

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

**DATE:** February 8, 2017

**KIND OF MEETING:** Regular Board Meeting

**PLACE:** Instructional Services Center, Plattsburgh, NY

Board Members Present:

Larry Barcomb  
 Leisa Boise  
 Linda Gonyo-Horne  
 Richard Harriman, Sr.  
 Mark R. Henry  
 Ed Marin  
 Thomas McCabe  
 Bruce Murdock  
 Michael St. Pierre  
 Lori Saunders

Board Members Absent:

Evan Glading  
 Dr. Jan Guffey  
 Donna LaRocque  
 Richard Malaney  
 Paul Mudie

District Superintendent

Dr. Mark C. Davey

Board Clerk:

Meaghan Rabideau

Others Present:

Michele Friedman  
 Teresa Calabrese-Gray  
 Reginald McDonald  
 James McCartney  
 Scott Hoot  
 Christine Myers  
 Michael Horne  
 Logan Savage  
 Hannah Wright  
 Meagan Upton  
 Ophelia Pope  
 McCalie Narducci  
 Megan Imhoff

Kylie McFadden  
 Bryce Burl  
 Evan Rivers  
 Ben Smallarz  
 Ethan Winterbottom  
 Katelynn Gilpin  
 Joey Ashline Beaudet  
 Trinity Rider  
 Danny Jiguere  
 Elizabeth Garrow  
 Brian Goldsmith  
 No Jamal  
 Michele Armani  
 Christopher Mazzella

MEETING TO ORDER

President Barcomb called the meeting to order at 6:35 p.m.

EXECUTIVE SESSION

Mrs. Gonyo-Horne moved, seconded by Mr. Murdock, that the Board go into Executive Session at 6:36 p.m. for the following reasons: #4 a matter of discussion regarding proposed, pending or current litigation; 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. Ms. Jacqueline Kelleher, Esq., provided legal advice on a draft lease amendment under development with input from the District Superintendent, Dr. Mark Davey, and Assistant Superintendent of Management Services, Scott Hoot. In addition, an update was provided on recommended updates to a legal agreement for the 2017-18 school year. Lastly, the District Superintendent reviewed several personnel recommendations. All Board Members present voted yes—motion carried. Mr. Marin moved, seconded by Mrs. Boise, to come out of Executive Session at 7:10 p.m. All Board Members present voted yes—motion carried.

**OPINIONS &  
CONCERNS FROM  
THE AUDIENCE**

Teri Calabrese-Gray, Assistant Superintendent for Instruction and 21<sup>st</sup> Learning, reminded the Board that the annual Regional Spelling Bee will be held on March 3<sup>rd</sup> at Beekmantown Central School, and the ISAB (I Stand Against Bullying) Awards will be held on March 9<sup>th</sup> at the E. Glenn Giltz Auditorium at SUNY Plattsburgh. Michele Friedman, Director of CV-TEC, shared that February is National CTE (Career and Technical Education) month and that CV-TEC has many events planned for the celebration. One specific event was highlighted by Mrs. Friedman as she noted CV-TEC's upcoming Partnership Day being held on February 16<sup>th</sup>. Area partners in business, industry, media, education and more have been invited to the CV-TEC campus for a tour and to participate in discussions regarding the CTE opportunities available to our students and community members through CV-TEC. Mrs. Friedman asked the Board to please join them.

**ADIRONDACK  
P-TECH  
PRESENTATION**

Michele Armani, Adirondack P-TECH Coordinator and Christopher Mazzella, Peru MS/HS Principal, as well as numerous students from the Adirondack P-TECH Program attended to share a presentation with the CVES Board. Prior to the presentation, P-TECH students shared learning activities they have participated in through the program's Project-Based Learning (PBL) approach, and displayed numerous projects including artwork, woodwork, glazed pottery and a computer built by the students with a virtual reality program that the Board tried out! Ms. Armani provided an overview of the program's mission, design, budget and programmatic connection to the business community and Clinton Community College. P-TECH is a six-year program, which upon completion, will result in a high school diploma and an Associates Degree from Clinton Community College simultaneously. The program is funded through a 7-year P-TECH grant from NY State, where each district pays an agreed upon tuition which utilizes a BOCES Co-Ser. The following year, each district receives their Co-Ser State Aid in reimbursement from the State, and through the grant, remaining district's costs are reimbursed. Each district participates in a P-TECH Leadership Council along with business partners and is responsible for the transportation of their students to the P-TECH program. P-TECH is currently housed at Peru Junior-Senior High School, and in addition to Peru CSD, who is the program's financial lead agency, Beekmantown CSD, Saranac CSD and Plattsburgh CSD have students enrolled in the program. CVES is also a partner in the Adirondack P-TECH Program and is the program lead agency. At the conclusion of the presentation, several Board members asked programmatic and financial questions.

Leisa Boise left the meeting at 8:30 p.m.

**BOARD BUDGET  
PRESENTATION**

Dr. Davey and Scott Hoot, Assistant Superintendent for Management Services, presented the CVES 2017-18 Draft Budget PowerPoint presentation. They first reviewed an overview of the school finance economic climate, and then shared many factors affecting the budget's development. Mr. Hoot then presented the 2017-18 draft proposed costs summary for each division. A copy of the 2017-18 Educational Program and Fiscal Plan was also shared with the Board. Mr. Murdock moved, seconded by Mrs. Saunders that the Board grant approval to have the 2017-18 CVES Educational Program and Fiscal Plan printed to share with Component School Districts. All Board Members present voted yes – motion carried.

**STRATEGIC PLAN UPDATE**

Dr. Davey introduced CVES' Mid-Year Strategic Plan Update Presentation and provided a brief overview of the year's major priorities, several major highlights and outlined the continued progress and work underway. Teri Calabrese-Gray, Michele Friedman, Reggie McDonald and Scott Hoot each shared brief divisional updates and highlights from the DPT (District Planning Team) meeting held recently. Dr. Davey concluded the presentation with a review of the year's remaining Strategic Plan timeline and remaining activities including the 4<sup>th</sup> Annual CVES Strategic Plan Survey administered in April and end-of-year wrap up plans.

**PREVIOUS MINUTES**

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne that the Board approve the minutes of the January 11, 2017 Board Meeting. All Board Members present voted yes—motion carried.

**CERTIFICATION OF WARRANT**

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne, that the Certification of Warrant for January 3, 2017 – January 30, 2017, be accepted as presented. All Board Members present voted yes—motion carried.

**TREASURER'S REPORT**

Mr. Murdock moved, seconded by Mr. Harriman, that the Treasurer's Report for December 31, 2016, 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:

United Way (November 2016)	188.58
Pepsi (November 2016)	151.87
United Way (December 2016)	188.58
United Way (January 2017)	188.60
Pepsi (January 2017)	<u>97.57</u>

TOTAL - \$815.20

All Board Members present voted yes—motion carried.

**BUDGET INCREASES**

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

1. School Food Management: Central budget from \$81,312 to \$84,479, for the 2016-2017 school year, to accommodate for unanticipated increased costs. (Co-Ser 642 – Management Services)
2. School Improvement budget from \$869,368 to \$919,368 due to increased participation for the 2016-2017 school year from the following districts: AuSable Valley, Beekmantown, Chazy, Crown Point, Elizabethtown-Lewis, Keene, Moriah, Northeastern-Clinton, Northern Adirondack, Peru, Plattsburgh, Putnam, Saranac, Schroon Lake, Ticonderoga, Westport and Willsboro. (Co-Ser 506 - ISC)

**BUDGET  
 INCREASES  
CONTINUED**

3. Library Automation budget from \$76,005 to \$80,456 due to increased participation for the 2016-2017 school year from the following districts: AuSable Valley, Crown Point, Elizabethtown-Lewis, Keene, Moriah, Northeastern-Clinton, Northern Adirondack, Peru, Plattsburgh, Putnam, Schroon Lake, Ticonderoga, Westport and Willsboro. (Co-Ser 555 – ISC)
4. FM Communications budget from \$58,104 to \$62,198 due to increased participation for the 2016-2017 school year from the following districts: AuSable Valley, Beekmantown, Chazy, Crown Point, Elizabethtown-Lewis, Keene, Northeastern-Clinton, Northern Adirondack, Peru, Plattsburgh, Saranac, Schroon Lake, Ticonderoga, Westport and Willsboro. (Co-Ser 640 – ISC)

All Board Members present voted yes—motion carried.

**CROSS  
 CONTRACT  
BUDGETS**

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

1. Middle School Regional Summer School – Franklin-Essex-Hamilton BOCES budget in the amount of \$2,060 for the 2016-2017 school year, to accommodate a cross contract with FEH BOCES. (Northern Adirondack, Northeastern-Clinton, and Plattsburgh City School). (Co-Ser 428 – ISC)
2. School Improvement – Monroe 2-Orleans BOCES budget in the amount of \$6,000 for the 2016-2017 school year, to accommodate a cross contract with Monroe 2-Orleans BOCES and Plattsburgh City School. (Co-Ser 511 – ISC)
3. School Improvement – Washington-Saratoga-Warren-Hamilton-Essex BOCES budget in the amount of \$3,000 for the 2016-2017 school year to accommodate for a cross contract with WSWHE BOCES (Schroon Lake and Ticonderoga). (Co-Ser 520 – ISC)

All Board Members present voted yes—motion carried.

**CONTRACTOR/  
 CONSULTANT  
AGREEMENT**

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne, that the Board approve the following Contractor/Consultant Agreement:

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 the amount of \$9,500. The dates for the agreement are March 20 through March 22, 2017. (Special Ed)

All Board Members present voted yes—motion carried.

AGREEMENTS

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

1. Memorandum of Understanding and Service Agreement between Clinton-Essex-Warren-Washington BOCES (CV-TEC) and Cornell Cooperative Extension, Clinton County (CCE-Clinton) under which CV-TEC will provide CCE-Clinton with a modified, 30-hour driver training program for agricultural constituents seeking to obtain a Class-A CDL License for the amount of \$2,162.50 per course. The agreement will commence upon signature by the parties and will remain in effect unless canceled in writing by either party. (CV TEC)

2. Agreement between Clinton-Essex-Warren-Washington BOCES and rSchoolToday for the purpose of obtaining a cloud-based athletic activity scheduling service for use by BOCES component districts, and other interested districts, for the period of February 1, 2017 through June 30, 2018. The total cost of the services is \$7,622. (ISC)

All Board Members present voted yes—motion carried.

RESIGNATION  
FOR THE  
PURPOSE OF  
RETIREMENT  
ST. JOHN

Mrs. Gonyo-Horne moved, seconded by Mrs. Saunders that the Board accept the following letter of resignation for the purpose of retirement:

1. Angela St. John, Account Clerk/Typist/Support, effective March 30, 2017 (13 years of service).

All Board Members present voted yes—motion carried.

RESIGNATION  
McGINLEY

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

1. Emily McGinley, Lifeguard, effective February 15, 2017.

All Board Members present voted yes—motion carried.

PROBATIONARY  
APPOINTMENTS  
PLUMADORE,  
DeANGELO

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

1. Jaimie Plumadore, Allied Health Teacher, effective January 18, 2017 at an annualized salary of \$42,668.00 (prorated), actual earned salary of \$23,467.40 (2016-2017).

2. Shawna DeAngelo, Allied Health Teacher, effective January 28, 2017 at an annualized salary of \$42,668.00 (prorated), actual earned salary of \$21,760.68 (2016-2017).

**PROBATIONARY  
APPOINTMENTS  
PLUMADORE,  
DeANGELO  
CONTINUED**

(The Expiration date for the above appointments are 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  
MALLETTTE,  
VELIE,  
PLYMPTON**

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

1. Kathy Mallette, Account Clerk/Typist/Support, effective December 2, 2016, at an annualized salary of \$27,300.00 (prorated), actual earned salary of \$19,350.24 (2016-2017).
2. Michele Velie, Teacher Aide/Student Aide effective February 9, 2017, annualized salary of \$15,176.00 (prorated), actual earned salary of \$6,938.47 (2016-2017).
3. Jessica Plympton, Account Clerk/Typist/Support effective March 1, 2017, annualized salary of \$24,325.00 (prorated), actual earned salary of \$8,199.96 (2016-2017).

All Board Members present voted yes—motion carried.

**PERMANENT  
APPOINTMENTS  
PLYMPTON,  
PUMMELL**

Mr. Murdock moved, seconded by Mrs. Saunders, that the Board grant a Permanent Appointment to the following people:

1. Amanda Plympton, Teacher Aide/Student Aide, effective February 22, 2017.
2. Jenifer Pummell, Teacher Aide/Student Aide, effective February 11, 2017.

All Board Members present voted yes—motion carried.

**RECALL  
APPOINTMENT  
GIBBONS-  
CAMPBELL**

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne, that the Board appoint (Recall) the following person from the eligibility list as per NYS Education Law Section 3013(3).

1. Katie Gibbons-Campbell, Speech and Hearing Teacher, effective February 9, 2017, at an annualized salary of \$43,145 (prorated), at an actual earned salary of \$20,278.15 (2016-17). NOTE: Continuation of 3-year probationary appointment with prior service credited. Tentative tenure date effective April 19, 2018.

All Board Members present voted yes—motion carried.

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**ADULT  
EDUCATION  
INSTRUCTOR**

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne, that the Board approve the following adult education instructor for the 2016-2017 school year:

<u>Name</u>	<u>Rate</u>
Shery Bond	\$35.00/Hour (Health & Careers)

All Board Members present voted yes—motion carried.

**SUBSTITUTES**

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

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Location</u>
Michele Velie	TOC Teacher Aide/Student Aide	\$68.00/Daily	WAF
Eva McChesney	TOC Teacher Aide/Student Aide	\$68.00/Daily	WAF
Nhi Nguyen	TOC Teacher Aide/Student Aide	\$68.00/Daily	WAF
Heidi Bigelow	TOC Teacher Aide/Student Aide	\$68.00/Hour	YD
Roger Sorrell	Teacher (Uncertified)	\$90.00/Day	CV-TEC
Angela St. John	TOC Account Clerk/Typist/Support	\$93.20/Day	MS

All Board Members present voted yes—motion carried.

**2016-2017  
ADDITIONAL  
WORK**

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

<u>Name</u>	<u>Reason</u>	<u>Rate</u>
Kristin Lawliss	Yearbook Co-Advisor (Mineville)	\$155.00/Stipend
Angela Defelice	Yearbook Co-Advisor (Mineville)	\$155.00/Stipend

All Board Members present voted yes—motion carried.

**AUTHORIZATION  
OF INDIVIDUALS  
TO COLLECT  
MONEY**

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne, that the Board authorize the following individuals to collect money on behalf of CVES:

CV-TEC – Plattsburgh Main  
Kari Kelsh – Adult Education Tuition and Other Charges  
(Replacement for Kristen Parker, moved to main Campus)

Instructional Services Center  
April Miner – ISC Workshops (Additional Collector)

All Board Members present voted yes—motion carried.

VOLUNTEER

Mr. Murdock moved, seconded by Mrs. Saunders, that the Board approve the following list of Volunteers for the 2016-17 school year:

ISC

Bret Boyer

All Board Members present voted yes—motion carried.

ADOPT REVISED POLICIES

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne, that the Board adopt the following revised policies:

#5010 – Anti-Discrimination Policy

#8125 – Health and Wellness Policy

#9012 – Discrimination/Sexual Harassment of Employees and Students

All Board Members present voted yes—motion carried.

DELETE POLICIES

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

#9012-R - Grievance Procedure for Anti-Harassment and Anti-Discrimination

#9012-R E.1 – Discrimination or Harassment Complaint Form

#9012-R E.2 – Discrimination or Harassment Complain Appeal Form

#9070 – BOCES Policy and Procedures on Sexual Abuse Involving School Personnel

All Board Members present voted yes—motion carried.

REVISED POLICY 1<sup>st</sup> READING

The following Revised Policy was presented for a First Reading:

#8160.3 - Summary of Changes to the Yandon-Dillon Building Level Emergency Response Plan

REQUEST FOR APPROVAL TO ATTEND CONFERENCE/ WORKSHOP

Mr. Murdock moved, seconded by Mrs. Saunders, that the Board approve the request for approval of Attendance to Conference/Workshop for the following Board Members:

1. Linda Gonyo-Horne

Annual Rural Schools Association Board Meeting

April 7, 2017 in Fairport, NY (overnight accommodations needed)

2. Richard Harriman, Sr. & Lorene Saunders

Lobby Day

March 1, 2017 State Capital, Albany, NY (overnight accommodations needed)

All Board Members present voted yes—motion carried.



RESOLUTION

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

WHEREAS The Champlain Valley Educational Services Board President and District Superintendent, upon advice and approval of Counsel, have authority to enter into an Amended Lease Agreement for the Satellite Campus by and between the County of Clinton, and the Board of Cooperative Educational Services, Sole Supervisory District of Clinton, Essex, Warren and Washington Counties.

All Board Members present voted yes—motion carried.

SUPERINTENDENT'S  
UPDATE

Dr. Davey reminded the Board of the upcoming 2017 BOCES Advocacy Day which has been confirmed for Wednesday, March 1, 2017. This day allows CVES to participate in the important statewide BOCES advocacy efforts in Albany with our Board members, CVES United Professionals Association members and Dr. Davey to meet with our area legislators. These meetings support CVES and our Component Districts at a very important time in the legislative budget development process. Two planned Advocacy Day handouts were shared with the Board, a BOCES CTE State-Wide Flyer and the BOCES statewide map aligned to REDC priorities (Regional Economic Development Council). Next, at the request of the SED Commissioner MaryEllen Elia, a second ESSA Forum will be hosted on February 28<sup>th</sup> at 6:00 pm at the Instructional Services Center in Plattsburgh. A second ESSA forum is being requested of all 37 BOCES across the state. The forum is being held to gather additional feedback on New York State's plan to meet our State's requirements of ESSA (Every Student Succeeds Act) under President Trump's administration. Third, Dr. Davey noted the following upcoming Component Board Visits: Beekmantown Central School District on March 28<sup>th</sup> and Chazy Central Rural School on April 4<sup>th</sup>. Lastly, the Board was updated on the planned visit by Regent Beverly Ouderkirk to CVES on April 20<sup>th</sup> and 21<sup>st</sup>. She plans to tour CVES and meet with students, faculty and staff. Dr. Davey noted that the schedule is currently under development and invited the Board members to "save the date" as he hoped to schedule an anticipated coffee hour for Board members to meet with Regent Ouderkirk as well.

NEXT BOARD  
MEETING

The next Board Meeting will be held on Wednesday, March 8, 2017, at the Yandon-Dillon Center in Mineville. A proposed Executive Session will begin at 6:30 p.m., with the monthly meeting to follow.

ADJOURNMENT

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne, to adjourn the meeting at 10:08 p.m. All Board Members present voted yes—motion carried.

  
Meaghan Rabideau, Board Clerk