \$13,940.00)

All Board Members present voted yes—motion carried.

PART-TIME
APPOINTMENT
DAY

Mr. Murdock moved, seconded by Mrs. Reaser, that the Board approve the following Part-Time appointment:

Kelly Day, Allied Health Teacher 20%, effective February 12, 2015 at an annualized salary of \$33,167 (prorated) (Actual Earned Salary for 2014-15 is \$2,885.53)

All Board Members present voted yes—motion carried.

ADULT
EDUCATION
INSTRUCTORS
DAY, BOUYEA

Mrs. Gonyo-Horne moved, seconded by Mrs. Reaser that the Board approve the following Adult Education Instructors effective February 12 – June 30, 2015:

<u>Name</u>	<u>Rate</u>
Kelly Day	\$35.00/hour
Shelley Bouyea	\$35.00/hour

All Board Members present voted yes—motion carried.

SUBSTITUTES
WILCOX
CASSAVAUGH

Mrs. Reaser moved, seconded by Mr. Murdock, that the Board appoint the following list of substitutes:

Temporary On-Call Teacher Aide/Student Aide
Helen Wilcox
Eric Cassavaugh

All Board Members present voted yes—motion carried.

SECTION 504
COMPLIANCE
OFFICER
APPOINTMENT
BERRY

Mrs. Reaser moved, seconded by Mr. Murdock, that the Board appoint Bonnie Berry as CVES Section 504 Compliance Officer (to replace Roxanne Pombrio) effective January 20 – June 30, 2015, at no additional compensation:

All Board Members present voted yes—motion carried.

MEDICAID
COMPLIANCE
OFFICER
APPOINTMENT
BERRY

Mrs. Reaser moved, seconded by Mr. Murdock, that the Board appoint Bonnie Berry as CVES Medicaid Compliance Officer (to replace Roxanne Pombrio) effective January 20 – June 30, 2015, at no additional compensation.

All Board Members present voted yes—motion carried.

52-WEEK CIVIL
SERVICE
PROBATIONARY
APPOINTMENT
GETAVESKY
GOYETTE
SESSUMS

Mrs. Gonyo-Horne moved, seconded by Mr. Murdock, that the Board appoint the following people to a 52-week Civil Service Probationary Appointment as follows:

1. Michelle Getavesky, Teacher Aide/Student Aide, effective February 12, 2015, at an annualized salary of \$13,816 (prorated) (actual earned salary for 2014-15 is \$6,248.98)
2. Tina Goyette, Teacher Aide/Student Aide, effective February 12, 2015, at an annualized salary of \$13,816 (prorated) (actual earned salary for 2014-15 is \$6,248.98)
3. Trisha Sessums, Teacher Aide/Student Aide, effective February 23, 2015 at an annualized Salary of \$13,816 (prorated) (Actual Earned Salary for 2014-15 is \$5,971.28)

All Board Members present voted yes—motion carried.

RESIGNATION/
PROVISIONAL
APPOINTMENT
REYELL

Mrs. Reaser moved, seconded by Mr. Murdock, that the Board accept the following letter of resignation and appoint the following person:

1. Accept the resignation of Danielle Reyell, Transition Services Provider, effective February 12, 2015, and appoint Danielle Reyell to a Provisional Appointment as follows:

Name: Danielle Reyell, Employment & Training Counselor, effective February 12, 2015 at an annualized salary of \$28,800

All Board Members present voted yes—motion carried.

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INVESTIGATION
APPEAL
LADUKE,
MUELLER

Mrs. Reaser moved, seconded by Mr. Murdock, that the Board approve the following resolutions:

1. The Board having reviewed the written response of Mark Davey to Erin LaDuke's appeal of an investigation conducted by James McCartney on behalf of CVES, and having reviewed Erin LaDuke's appeal to the Board of Mark Davey's response; IT IS HEREBY RESOLVED that the appeal is denied not only on the basis that it was not timely filed, but also for the reasons stated in Mark Davey's decision, Erin LaDuke having acknowledged that there were no procedural deficiencies or flaws in the investigation which James McCartney conducted, this resolution constituting the Board's written response to the appeal.
2. The Board having reviewed the written response of Mark Davey to Susan Mueller's appeal of an investigation conducted by James McCartney on behalf of CVES, and having reviewed Susan Mueller's appeal to the Board of Mark Davey's response; IT IS HEREBY RESOLVED that the appeal is denied not only on the basis that it was not timely filed, but also for the reasons stated in Mark Davey's decision, Susan Mueller having acknowledged that there were no procedural deficiencies or flaws in the investigation which James McCartney conducted, this resolution constituting the Board's written response to the appeal.

All Board Members present voted yes -- motion carried.

INVOLUNTARY
TRANSFER
JOHNSTON

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne that the Board approve an involuntary transfer for Candice Johnston from the tenure area of Instructional Support Services in Special Education to School Psychologist, effective September 1, 2014.

All Board Members present voted yes -- motion carried.

REVISED 2015-16
CVES SCHOOL
CALENDAR

Mrs. Gonyo-Horne moved, seconded by Mrs. Boise, that the Board approve the revised 2015-16 CVES School Calendar

All Board Member present voted yes -- motion carried.

REVISED POLICY
WAIVE 1ST
READING AND
ADOPT

Mrs. Reaser moved, seconded by Mr. Murdock, that the Board waive first reading and adopt the following revised policy:

#6225 Grants

All Board Members present voted yes-motion carried.

REVISED
POLICIES
1ST READING

The following revised policies were provided for a first reading:

#5600 Personal Property Accountability

#6240 Investments

#6401 Online Banking Service

#6415 Receipts of Money in School Buildings

#6670 Petty Cash/Petty Cash Accounts

#6700 Policy and Procedures Governing Procurements of Goods and Services

Enacted in Accordance with

General Municipal Law §104-b

#6800 Payroll Procedures

REVISED POLICIES
1ST READING
CONT'D.

- #8127 Medicaid Compliance
- #8129 Concussion Awareness and Management Policy
- #8150 The Pest Management Policy of CVES
- #9130 Overtime

NEW POLICIES
1ST READING

The following new policies were provided for a first reading:

- Notification of Breach of Security
- Distribution of IEPs
- Disabled Students Participating in BOCES Programs
- Dignity for All Students Act (Cyberbullying)
- Parents Bill of Rights Relating to Student Data

REPEAL POLICIES
1ST READING

The following policies were provided for a first reading to be repealed:

- #6000 Fiscal Management Goals
- #6110 Budget Planning
- #6111 Budget Deadlines and Schedules
- #6112 Determination of Budget Priorities
- #6133 BOCES Budget Adoption
- #6140 Budget Implementation
- #6150 Budget Transfers
- #6200 Revenue
- #6228 Change Funds
- #6229 Reserve Funds
- #6231 Chapter1/PSEN Programs and Services
- #6232 Policies Relating to Services to Component Districts
- #6240-R Investment Regulation
- #6400 Depositories of Funds
- #6500 Bonded Employees and Officers
- #6600 Fiscal Accounting and Reporting
- #6605 Voided Check Policy
- #6610 Accounting of Fixed Assets
- #6660 Duties of the Independent Auditor
- #6670-R Petty Cash Accounts Regulation
- #6731 State Contracts
- #6740 Purchasing Procedures
- #6810 Substitute Teacher Pay
- #6840 Policy Relating to Billing
- #7000 Facilities Development Goals
- #7100 Facilities Planning
- #7310 Educational Specifications
- #7320 Architect or Engineering Services
- #7360 Construction Contracts, Bidding and Awards
- #7500 Naming Facilities
- #7810 Closing of Facilities
- #8121 First Aid
- #8122 Accident Reports

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REPEAL POLICIES
1ST READING
CONT'D.

#8123 Hygiene Precautions and Procedures
#8123-R Hygiene Precautions and Procedures Regulation
#8124 Health Office Policy
#8126 Pertussis
#8130 Emergency Plans
#8131 Attachment M Emergency Warning Escort System for The Hearing Impaired and Handicapped
#8132 Fire Drills
#8134 Emergency Closings
#8145 Students with Life-Threatening Health Conditions
#9020 Attachment H Special Education Teacher Aides Job Description
#9030.2 Duplication of Microcomputer Software
#9040 Health Insurance
#9080 Attachment R Position Description for Teaching Assistants
#9090 Smoking/tobacco Use Policy
#9100 Professional Staff Recruiting and Hiring
#9110 Employee Assistance Program
#9120 Tax Shelter Annuity Policy
#9120.1 Participation in NYS Employees Retirement System
#9140 Vehicle Usage
#9150 Evaluation of Teachers Assigned to Various Schools
#9195 Immigration Reform and Control Act of 1986

STRATEGIC PLAN
UPDATE

Dr. Davey provided the Board an update on the Strategic Plan's progress. Since last month, the Administrative Services Plan had been drafted, the Ad Hoc Communications Committee is beginning to meet, work on a new CVES website is underway, and a DPT meeting is planned for early March. It is expected that next month, the updated Mission and Vision will be prepared for first readings with the Board, and archived Board minutes will be available on the website to support our improved communication priority. Teri Calabrese-Gray, Rachel Risetto, Michele Friedman, Christine Myers and Bonnie Berry also provided the Board with updates of their divisional team meetings and progress underway.

NEXT BOARD
MEETING

The next Board of Education Meeting will be held on Wednesday, March 11, 2015, at the Yandon-Dillon Center in Mineville, beginning at 7:30 p.m.

SUPERINTENDENT'S
UPDATE

Dr. Davey updated the Board on several topics including first, steps CVES is taking to review our safety plans following the recent bomb threats in several local school districts. Second, he reviewed a CSO Shared Services Survey recently shared with the CSOs to gauge their interest in exploring areas of shared services. Third, Dr. Davey provided an update on CVES' role in supporting the P-Tech initiative with several local school districts. Dr. Davey also outlined the anticipated School Business Official search timeline. Also shared by Dr. Davey was the date for the upcoming BOCES Lobby Day scheduled for Wednesday, February 25, 2015.

OTHER

Mr. Barcomb thanked Mrs. Friedman for the CVES tour provided to the Chazy Central Rural School District Board of Education. He indicated that the Chazy Board was very impressed with the work of CVES. Mrs. Friedman stated that it was an enjoyable experience to have them on site.

Mrs. Gonyo-Horne shared that Woodman of the World continues to provide flags free of charge to those districts that are interested in receiving them.

ADJOURNMENT

Mr. Murdock moved, seconded by Mrs. Reaser, to adjourn the meeting at 10:03 p.m. All Board Members present voted yes—motion carried.


Louise Jackstadt, Deputy Board Clerk