

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

DATE: November 9, 2016
KIND OF MEETING: Regular Board Meeting
PLACE: Yandon-Dillon Center, Mineville, NY

Board Members Present:

Evan Glading
 Dr. Jan Guffey
 Richard Harriman, Sr.
 Donna LaRocque
 Richard Malaney
 Thomas McCabe
 Paul Mudie
 Bruce Murdock
 Michael St. Pierre
 Lori Saunders

Board Members Absent:

Larry Barcomb
 Leisa Boise
 Linda Gonyo-Horne
 Ed Marin

District Superintendent

Dr. Mark C. Davey

Board Clerk:

Meaghan Rabideau

Others Present:

Michele Friedman
 Teresa Calabrese-Gray
 Reginald McDonald
 James McCartney
 Dr. Grace Stay
 Scott Hoot
 Christine Myers
 Garrett Hamlin
 Rich Michel
 Mark Henry

**MEETING
TO ORDER**

Vice President St. Pierre called the meeting to order at 6:38 p.m.

**EXECUTIVE
SESSION**

Mr. Murdock moved, seconded by Mrs. Saunders, that the Board go into Executive Session at 6:40 p.m. for the following reasons: #5 a matter of collective negotiations pursuant to Article 4 of Civil Service Law (The Taylor Law); and #6 Pertaining to matters leading to the employment history of a particular person or persons, or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension dismissal, or removal of a particular person or persons, or corporation. Legal advice was provided by Meghan Zedick, Esq. of the law firm Stafford, Owens, Piller, Murnane, Kelleher & Trombley, PLLC of Plattsburgh, on various topics including answering questions on creating a revised superintendent evaluation process, and the recommended selection/appointment process of an individual to a vacant BOCES Board seat. Three individuals submitted letters of intent in the Board vacancy, and two of the individuals were interviewed. Next, updates were given regarding the implementation of several contracts and an update was shared on the conclusion of a recent grievance with the CVES United Professionals' Association. Several personnel appointments and pending recommendations were also discussed. All Board Members present voted yes—motion carried. Mr. Murdock moved, seconded by Mr. Malaney, to come out of Executive Session at 8:16 p.m. All Board Members present voted yes—motion carried.

**OPINIONS &
CONCERNS FROM
THE AUDIENCE**

Mrs. Michele Friedman shared with the Board that CV-TEC is in the process of completing and filing their annual COE paperwork, which the deadline this year is December 2, 2016. She also mentioned her recent trip to San Antonio, TX where she and Mr. Jim McCartney attended the Annual COE meeting. Mr. McCartney was very proud to announce to the Board that one of his teachers, with his encouragement, went

**OPINIONS &
CONCERNS FROM
THE AUDIENCE
CONTINUED**

through the Master Teacher Process. Jenn Gero, a New Visions Teacher, was selected for the Master Teacher fellowship and is now able to provide Professional Development to CVES faculty. She is the first CTE teacher to become a Master Teacher in New York State! Mrs. Lori Saunders, a member of the CVES Board, shared with the Board that she will be participating in the 7th Annual Polar Plunge on November 13th with the CVES Bulldogs. She invited all present to join in the fun to help raise money for the athletes of Special Olympics New York and that donations were still welcome.

**ESSA FORUM
UPDATE**

Dr. Davey and Mrs. Teri Calabrese-Gray shared a brief ESSA PowerPoint presentation which highlighted the high concept ideas of the ESSA forum that was held at ISC on October 25th. Commissioner Elia had requested that all BOCES District Superintendents hold an ESSA forum and gather feedback on NYS's ESSA proposal and submit it to NYSED to assist in the State's proposal. Dr. Davey and Mrs. Calabrese-Gray were co-facilitators and CVES administrators were table facilitators leading conversations and documenting feedback. Pictures of the forum were shared with the Board and Dr. Davey informed all present that the forum slated for December 5th has been canceled. Initial draft follow-up plans indicated that NYSED Commissioner Elia may hold 7-8 follow-up forums across the State. Once additional information is received it will be shared.

**BUDGET
COMMITTEE
UPDATE**

Mr. Scott Hoot gave a short update on the most recent meeting of the Board Budget Committee that was held on November 2nd. He discussed issues that will affect the budget for next year such as the tax cap, 2017 budget projections from Albany, Divisional Programs, and a snap shot of current enrollments. Mr. Hoot and Dr. Davey highlighted the Budget Committee's support for consideration of the CVES facilities needs and the discussion of a potential future Capital Project for the BOCES. Similar information was also recently shared and discussed with CVES' Chief School Officers (CSOs). The next Budget Committee meeting will be on December 6th to review Reconciliations and set parameters for 2017-18 Budgets.

**BOILER PROJECT
& FACILITIES
UPDATE**

Tetra Tech's Garrett Hamlin and Rich Michel attended the Board meeting and gave an update on the successful Boiler Project done at the Mineville Campus. They gave a cost summary and also went through various components of the project which included a new doorway, new lighting, new piping, new boilers and insulation. Photos of the boiler system before and after the project were also shared. Mr. Hamlin stated that the project is now substantially complete and final completion will be reached within the next few weeks. The Board and meeting attendees then were given the opportunity to participate in a tour of the new Boilers.

**PREVIOUS
MINUTES**

Mr. Murdock moved, seconded by Dr. Guffy, that the Board approve the minutes of the October 12, 2016 Board Meeting as presented. All Board Members present voted yes—motion carried.

**CERTIFICATION
OF WARRANT**

Mr. Murdock moved, seconded by Mrs. Saunders, that the Certification of Warrant for October 3 – October 31, 2016, be accepted as presented. All Board Members present voted yes—motion carried.

TREASURER'S
REPORT

Mr. Murdock moved, seconded by Mrs. Saunders, that the Treasurer's Report for September 30, 2016, be accepted as presented. All Board Members present voted yes—motion carried.

DONATIONS

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the following donations:

1. For Our Student Stipend Fund:

United Way (August 2016)	188.58
Pepsi (September 2016)	109.32
United Way (September 2016)	188.58
TOTAL	- \$486.48

2. Donation of items for ADL Skills/Talking Calculator and one cane for mobility, from NCAVI, Amy Kressler, with an estimated value of \$500. This donation will benefit the students in the visually impaired program in Plattsburgh at WAF and in Mineville at YDEC.

3. Donation of (24) Winter jackets and (15) Spring jackets, from Champlain Centre-Security Office, with an estimated value of \$1,000. This donation will be used by the Security and Law students at the CV-TEC Mineville Campus when performing building & grounds patrols.

4. Donation of a 5.9 Cummins Engine, from Lyman Salvage, with an estimated value of \$1,500. This donation will benefit the Heavy Equipment Program at CV-TEC Satellite Campus.

5. Donation of a 1982 Honda 750 Motorcycle, from Maple Grove Auto Repair, with an estimated value of \$300. This donation will benefit the Job Target Small Engines Program at CV-TEC Main Campus.

6. Donation of a tankless water heater and electrical supplies, from Dr. Barry Mack, with an estimated value of \$1,100. This donation will benefit the Construction Trades Program at CV-TEC Main Campus.

All Board Members present voted yes—motion carried.

BUDGET
INCREASES

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the following budget increases:

1. Increase the Library Media Services budget (A508-6316) from \$167,626 to \$172,626 due to the increase of database purchases from school districts for the 2016-2017 school year. Districts include: AuSable, Chazy, Crown Point, Elizabethtown-Lewis, Keene, Moriah, NCCS, NAC, Peru, Plattsburgh, Saranac, Ticonderoga, Westport & Willsboro.

**BUDGET
INCREASES
CONTINUED**

2. Increase the Arts in Education budget (A404-5842) from \$47,154 to \$51,154 due to increased participation from school districts for the 2016-2017 school year. Districts include: Crown Point, Elizabethtown-Lewis, Keene, Moriah, NAC, Peru, Westport & Willsboro.

3. Increase the WIA Title II and Welfare Education Program Literacy Zone Census 58585 special aid fund project from \$97,334 to \$97,524, for the period of July 1, 2016 through June 30, 2017, due to an additional award of \$190. (CV-TEC)

All Board Members present voted yes—motion carried.

**CONTRACTOR/
CONSULTANT
AGREEMENTS**

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the following Contractor/Consultant Agreements:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and Partners for Learning, Inc. for the purpose of obtaining professional development and consulting services for the Plattsburgh City School District in an amount not anticipated to exceed \$9,500. The dates for the agreement are November 29 through December 1, 2016. (Special Education/RSE-TASC)

2. Agreement between Clinton-Essex-Warren-Washington BOCES and A.P.L. Associates for the purpose of obtaining Instructional Skills Level I Workshops, Instructional Skills Level II Workshops, and an Instructional Skills Refresher Workshop for BOCES and BOCES component districts in an amount not anticipated to exceed \$34,000. The workshop dates are December 6 & 7, 2016, January 10, 11 & 31, 2017, February 1, 2017 and March 7, 8 & 9, 2017. (ISC)

3. Agreement between Clinton-Essex-Warren-Washington BOCES and Dr. Donna Riter for the purpose of obtaining "Working with Challenging Students" workshops in an amount not to exceed \$7,500. The workshop dates are November 14 & 15, 2016 and March 17, 2017. (Special Education)

All Board Members present voted yes—motion carried.

**SNOW REMOVAL
& SANDING
SERVICES
RENEWAL
AGREEMENTS**

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the following Snow Removal and Sanding Services Agreement Renewals:

1. Renewal Agreement between Clinton-Essex-Warren-Washington BOCES and Provost Trucking and Blacktopping to provide snow removal and sanding services at the Plattsburgh Campus and at the Plattsburgh Satellite Campus for the period of November 1, 2016 through April 30, 2017 at a current estimated cost of \$60,000 (Administration)

2. Renewal Agreement between Clinton-Essex-Warren-Washington BOCES and Tony Fernandez, LLC to provide snow removal and sanding services at the Mineville Campus for the period of November 1, 2016 through April 30, 2017 at a current estimated cost of \$8,200 (Administration)

All Board Members present voted yes—motion carried.

RETIREMENT
CONTRIBUTION
RESERVE
BALANCE FOR
2016-17

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

1. Based on estimated 2016-17 contribution rates for the NYS and Local Employees Retirement System (ERS), the Retirement Contribution Reserve (RCR) shall not be utilized for the payment/accrual of current year ERS obligations. The RCR shall be maintained at an amount not to exceed \$1,500,000 plus annual interest, as of June 30, 2017.

2. Authorize contributions to the Retirement Contribution Reserve in 2016-2017 in an amount not to exceed the difference between the current ERS contribution rate appropriated of 18% and the actual 2016-2017 ERS obligations payable for 2016-2017. This amount is estimated at approximately \$165,012, but is subject to change depending on actual salaries paid and final ERS contributions due.
All Board Members present voted yes—motion carried.

RESIGNATION
PROVOST,
CHAUVIN

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

1. Charissa Provost, Teacher Aide/Student Aide, effective September 1, 2016.
2. Dorothy Chauvin, Teacher Aide/Student Aide, effective October 20, 2016.

All Board Members present voted yes—motion carried.

RESIGNATION
FOR THE
PURPOSE OF
RETIREMENT
MUELLER

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

1. Susan Mueller, Teacher Aide/Student Aide, effective November 30, 2016 (10 years of service). All Board Members present voted yes—motion carried.

FOUR-YEAR
PROBATIONARY
APPOINTMENTS
MENIA, VISCONTI

Mr. Murdock moved, seconded by Mrs. Saunders, that the Board appoint the following people to a Four-Year Probationary Appointment as follows:

1. Name: Todd Menia, MD
Position: New Visions Medical Teacher (Certified) (SAT)
Tenure Area: Emergency Medical Services
Effective Date: September 1, 2016
Tentative Tenure Date: September 1, 2020
Certification Status: Transitional A Certificate
Annualized Salary: \$42,157.00 (2016-17)
Experience: 9/1/2016 – current – CVES – New Visions Medical Teacher – uncertified.
2. Name: Karen Visconti
Position: Special Education Teacher (New) (YD)
Tenure Area: Special Education Teacher
Effective Date: November 10, 2016
Tentative Tenure Date: November 10, 2020
Certification Status: Special Education, Permanent Certificate; Reading

**FOUR-YEAR
PROBATIONARY
APPOINTMENTS
MENIA, VISCONTI
CONTINUED**

Teacher, Permanent Certificate; Nursery, Kindergarten & Grades 1-6,
Permanent Certificate

Annualized Salary: \$ 42,157.00 (Prorated)

Actual Earned Salary: \$32,250.10 (2016-2017)

Experience: (2015-2016) Franklin Central School District – Special Education Teacher: assessed children, created IEP's, provided parental support; (2014-2015) Champlain Learning Center – UPK Preschool Teacher; (2008-2014) NCCS, Beekmantown, Chazy – Substitute Teacher/Tutor; (1999-2006) Nativity's Little People's Academy – Director/Head Teacher: established Nursery/Pre-K program, supervised staff, budget, payroll, curriculum; (1993-1999) AHRC – Special Education Teacher; (1/1993-5/1993) BOCES J. Lewis Ames School – Special Education Teacher

Others interviewed: 0

(The expiration date for the above appointments is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time) All Board Members present voted yes—motion carried.

**CIVIL SERVICE
PROBATIONARY
APPOINTMENTS
RABIDEAU,
DROGOWSKA
PLAZA**

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

1. Name: Lisa L. Rabideau
Position: Teacher Aide/Student Aide (Replacement) (WAF)
Effective Date: November 10, 2016
Tentative Permanent Date: November 10, 2017
Annualized Salary: \$15,176.00 (prorated)
Actual Earned Salary: \$11,743.19 (2016-17)
Experience: (2/2007 – present) G&L Construction: part owner, secretarial duties; (10/2009-4/2012) Oak Street Elementary School: assisted teacher with students, monitored children on playground and cafeteria; (10/2005-10/2009) YMCA: watched and engaged with children while parents used the gym.
Other Applicants Interviewed: 1
2. Name: Dobrochna M. Drogowska Plaza
Position: Teacher Aide/Student Aide (New) (WAF)
Effective Date: November 10, 2016
Tentative Permanent Date: November 10, 2017
Annualized Salary: \$15,176.00 (prorated)
Actual Earned Salary: \$11,743.19 (2016-17)
Experience: (1999-2001) Minacom International: QA, QC in software and hardware areas, software developer.
Other Applicants Interviewed: 2

All Board Members present voted yes—motion carried.

**TEMPORARY
APPOINTMENT
GEBHART**

Mr. Murdock moved, seconded by Mrs. Saunders, that the Board approve the following temporary appointment as follows:

1. Name: Amanda Gebhart
Position: Special Education Teacher (Replacement) (Uncertified) (YD)
Effective Date: November 1, 2016 through June 30, 2017
Tentative Permanent Date: November 10, 2017
Annualized Salary: \$42,157.00 (prorated)
Actual Earned Salary: \$33,725.60 (2016-17)
Experience: (9/2016 – present) Has been working as a substitute teacher and long term substitute for CVES. Note: Certified Elementary Education Teacher, Childhood Education (Grades 1-6).
Other Applicants Interviewed: 0

All Board Members present voted yes—motion carried.

SUBSTITUTES

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

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Location</u>
Lisa L. Rabideau	Teacher Aide/Student Aide	\$63/Day	WAF
Susan Mueller	TOC Teacher Aide/Student Aide	\$63/Day	YD
Dianne Olson	Teaching Assistant (Uncertified)	\$70/Day	CV-TEC
Susan Mueller	Teaching Assistant (Uncertified)	\$70/Day	YD
Kenneth Simmons	TOC Custodial Worker	\$80/Day	All
Doreen Barcomb	Teacher (Uncertified)	\$90/Day	CV-TEC
Dianne Olson	Teacher (Certified)	\$90/Day	CV-TEC
Karen Visconti	Teacher (Certified)	\$90/Day	YD
Susan Mueller	Teacher (Uncertified)	\$90/Day	YD

All Board Members present voted yes—motion carried.

FACILITATOR

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the following list of Facilitators for the period of November 10, 2016 through June 30, 2017:

Facilitator (\$30/hour)

Elizabeth Baker

All Board Members present voted yes—motion carried.

**2016-17
TEMPORARY ON-
CALL/
SUBSTITUTE
ANNUAL
RENEWAL LIST**

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the following 2016-17 Temporary On Call/Substitute Annual Renewal List:

Shirley Lamar Substitute Teaching Assistant

All Board Members present voted yes—motion carried.

Page 8
Board Minutes
November 9, 2016

2016-2017
ADDITIONAL
WORK

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the following Additional Work for the 2016-2017 school year:

<u>Name</u>	<u>Reason</u>	<u>Rate</u>
Grace Fox	PBIS Co-Coordinator (Mineville)	\$150.00/Stipend
Sheilah Boyea	Yearbook Advisor (WAF)	\$585.00/Stipend
Wendy Davis	PBIS Coordinator (Plattsburgh)	\$300.00/Stipend
Melissa Gough	Yearbook Advisor (Mineville)	\$310.00/Stipend
Nicole Santaniello	CV-TEC NTHS Advisor (Mineville)	\$210.00/Stipend
Sherry Snow	Culinary Arts Management	

Not -to-Exceed 30 hours at an hourly rate of \$51.72; Not -to-Exceed \$1,551.60

Bevan Gertsch-Cochran Culinary Arts Management

Not -to-Exceed 30 hours at an hourly rate of \$35.53; Not -to-Exceed \$1,065.90

All Board Members present voted yes—motion carried.

CVES
PROFESSIONAL
DEVELOPMENT
PLAN

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the revised CVES Professional Development Plan. All Board Members present voted yes—motion carried.

STUDENT
TRANSPORTATION
COOPERATIVE
AGREEMENT
RESOLUTION

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the Student Transportation Cooperative Agreement Resolution which has been reviewed by the CVES attorney and insurance agent. All Board Members present voted yes—motion carried.

FIRST
AMENDMENT TO
THE EMPLOYMENT
AGREEMENT
BETWEEN CEWW
BOCES & A. PAUL
SCOTT

Mrs. LaRocque moved, seconded by Mr. Mudie, that the Board approve the following resolution:

BE IT RESOLVED, that the Board hereby approve the First Amendment to the Employment Agreement dated November 9, 2016 and between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (BOCES) and A. Paul Scott, effective July 1, 2016 through June 30, 2017. All Board Members present voted yes—motion carried.

APPOINTMENT OF
NEW BOARD
MEMBER

Mrs. LaRocque moved, seconded by Mr. Murdock, that the Board approve the following resolution with the additional statement “Mr. Mark R. Henry signed and filed the Oath of Office with the Board Clerk” which was included at the December 14, 2016 Board Meeting:

BE IT RESOLVED, that Mark R. Henry is hereby appointed to the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services to fill the vacancy in the Board created by the resignation of Craig Jackson, Willsboro CSD, to serve for the remainder of the fiscal school year 2016-17 until the next annual election at which time the seat will be filled by election. All Board Members present voted yes-motion carried.

STRATEGIC PLAN
UPDATE

As part of the Strategic Plan for the CVES Board, Dr. Davey provided a brief update and noted that the district-wide and divisional implementation is continuing. He also shared a sample DS Evaluation booklet in follow-up to the Board Retreat discussion regarding updating the DS Evaluation process to provide a more streamlined document.

SUPERINTENDENT'S
UPDATE

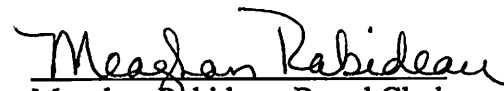
Dr. Davey reminded the Board of the upcoming Superintendent's Day on November 18th and shared the schedules of both the CV-TEC and Special Education Divisions. Other upcoming events include: 1) CSO (Chief School Officers) Meeting on November 10th, JMT (Joint Management Team) Meeting and then CEWW School Boards Meeting, both on November 17, 2016, and the next CVES Board Budget Committee Meeting on December 6th. Second, Dr. Davey and Reginald McDonald have been continuing their Component Board visits and will be attending the Plattsburgh City School District meeting on November 10th and also attending the Ticonderoga Central School District meeting on November 15th. Third, Dr. Davey and Mr. Harriman shared feedback from their attendance at the 97th Annual NYSSBA Convention and Educational Expo which was on October 27th – 29th. Mr. Marin was CVES' voting delegate, and Mr. Harriman was the alternate CVES voting board member. Mr. Harriman also attended the annual meeting and shared comments on several of the topics voted on during the meeting. He stated that there is a large focus on keeping the music and arts in the Districts and that it might be a potential future lobby effort item.

NEXT BOARD
MEETING

The next Board Meeting will be held on Wednesday, December 14, 2016, in the Special Education Gym at the Plattsburgh Main Campus - Proposed Executive Session will begin at 7:30 p.m., with the monthly meeting to follow.

ADJOURNMENT

Mr. Murdock moved, seconded by Mrs. LaRocque, to adjourn the meeting at 9:45 p.m. All Board Members present voted yes—motion carried.


Meaghan Rabideau, Board Clerk