

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

DATE: May 10, 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
 Donna LaRocque
 Ed Marin
 Thomas McCabe
 Bruce Murdock
 Lori Saunders
 Michael St. Pierre

Board Members Absent:

Evan Glading
 Dr. Jan Guffey
 Richard Malaney
 Paul Mudie

District Superintendent

Dr. Mark C. Davey

Board Clerk:

Meaghan Rabideau

Others Present:

Reginald McDonald
 Michele Friedman
 Christine Myers
 Jane Landry
 Scott Hoot
 Daniel Valenzeula
 James McCartney
 Wanda Emerich
 Anne Farrell
 Greg Palmer
 Teresa Calabrese-Gray
 Michael Horne

**MEETING
 TO ORDER**

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

**BOARD MEMBER
 APPOINTMENT**

Mrs LaRocque moved, seconded by Mr. Murdock, that the Board appoint Mr. Mark R. Henry to the CVES Board of Cooperative Educational Services. Mr. Henry signed and filed the Oath of Office with the District Clerk. All Board Members present voted yes—motion carried.

**EXECUTIVE
 SESSION**

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board go into Executive Session at 6:37 p.m. for the following reasons: #4 a matter of discussion regarding proposed, pending or current litigation; #5 a matter of collective negotiations pursuant to Article 14 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. District Superintendent Mark Davey and the Board met to discuss his annual evaluation. Next, Jacqueline Kelleher, Esq. provided an update on a litigation matter and legal advice on several employee matters. Several Memorandums of Agreements (MOA's) were discussed. Updates were given on several employment contracts and an employee and benefits contract under review. Several personnel actions and pending recommendations were also discussed. All Board Members present voted yes—motion carried.

Mrs. LaRocque moved, seconded by Mr. Murdock, to come out of Executive Session at 8:35 p.m. All Board Members present voted yes—motion carried.

**OPINIONS &
CONCERNS FROM
THE AUDIENCE**

Teri Calabrese-Gray, Michele Friedman, and Reggie McDonald updated the Board on several events including the Special Education Autism Walk that raised over \$1,500.00, the upcoming prom on May 19th, and the Career Connect event that will be held at SUNY Plattsburgh on May 18th. Board Members are invited to all events! Mrs. Friedman also noted that a SkillsUSA press release was submitted and that seven CVES students received medals, three of which will be going on to Kentucky for the National competition to represent NYS. There were three members of the Animal Science Committee that attended the meeting to voice their concerns on the changes being proposed to the Animal Technology Program at CVES. The individuals were from both The Miner Institute and Dimock Farms. The Board thanked each of them for their feedback.

**STRATEGIC PLAN
SURVEY RESULTS**

Jane Landry gave a PowerPoint presentation on the 2017 Strategic Plan Survey Results. This is the 4th year of surveying CVES employees for the purpose of gathering feedback about CVES and helping to guide ongoing improvement efforts. Jane explained the changes made to the survey and questions asked this year. Overall, there were confirmed improvements in many areas and also several areas identified for study and further improvement/professional development. Jane indicated that there were several significant clarifications and some differentiated updates to the survey. This information will be shared with each division and the data will be used to assist in the end-of-year summary, support and inform the 2017-18 strategic plan update, and modify or adjust divisional plans.

**PREVIOUS
MINUTES**

Mrs. LaRocque moved, seconded by Mr. Harriman, that the Board approve the minutes of the April 5, 2017, Annual Board Meeting as presented. All Board Members present voted yes—motion carried.

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the minutes of the April 5, 2017 Regular Board Meeting as presented. All Board Members present voted yes—motion carried.

**CERTIFICATION
OF WARRANT**

Mrs. LaRocque moved, seconded by Mrs. Gonyo-Horne, that the Certification of Warrant for March 27, 2017 – April 28, 2017, be accepted as presented. All Board Members present voted yes—motion carried.

**TREASURER'S
REPORT**

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Treasurer's Report for March 31, 2017, be accepted as presented. All Board Members present voted yes—motion carried.

**BUDGET
INCREASE**

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

1. 1. 8:1:1 Academic/Behavior budget from \$4,191,455 to \$4,464,976, for the 2016-2017 school year, to accommodate increases in student enrollment (Keene, Northern Adirondack, Peru, Plattsburgh, Saranac, Lake Placid, Malone). (Co-Ser 208 – Special Education). 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. Asbestos Training – Capital Region BOCES budget in the amount of \$500 for the 2016-2017 school year, to accommodate a cross contract with Capital Region BOCES and Ticonderoga. (Co-Ser 628 – ISC)
2. Staff Development – Questar III BOCES budget in the amount of \$1,000 for the 2016-2017 school year, to accommodate a cross contract with Questar III BOCES and Saranac. (Co-Ser 519 – ISC)
3. Transportation CTE Shuttles – Washington-Saratoga-Warren-Hamilton-Essex BOCES budget in the amount of \$100 for the 2016-2017 school year to accommodate for a cross contract with WSWHE BOCES and Schroon Lake. (Co-Ser 652 – CV-TEC)

All Board Members present voted yes—motion carried.

**CROSS-
CONTRACT
BUDGET
INCREASES**

Mrs. LaRocque moved, seconded by Mr. Murdock, that the Board approve the following Cross-Contract Budget Increases:

1. Model Schools – Capital Region BOCES budget from \$76,600 to \$92,475, for the 2016-2017 school year, to accommodate for increased and new service requests with FEH BOCES (AuSable Valley, Beekmantown, Chazy, Crown Point, Elizabethtown-Lewis, Keene, Moriah, Peru, and Willsboro). (Co-Ser 544 – ISC)
2. Computer Services Admin. – Capital Region BOCES budget from \$4,212,816 to \$4,550,000, for the 2016-2017 school year, to accommodate for increased service requests with Capital Region BOCES (All component districts). (Co-Ser 604 – ISC)
3. Labor Relations – Capital Region BOCES budget from \$216,053 to \$246,153, for the 2016-2017 school year, to accommodate for new service requests with Capital Region BOCES and Northeastern Clinton. (Co-Ser 632 – Mgm. Services)

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 iSchool Initiative for the purpose of obtaining Digital Learning & Professional Development workshops to take place at the Beekmantown Central School District on May 24, 2017, facilitated through the Instructional Services Center. The total amount for the workshop sessions shall be \$9,000. (ISC)

All Board Members present voted yes—motion carried.

**LEASE
AGREEMENTS**

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

1. Agreement between the North Country Workforce Partnership, Inc. (NCWP) and Clinton-Essex-Warren-Washington BOCES for the rental of 2,220 square feet of office space at One WorkSource, 194 U.S. Oval, Plattsburgh commencing July 1, 2017 and ending June 30, 2020. The annual rent paid by BOCES to NCWP for the three-year term shall be \$34,410 per year. At the end of the three-year term, the parties have the option to renew the lease for mutually agreed upon terms. (CV-TEC)

2. Agreement between the North Country Workforce Partnership, Inc. (NCWP) and Clinton-Essex-Warren-Washington BOCES for the rental of 632 square feet of office space for use by the Partners in Transition Program at One WorkSource, 194 U.S. Oval, Plattsburgh. The lease commences September 1, 2017 and ends August 31, 2020. The annual rent paid by BOCES to NCWP for the three-year term shall be \$9,796 per year. At the end of the three-year term, the parties have the option to renew the lease for mutually agreed upon terms. (Special Education)

All Board Members present voted yes—motion carried.

UNCOLLECTIBLES

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the write-off of the following list of uncollectible account receivables, after efforts to collect have been unsuccessful on these accounts over a year old. Under audit, these accounts are no longer considered current and should be written-off the financial records before year-end.

<u>Invoice #</u>	<u>Date of Invoice</u>	<u>Amount</u>	<u>Program</u>
081-16A	09/23/2015	\$ 24.00	Cosmetology
085-16A	09/23/2015	\$ 1,107.00	Auto Tech
089-16A	09/23/2015	\$ 2,785.24	Cosmetology
106-16A	09/25/2015	\$ 352.80	Cosmetology
122-16A	09/28/2015	\$ 2,031.00	Cosmetology
107-16A	09/25/2015	\$ 432.80	Cosmetology
133-16A	09/29/2015	\$ 1,438.00	Aviation Tech II
149-16A	09/30/2015	\$ 3,069.00	Auto Tech
154-16A	09/30/2015	\$ 1,156.00	Electrical
157-16A	09/30/2015	\$ 244.00	Cosmetology
080-16A	09/23/2015	\$ 1,178.00	Aviation
275-16A	04/28/2016	\$ 224.00	Online Courses
031-16A	09/21/2015	\$ 150.00	Pre-School
043-16A	09/21/2015	\$ 60.00	Pre-School
291-15A	06/30/2015	\$ 2,942.50	LPN
282-14A	02/07/2014	\$ 139.50	Cosmetology
046-16TA	06/30/2016	\$ 16.20	Life Insurance

UNCOLLECTIBLES	023-16TA	09/28/2015	\$ 557.00	Health, Life, Vision, Dental Ins.
<u>CONTINUED</u>	043-16TA	04/04/2016	\$ 148.88	Health, Life, Vision, Dental Ins.
	044-16TA	04/06/2016	<u>\$ 321.67</u>	Salary Overpayment
		Total	\$18,377.59	

All Board Members present voted yes—motion carried.

CVES TOTAL
BUDGET

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the total CVES budget for the 2017-18 school year in the amount of \$36,782,946.
All Board Members present voted yes—motion carried.

RESIGNATION
FOR THE
PURPOSE OF
RETIREMENT
CHRISCADEN

Mrs. LaRocque moved, seconded by Mr. Murdock, that the Board accept the following Letter of Resignation for the purpose of Retirement:

1. Diane Chriscaden, Teaching Assistant, effective June 30, 2017 (12 years, 5 months of service).

All Board Members present voted yes—motion carried.

RESIGNATIONS
BETRUS,
BECHARD,
SUNDERLAND,
LIVSEY

Mrs. LaRocque moved, seconded by Mr. Murdock to approve the following Resignations:

1. Ariel Betrus, Teacher Aide/Student Aide, effective May 3, 2017.
2. Lindsay Bechard, Teaching Assistant, effective May 10, 2017.
3. Alys Sunderland, Teaching Assistant, effective April 3, 2017.
4. Jessica Livsey, Teacher Aide/Student Aide, effective May 7, 2017.

All Board Members present voted yes—motion carried.

Mrs. LaRocque moved, seconded by Mr. Murdock to table the following Resignation:

1. Ciarra Smith, Teacher Aide/Student Aide, effective May 16, 2017.

All Board Members present voted yes—motion carried.

PROBATIONARY
APPOINTMENTS
MAZE, FORKEY

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

1. Jonathan Maze, Airframe/ Power Plant Teacher, effective April 13, 2017 at an annualized salary of \$42,668.00 (prorated), actual earned salary of \$32,349.46 (2016-2017).
2. Bill Forkey, Teaching Assistant, effective May 15, 2017 at an annualized salary of \$20,159.00 (prorated), actual earned salary of \$3,023.85 (2016-2017), annual stipend per MOU: \$2,100.00 (prorated), actual earned annual stipend per MOU: \$315.00 (2016-2017).

PROBATIONARY
APPOINTMENTS
MAZE, FORKEY
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
APPOINTMENT
NGUYEN

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

1. Nhi Nguyen, Teacher Aide/Student Aide, effective May 11, 2017, at an annualized salary of \$15,176.00 (prorated), actual earned salary of \$2,440.30 (2016-2017).

All Board Members present voted yes—motion carried.

PERMANENT
APPOINTMENTS
HOLBROOK,
HURLEY, KELSH

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board grant Permanent Appointments to the following people:

1. Julie Holbrook, School Lunch Manger, effective May 13, 2017.
2. Realelena Hurley, Teacher Aide/Student Aide, effective May 12, 2017.
3. Kari Kelsh, Account Clerk/Typist, effective May 2, 2017.

All Board Members present voted yes—motion carried.

CURRICULUM
WRITERS

Mrs. Gonyo-Horne moved, seconded by Mr. Murdock, that the Board appoint the following Curriculum Writers for the period of May 11, 2017 through June 30, 2017:

Curriculum Writer (\$25.00/hour)

Jennifer Lafountain
Tammy Keating-Malark
Erin LaClair
Damie Durgan
Penny Pombrio
Jamie Guay
Rebecca Dupree

All Board Members present voted yes—motion carried.

FACILITATOR

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board appoint the following Facilitator for the period of May 11, 2017 through June 30, 2017:

Facilitator (\$30/Hour)

Wayne Magoon

All Board Members present voted yes—motion carried.

SALARY
ADJUSTMENT

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board grant a Salary Adjustment to the following person for receipt of their certification:

1. Alexis Hamilton, Adult Literacy Teacher, effective date April 6, 2017, at an annualized salary of \$42,157 (prorated) (certified), actual earned salary of \$12,014.74 (2016-17).

All Board Members present voted yes—motion carried.

REQUEST FOR
APPROVAL TO
ATTEND
CONFERENCE/
WORKSHOP

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

Richard Harriman, Sr.
Rural Schools Association Meeting
July 9-11, 2017 in Cooperstown (overnight accommodations needed)

Ed Marin, Lori Saunders, Larry Barcomb
NYSSBA 98th Annual Convention
October 12-14, 2017, Lake Placid, NY (overnight accommodations needed)

All Board Members present voted yes—motion carried.

2017-18 CVES
BOARD MEETING
DATES

Mrs. Gonyo-Horne moved, seconded by Mrs. LaRocque, that the Board approve the following CVES Board Meeting dates for the 2017-18 school year:

- July 12, 2017 – Mineville
- August 23, 2017 – Plattsburgh
- September 13, 2017 – Mineville
- October 11, 2017 – Plattsburgh
- November 8, 2017 – Mineville
- December 13, 2017 – Plattsburgh
- January 10, 2018 – Mineville
- February 14, 2018 – Plattsburgh
- March 14, 2018 – Mineville
- April 11, 2018 – Plattsburgh
- May 9, 2018 – Mineville
- June 13, 2018 – Plattsburgh

All Board Members present voted yes—motion carried.

**CERTIFICATION
OF LEAD
EVALUATOR**

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the following Lead Evaluator Certification resolution:

Be it resolved that Danniell Valenzuela is hereby certified as a Qualified Lead Evaluator of classroom teachers having successfully completed the following training requirements prescribed in 8 NYCCR §30-2.9(b):

- (1) The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions;
- (2) Evidence-based observation techniques that are grounded in research;
- (3) Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCCR §30-2.2;
- (4) Application and use of the State-approved rubrics selected by the BOCES for use in the evaluation of classroom teachers, including training on the effective application of such rubric to observe a classroom teacher's practice;
- (5) Application and use of the assessment tools that the BOCES utilizes to evaluate its classroom teachers, including, but not limited to, structured portfolio reviews, professional growth goals*, school improvement goals, etc.;
- (6) Application and use of the State-approved locally selected measures of student achievement used by the BOCES to evaluate its classroom teachers;
- (7) The scoring methodology utilized by the Department and the BOCES to evaluate a classroom teacher under 8 NYCCR §30-2, including (a) how scores are generated for each subcomponent and the composite effectiveness score of classroom teachers, and (b) application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of classroom teachers and their subcomponent ratings; and
- (8) Specific considerations in evaluating classroom teachers of English language learners and students with disabilities.

All Board Members present voted yes—motion carried.

**MEMORANDUM
OF AGREEMENT
BETWEEN CEWW
BOCES AND THE
CEWW BOCES
ADMINISTRATIVE
UNIT**

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the following Memorandum of Agreement:

BE IT RESOLVED, upon the recommendation of the District Superintendent, the CVES Board approves the Memorandum of Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Education Services and the Clinton-Essex-Warren-Washington BOCES Administrative Unit dated May 10, 2017. WHEREAS Daniel Valenzuela has received permanent certification as an administrator from the New York State Department of Education effective April 20, 2017. WHEREAS the parties have engaged in collaborative discussions and have reached an agreement regarding the adjustment of Mr. Valenzuela's salary upon his certification as an administrator.

All Board Members present voted yes—motion carried.

MEMORANDUM
OF AGREEMENT
BETWEEN CEWW
BOCES AND THE
CEWW BOCES
UNITED
PROFESSIONALS
UNIT

Mrs. LaRocque moved, seconded by Mr. Murdock, that the Board approve the following Memorandum of Agreement:

BE IT RESOLVED, upon the recommendation of the District Superintendent, the CVES Board approves the Memorandum of Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Education Services and the Clinton-Essex-Warren-Washington BOCES United Professionals Unit dated May 10, 2017. WHEREAS the parties agree that CEWW BOCES has discretion to pay new hires more than the starting salaries set forth in Article 13 of Collective Bargaining Agreement.

All Board Members present voted yes—motion carried.

MEMORANDUM
OF AGREEMENT
BETWEEN CEWW
BOCES AND THE
CEWW BOCES
UNITED
PROFESSIONALS
UNIT

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the following Memorandum of Agreement:

BE IT RESOLVED, upon the recommendation of the District Superintendent, the CVES Board approves the Memorandum of Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Education Services and the Clinton-Essex-Warren-Washington BOCES United Professionals Unit dated May 10, 2017. WHEREAS the parties desire to make it clear that Teaching Assistants may be assigned to act as substitute teachers on a per period basis and will be compensated accordingly.

All Board Members present voted yes—motion carried.

MEMORANDUM OF
UNDERSTANDING
BETWEEN CEWW
BOCES AND THE
CEWW BOCES 12-
MONTH SUPPORT
STAFF
ASSOCIATION

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the following Memorandum of Understanding:

BE IT RESOLVED, upon the recommendation of the District Superintendent, the CVES Board approves the Memorandum of Understanding between Clinton-Essex-Warren-Washington Board of Cooperative Education Services and the 12-Month Support Staff Association dated May 10, 2017. The MOU renews and expands on previous MOU's regarding weekend and holiday security checks to use substitute employees to also perform the checks.

All Board Members present voted yes—motion carried.

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Board Minutes
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SUPERINTENDENT'S
UPDATE

Dr. Davey congratulated the Board on the passing of the CVES 2017-18 Budget by component districts and gave thanks for their continued support. Next, Dr. Davey reminded the Board of the upcoming CVES visit by Commissioner MaryEllen Elia scheduled for June 1st & 2nd and shared the draft schedule. The CVES Board members were asked to please join the Commissioner on June 1st at noon for lunch in the CV-TEC Culinary Arts Lab and for the Pressure House Ribbon Cutting at 1:00 p.m. Later that evening, SED will be hosting the regional ESSA Public Forum at SUNY Plattsburgh. This public hearing is one of 13 being held across the State, which the public are invited to attend. Dr. Davey then shared an update with the Board of the merger study being done by Elizabethtown-Lewis CSD and Westport CSD. Lastly, he noted the following upcoming Component Board Visits: Crown Point Central School District on May 16th and Northeastern Clinton CSD on June 5th.

NEXT BOARD
MEETING

The next Board Meeting will be held on Thursday, June 15, 2017, at the Instructional Services Center, in Plattsburgh. A proposed Executive Session will begin at 6:30 p.m., with the monthly meeting to follow.

ADJOURNMENT

Mr. Murdock moved, seconded by Mrs. LaRocque, to adjourn the meeting at 9:57 p.m. All Board Members present voted yes—motion carried.


Meaghan Rabideau, Board Clerk