

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

DATE: November 8, 2017

KIND OF MEETING: Regular Board Meeting

PLACE: Yandon-Dillon Center, Mineville, NY

Board Members Present:

Larry Barcomb
Linda Gonyo-Horne
Richard Harriman, Sr.
Mark R. Henry
Richard Malaney
Thomas McCabe
Bruce Murdock
Lori Saunders
Florence Sears
Michael St. Pierre

Board Members Absent:

Leisa Boise
Evan Glading
Donna LaRocque
Ed Marin
Paul Mudie

District Superintendent
Dr. Mark C. Davey

Others Present:

Michele Friedman
Teresa Calabrese-Gray
Christine Myers
Dr. Hollis Palmer
Reginald McDonald
Michael Horne
Judith Aumand
Peter Scolamiero

Board Clerk:

Meaghan Rabideau

MEETING
TO ORDER

President Barcomb called the meeting to order at 6:39 p.m.

EXECUTIVE
SESSION

Mrs. Gonyo-Horne moved, seconded by Mr. Murdock, that the Board go into Executive Session at 6:40 p.m. for the following reasons: #4 A matter of discussion regarding proposed, pending or current litigation; and #6 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. A litigation update regarding the Risetto vs. CVES lawsuit was provided by Judith Aumand, Esq., and Peter Scolamiero, Esq. who are partners in the law firm of Burke, Scolamiero & Hurd, LLP in Albany, NY. Second, several pending contractual and business matters were discussed by the District Superintendent with the Board. Lastly, several personnel updates and recommendations were reviewed in anticipation of Board action in the evening's meeting. All Board Members present voted yes—motion carried.

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne, to come out of Executive Session at 8:06 p.m. All Board Members present voted yes—motion carried.

OPINIONS &
CONCERNS FROM
THE AUDIENCE

Mrs. Friedman congratulated Mr. Tom Aubin, CV-TEC welding teacher, who was recently selected as one of 54 semi-finalists in a national competition of almost 700 Career and Technical Education (CTE) teachers. Harbor Freight Awarded \$1,000 to CV-TEC in recognition of Welding Teacher Excellence demonstrated by Mr. Aubin. She complimented Mr. Aubin on his being a high quality and accomplished CTE teacher and CV-TEC is proud that he is an important member of our CVES staff. Mrs. Teri

OPINIONS &
CONCERNS FROM
THE AUDIENCE
CONTINUED

Calabrese-Gray shared that CVES' Instructional Services is in the process of developing an Educational Grant Services Co-Ser. She is currently working with an Educational Grant Coordinator and there are several component districts interested in the new Co-Ser at this time.

BUDGET
COMMITTEE
UPDATE

Dr. Hollis Palmer provided an update on the most recent meeting of the Board Budget Committee that was held on November 1, 2017. He discussed issues that will affect the budget for next year such as federal tax cuts, and planning for a capital project, which will also include approval by SED. Dr. Palmer and Dr. Davey reviewed the planned 2017-18 mini-capital project to update CVES' fire safety and security system (this budget line had been included in the annual CVES 17-18 budget approval in April). Dr. Davey shared that in December, after reviewing the mini-capital project recommendation with the Facilities Advisory Committee (FAC), approval for the mini-project is planned to be recommended to the Board. Next, Mrs. Friedman and Mr. McDonald both shared current enrollment numbers for both CV-TEC & Special Education. Lastly, an update was shared on the ADK P-TECH program and the CEWW BOCES Health Insurance Consortium. The next Budget Committee meeting will be on December 6, 2017 to review 2017-18 reconciliations and set parameters for the 2018-19 budget.

PREVIOUS
MINUTES

Mrs. Gonyo-Horne moved, seconded by Mr. Murdock that the Board approve the minutes of the October 11, 2017 Regular Board meeting as presented. All Board Members present voted yes—motion carried.

CONSENT
AGENDA
FINANCIAL

Mrs. Gonyo-Horne moved, seconded by Mr. Murdock, to approve the following consent agenda Financial items 7a – 7j as presented. All Board Members present voted yes—motion carried.

CERTIFICATION
OF WARRANT

(7a) Certification of Warrant for October 2, 2017 to October 27, 2017, be accepted as presented.

TREASURER'S
REPORT

(7b) Approve the Treasurer's Report from September 30, 2017.

DONATIONS

(7c) Approve the following Donations:

1. For Our Student Stipend Fund:

Pepsi (Sept 2017)	81.55
Linda Gonyo-Horne (Sept 2017)	<u>50.00</u>

TOTAL - \$131.55

2. Donation of hydraulic cylinders from Bobby Tender Logging, (this is a scrap item with no estimated value). This donation will benefit the students of the Heavy Equipment Program.

DONATIONS
CONTINUED

3. Donation of a John Deere Engine from Bobby Tender Logging, (this is a scrap item with no estimated value). This donation will benefit the students of the Heavy Equipment Program.
4. Donation of a Caterpillar C7 Engine from Bobby Tender Logging, (this is a scrap item with no estimated value). This donation will benefit the students of the Heavy Equipment Program.
5. Donation of a Caterpillar 3126 Engine from Bobby Tender Logging, (this is a scrap item with no estimated value). This donation will benefit the students of the Heavy Equipment Program.
6. Donation of (2) motorcycles from Edward Bouissey, with an estimated value of \$1,800.00. This donation will benefit the students of the Small Engines Program.
7. Donation of a CDL Tractor Trailer Sign – Student Driver from James McCartney III, with an estimated value of \$164.00. This donation will benefit the students of the CDL Program.

SPECIAL AID
FUND PROJECTS

(7d) Approve the following Special Aid Fund Projects:

1. Rescind the motion that was approved at the July 12, 2017 Board meeting whereby the Board approved Regional Special Education Technical Assistance Support Centers (RSE-TASC) special aid fund project in the amount of \$202,282 for the period of July 1, 2017 through June 30, 2018 (pending SED approval), and approve Regional Special Education Technical Assistance Support Centers (RSE-TASC) special aid fund project in the amount of \$208,282 for the period of July 1, 2017 through June 30, 2018 (pending SED approval). (Special Education)
2. High School Equivalency Test Administration Special Aid Fund Project, in the amount of \$6,659, for the period of January 1, 2018 through December 31, 2018 (pending a fully executed Appendix X with NYS). (CV-TEC)

CROSS
CONTRACT

(7e) Approve the following Cross Contract:

1. 2017-18 – Jefferson-Lewis BOCES
\$4,800.00 for Drug & Alcohol Testing Services (AuSable Valley, Beekmantown, Chazy, Crown Point, CVES, Elizabethtown-Lewis, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh, Saranac, Schroon Lake, Westport and Willsboro)

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CONTRACTOR/
CONSULTANT
AGREEMENT

(7f) Approve the following Contractor/Consultant Agreement:

1. 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 Instructional Skills Refresher Workshops for BOCES and BOCES component districts in an amount not anticipated to exceed \$38,000. The workshop dates are December 18 & 19, 2017, January 25, 2018, February 1 & 2, 2018, and March 20, 21, 22, & 23, 2018. (ISC)

CONTRACT
AGREEMENT

(7g) Approve the following Contract Agreement:

1. Renewal Agreement between Clinton-Essex-Warren-Washington BOCES and the New York State Department of Education under which BOCES provides High School Equivalency Test Administration services to qualified applicants in Clinton and Essex Counties for the period of January 1, 2018 through December 31, 2018. The funding amount for the term shall be \$6,659.00 (CV TEC)

LETTER OF
AGREEMENT

(7h) Approve the following Letter of Agreement:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and Tetra Tech Architects & Engineers (District Architect) under which the District Architect will provide professional services for the term commencing July 1, 2017 and ending June 30, 2019. Billable rates are as per the attached Hourly Rate Sheet. After the completion of the term, the agreement may renew annually upon the mutual consent of both parties. (Administration)

AGREEMENT FOR
PURCHASE OF
STUDENT MEALS

(7i) Approve the following Agreement for Purchase of Student Meals:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and Adirondack Community Action Programs, Inc. (ACAP) under which BOCES agrees to provide breakfast and lunch meals to ACAP Head Start students at the Yandon-Dillon Center in Mineville during the 2017-18 school year. ACAP agrees to pay BOCES the following meal prices during the 2017-18 school year: \$1.75 for each student breakfast; \$3.23 for each student lunch. (Special Education)

SNOW REMOVAL
& SANDING
SERVICE
AGREEMENT
RENEWALS

(7j) Approve the following Snow Removal and Sanding Service 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, 2017 through April 30, 2018 at a current estimated cost of \$55,000. (Administration)

SNOW REMOVAL
& SANDING
SERVICE
AGREEMENT
RENEWALS
CONTINUED

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, 2017 through April 30, 2018 at a current estimated cost of \$8,200 (Administration)

CONSENT
AGENDA
PERSONNEL

Mr. Henry moved, seconded by Mrs. Gonyo-Horne, to approve the following Consent Agenda Personnel items 9a – 9L as presented. All Board Members present voted yes—motion carried.

RESIGNATION
FOR THE
PURPOSE OF
RETIREMENT
PERRY

(9a) Accept the following letter of Resignation for the Purpose of Retirement:

1. Diane Perry, Teacher Aide/Student Aide, effective November 30, 2017 (11 years of service)

RESIGNATION
LAWLISS

(9b) Accept the following letter of Resignation:

1. Kristin Lawliss, Teacher Aide/Student Aide, effective November 1, 2017.

LEAVE OF
ABSENCE JAVA-
FARNSWORTH

(9c) Leave of Absence:

1. Kelly Java-Farnsworth, Teaching Assistant – from October 30, 2017 – December 31, 2017.

RESCINDS

(9d) Approve the following:

1. Rescind the motion that was approved at the August 20, 2015 Board meeting whereby the Board granted a Four-Year Probationary appointment to Karen Manning as an Adult Literacy Teacher, effective September 1, 2015 and appoint Karen Manning to a temporary appointment as an Adult Literacy Teacher, effective September 1, 2015.

2. Rescind the motion that was approved at the May 10, 2017 Board meeting whereby the Board granted a Four-Year Probationary appointment to Jonathan Maze as an Airframe/Power Plant Teacher, effective April 13, 2017, and appoint Jonathan Maze to a temporary appointment as an Airframe and Power Plant Teacher, effective April 13, 2017.

FOUR-YEAR
PROBATIONARY
APPOINTMENTS
HARRSCH,
WALENTUK

(9e) Appoint Four-Year Probationary Appointments as follows:

1. Accept the following letter of resignation of Dennis Harrsch, Teacher Aide/Student Aide, effective November 8, 2017, and appoint Dennis Harrsch to a Four-Year Probationary Appointment as follows:

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FOUR-YEAR
PROBATIONARY
APPOINTMENT
HARRSCH,
WALENTUK
CONTINUED

Dennis Harrsch, Teaching Assistant, Effective November 9, 2017, Annualized Base Salary of \$20,512.00 (Prorated), Actual Earned Salary of \$15,794.24 (2017-18)

2. Matthew Walentuk, Interscholastic Athletics Administrator, (Board Date for Acting Interscholastic Athletics Administrator Appointment: October 12, 2016), Effective October 24, 2017, Annualized Base Salary of \$67,000.00 (Prorated), Actual Earned Salary of \$46,341.67 (2017-18).

(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).

CIVIL SERVICE
PROBATIONARY
APPOINTMENTS
FINNEGAN,
KATZFEY,
ROMEO, ROBERTS

(9f) Appoint the following person(s) to a 52-week Civil Service Probationary Appointment as follows:

1. Jordan Finnegan, Teacher Aide/Student Aide, Effective Date November 9, 2017, Annualized Base Salary of \$15,976.00 (Prorated), Actual Earned Salary of \$12,362.23 (2017-2018).

2. Diane Katzfey, Teacher Aide/Student Aide, Effective Date November 9, 2017, Annualized Base Salary of \$15,976.00 (Prorated), Actual Earned Salary of \$12,362.23 (2017-2018).

3. Maryssa Romeo, Teacher Aide/Student Aide, Effective Date November 9, 2017, Annualized Base Salary of \$15,976.00 (Prorated), Actual Earned Salary of \$12,362.23 (2017-2018).

4. Accept the following letter of resignation of Lynsey Roberts, Cook, effective November 8, 2017, and appoint Lynsey Roberts to a Civil Service Probationary Appointment as follows: Lynsey Roberts, Cook Manager, Effective Date November 9, 2017, Annualized Base Salary of \$22,404.00 (Prorated), Actual Earned Salary of \$17,336.22 (2017-2018).

TENURE
APPOINTMENT
GONYO

(9g) Grant Tenure to the following person:

1. Jean Gonyo, Teaching Assistant, effective December 18, 2017.

PERMANENT
APPOINTMENT
MALLETTE

(9h) Grant a Permanent appointment (Civil Service) to the following person:

1. Kathy Mallette, Account Clerk/Typist, effective December 2, 2017.

TEMPORARY
APPOINTMENTS
DALY, JAVA-
FARNSWORTH

(9i) Appoint the following people to a Temporary appointment as follows:

1. Patrick Daly, Long Term Substitute Math Teacher / 75% (Uncertified), Effective October 16, 2017 through June 30, 2018, Annualized Salary: 1/200th per Diem of \$42,894.00 (2017-2018 Starting Salary for a Teacher) minus \$6,500.00 (uncertified) $\$42,894.00 - \$6,500.00 = \$36,394.00/200 = \$181.97/\text{day}$, Per MOU: Annual stipend prorated \$2,565.00.

2. Kelly Java-Farnsworth, Long Term Substitute Special Education Teacher (Uncertified), Effective Date October 30, 2017 – December 31, 2017, Annualized Salary: 1/200th per Diem of \$42,894.00 (2017-2018 Starting Salary for a Teacher) minus \$6,500.00 (uncertified) $\$42,894.00 - \$6,500.00 = \$36,394.00/200 = \$181.97/\text{day}$.

SUBSTITUTES

(9j) Approve the following list of substitutes:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Location</u>
Angela Roppolo	Temp On Call Teacher Aide/Student Aide	\$68.00/day	WAF
Brianna Finnegan	Temp On Call Teacher Aide/Student Aide	\$68.00/day	WAF
Andrea Parness	Temp On Call Teacher Aide/Student Aide	\$68.00/day	WAF
Diane Katzfey	Temp On Call Teacher Aide/Student Aide	\$68.00/day	WAF
Maryssa Romeo	Temp On Call Teacher Aide/Student Aide	\$68.00/day	WAF
Patrick Daly	P-TECH Sub Teacher	\$106.00/day	P-TECH/Peru

2017/18
ADDITIONAL
WORK

(9k) approve the following Additional Work for the 2017-2018 school year:

<u>Name:</u>	<u>Reason:</u>	<u>Rate:</u>
Joanne Baudry	Classroom Move (not to exceed ½ day)	Daily Rate/Per Contract
Julie Ashline (replacing Karen Pellerin)	New Employee Mentor (for Joe Mazzella)	\$250.00/Per Contract/prorated
Wendy Davis (not to exceed 4 hrs.)	Mandatory Bus Driver Refresher	Hourly Rate of Pay

CALM Training November 14-15, 2017, 3pm to 6pm, not to exceed 6 hours, hourly rate of pay:

Kathy Baker	Chelsea Benway	Laura Birtz-Sisson
Lisa Briscoe	Ashley Brown	Andrea Christensen
Chris Falvey	Jordan Finnegan	Paulina Geoffrey
Joan Hubbard	Julia Imler	Bethany Katzfey
Diane Katzfey	Kathleen Kotsogiannis	Cynthia Labombard
Kaci Lamere	Katie Laventure	Elizabeth Lennon
Tina Midgett	Randa Newell	Nhi Nguyen
Emily Norwood	Jenifer Pummell	Crystal Rhino

2017/18
ADDITIONAL
WORK
CONTINUED

Melissa Slagenweit
Amanda Tromblee
Jordan Wendling

Rhona Stoffel
Brenda Trombly
Nancy Wood

Nicole Strong
Angela Vanderbogart
Kayla Wood

NEW EMPLOYEE
ORIENTATION
COMPENSATION

(9L) approve the following employee to receive compensation for attending the CVES New Employee Orientation on August 29, 2017:

<u>Name:</u>	<u>Position:</u>	<u>Rate:</u>
Laura Sterling	Account Clerk/Typist	Daily Rate of Pay

NEW POLICIES 1ST
READING

The following new policies were presented for a first reading:

- #XXXX Financial Aid Penalties for Drug Related Offenses
- #XXXX Vaccination Requirements
- #XXXX Purchase of Books and Supplies for CV-TEC Students

STUDENT
TRANSPORTATION
COOPERATIVE
AGREEMENT
RESOLUTION

Mrs. Gonyo-Horne moved, seconded by Mr Murdock to 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.

BUSINESS &
INDUSTRY
INSTRUCTIONAL
AGREEMENT

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board approve the following Business & Industry Instructional Agreement:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and Bombardier Mass Transit Corporation (“Bombardier”) under which BOCES will provide welding instruction for Bombardier employees at the Plattsburgh Satellite Campus at a rate of \$1,400 per participant. Instructional activities will commence November of 2017 and will continue until all participants have successfully completed course work. The minimum funding amount from Bombardier for the instructional services shall be \$14,000. (CV-TEC) All Board Members present voted yes—motion carried.

RESCINDS

Mrs. Gonyo-Horne moved, seconded by Mr. Murdock, that upon the recommendation of the District Superintendent, to rescind the motion that was approved at the March 8, 2017 Board meeting, whereby the Board accepted the letter of resignation for the purpose of retirement of Annette Head, Special Education Teacher, effective September 4, 2017 (31 years of service), and reinstate Annette Head as a tenured teacher. All Board Members present voted yes—motion carried.

RESCINDS
CONTINUED

Mr. Murdock moved, seconded by Mr. Harriman Sr., that upon the recommendation of the District Superintendent, to rescind the motion that was approved at the August 23, 2017 Board meeting, whereby the Board approved the temporary appointment of Annette Head, Special Education Teacher, effective September 5, 2017 through December 31, 2017, at an annualized salary of \$42,894.00 (prorated), actual earned salary \$17,157.60 (2017-2018). All Board Members present voted yes—motion carried.

STRATEGIC PLAN
UPDATE

Dr. Davey shared meeting highlights from the first Facilities Advisory Committee (FAC) meeting held on October 30, 2017. An executive summary of this information was shared with all of the CVES staff and component district superintendents. CVES Board Deputy Vice President Bruce Murdock, and Board members Leisa Boise, Richard Harriman, Sr. and Mark Henry are on the committee and shared comments of how well the meeting went. One of the planned feedback mechanisms that is being integrated into the FAC process, is providing feedback opportunities for CVES employees in each of the buildings, prior to the FAC Committee's next meeting. Information gathered will be shared at the next FAC meeting, which will be held at the Plattsburgh Main Campus in the Culinary Arts Lab on November 27, 2017 at 4:30 p.m.

SUPERINTENDENT'S
UPDATE

Dr. Davey first reviewed the Board's receipt of the final version of the 2018-19 Program & Services Guide. Next, he provided an update on the status of the CEWW BOCES Health Insurance Consortium, identified revenue short falls and proposed actions being recommend by the task force. Third, Dr. Davey reviewed his memo to the Board outlining the 2017-18 CVES mini-capital project recommendation. Fourth, the Board was given highlights from the most recent ADK P-TECH meeting held on November 1, 2017. Dr. Davey shared that a survey was sent to each of the component district's superintendents to gather feedback/information on the potential re-locating of the program to the CVES campus. Fifth, handouts were shared from the Rural Schools Association and several BOCES informational brochures. Lastly, Dr. Davey informed the Board that the next component district Board of Education visit will be on November 14, 2017 at 6:00 p.m. at Willsboro CSD.

NEXT BOARD
MEETING

The next Board Meeting will be held on Wednesday, December 13, 2017, 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

Mrs. Gonyo-Horne moved, seconded by Mr. Murdock, to adjourn the meeting at 9:40 p.m. All Board Members present voted yes—motion carried.


Meaghan Rabideau, Board Clerk