

CHAMPLAIN VALLEY EDUCATIONAL SERVICES
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
Sole Supervisory District of Clinton, Essex, Warren and Washington Counties

**AGENDA FOR BOARD MEETING TO BE HELD IN THE SPECIAL EDUCATION GYM IN
PLATTSBURGH ON DECEMBER 12, 2018 – PROPOSED EXECUTIVE SESSION AT 7:30 PM –
MEETING TO FOLLOW**

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| No Action | 1. CALL TO ORDER: BOARD PRESIDENT |
| | a. The Pledge of Allegiance |
| | b. Roll Call of Board Members |
| | c. Introduction of All Present |
| No Action | 2. EXECUTIVE SESSION |
| No Action | 3. OPINIONS AND CONCERNS FROM THE AUDIENCE |
| | (Each speaker shall be limited to a maximum of 3 minutes. The entire public participation period shall be limited to no more than 30 minutes.) |
| No Action | 4. BUDGET COMMITTEE UPDATE – Dr. Mark Davey & Mr. Eric Bell |
| No Action | 5. AUDIT COMMITTEE HIGHLIGHTS/UPDATE – Mr. Eric Bell |
| | a. Corrective Action Plan & Audit Response (Enc. 1) |
| No Action | 6. CAPITAL PROJECT UPDATE - Dr. Mark Davey & Mr. Eric Bell |
| Action | 7. MINUTES OF PREVIOUS MEETING |
| | a. November 14, 2018 (Enc. 2) |
| | 8. CONSENT AGENDA FINANCIAL |
| Action | a. Certification of Warrant (Enc. 3) |
| Action | b. Treasurer's Report (Enc.4) |
| Action | c. Donations (Enc. 5) |
| Action | d. Budget Increases (Enc.6) |
| Action | e. Special Aid Fund Projects (Enc. 7) |
| Action | f. Contractual Budget Increase (Enc. 8) |
| Action | g. Transportation Agreement Renewal (Enc. 9) |
| Action | h. Equipment Purchase Resolution (Enc. 10) |
| | 9. OLD BUSINESS |
| No Action | a. Committees – None this month |
| | 10. CONSENT AGENDA PERSONNEL |
| Action | a. Resignations (Enc. 11) |
| Action | b. Leaves of Absence (Enc. 12) |
| Action | c. Termination (Enc. 13) |
| Action | d. Permanent Appointments (Enc. 14) |
| Action | e. Substitutes (Enc. 15) |
| Action | f. Volunteer (Enc. 16) |

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| | 11. BOARD OF COOPERATIVE EDUCATIONAL SERVICES |
| No Action | a. Revised Policy – 1 st Reading (Enc. 17) |
| Action | b. Adopt Revised Policies (Enc. 18) |
| Action | c. Capital Project Referendum Election Inspectors/Assistant Clerks (Enc. 19) |
| | 12. NEW BUSINESS |
| No Action | a. None this month |
| No Action | 13. STRATEGIC PLAN UPDATE – Dr. Mark Davey |
| No Action | 14. DISTRICT SUPERINTENDENT’S UPDATE |
| No Action | 15. OTHER |
| No Action | 16. NEXT BOARD MEETING |
| | Wednesday, January 9, 2019, at the Yandon-Dillon Center at the Mineville Campus –
Proposed Executive Session at 6:30 p.m. – Meeting to follow. |
| No Action | 17. REPORTS FROM DIRECTORS (Enc. 20) |
| Action | 18. ADJOURNMENT |

CHAMPLAIN VALLEY EDUCATIONAL SERVICES

VISION

TO MEET THE NEEDS AND EXPECTATIONS OF COMPONENT SCHOOLS, COMMUNITIES, AND ALL LEARNERS WHO ARE EFFECTED BY OUR SERVICES.

MISSION

CVES, IN PARTNERSHIP WITH LOCAL SCHOOL DISTRICTS AND THEIR COMMUNITIES, THE BOARD OF REGENTS AND THE COMMISSIONER OF EDUCATION, WILL BE A LEADER IN PROVIDING QUALITY, COST-EFFECTIVE PROGRAMS AND SERVICES THAT SUPPORT SCHOOL DISTRICTS AND THEIR COMMUNITIES TO ACHIEVE HIGHER STANDARDS THROUGH ENHANCED EDUCATIONAL OPPORTUNITIES.

IMPORTANT DATES

December 11, 2018	CVES Capital Project Referendum – 12:00 p.m. – 8:00 p.m.
December 12, 2018	Board Meeting – John Harrold Center, Plattsburgh – 7:30 p.m.
December 21, 2018	D.A.R.E Graduation – WAF – 1:00 p.m.
January 9, 2019	Board Meeting – Yandon-Dillon Center, Mineville – 6:30 p.m.
January 24, 2019	Board Budget Committee Meeting – Analyze/Discuss Preliminary 2019-20 Budgets – Finalize Draft Budgets – ISC, Plattsburgh - 7:00 p.m.
February 13, 2019	Board Meeting/Budget Presentations – Instr. Serv. Center, Plattsburgh – 6:30 p.m.
February 14-16, 2019	AASA Convention – Los Angeles, CA
March 4, 2019	CVES Regional Spelling Bee – Location and Time TBD
March 13, 2019	Board Meeting – Yandon-Dillon Center, Mineville – 6:30 p.m.
March 14, 2019	I Stand Against Bullying (ISAB) Awards, SUNY Giltz Auditorium - TBD
Mar. 30–Apr. 1, 2019	NSBA Convention – Philadelphia, PA
April 4, 2019	CV-TEC Open House – Plattsburgh – 6:00 p.m.
April 9, 2019	CV-TEC Open House – Mineville – 6:00 p.m.
April 10, 2019	Annual Meeting – Yandon-Dillon Center, Mineville – 6:30 p.m.
April 25, 2019	Election of CVES Board Members and Vote on Administrative Budget
May 8, 2019	Board Meeting – Instr. Serv. Center, Plattsburgh – 6:30 p.m.
May 14, 2019	NTHS Ceremony – Rainbow Banquet Hall, Altona – 7:00 p.m.
May 22, 2019	NTHS Ceremony – Moriah High School Auditorium – 7:00 p.m.
May 29, 2019	SkillsUSA Awards – Elk’s Lodge – 6:00 p.m.
June 6, 2019	No. Country Loggers Awards Banquet – 6:00 p.m.
June 14, 2019	Special Ed Graduation Ceremony – SUNY Giltz Auditorium – 9:30 a.m.
June 15, 2019	HSED Graduation – Westside Ballroom – 1:00 p.m.
June 12, 2019	Board Meeting – Instructional Services Center, Plattsburgh – 6:30 p.m.
June 19, 2019	CV-TEC Mineville Graduation Ceremony – Moriah Central School – 7:00 p.m.
June 20, 2019	CV-TEC Plattsburgh Graduation Ceremony – SUNY Field House – 7:00 p.m.

MOTIONS TO ENTER INTO EXECUTIVE SESSION

1. A MATTER WHICH WILL IMPERIL THE PUBLIC SAFETY IF DISCLOSED
2. A MATTER WHICH MAY DISCLOSE THE IDENTITY OF A LAW ENFORCEMENT AGENT OR INFORMER
3. 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
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)
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
7. A MATTER OF THE PREPARATION, GRADING OR ADMINISTRATION OF EXAMINATIONS
8. A MATTER OF THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY THE SCHOOL DISTRICT IF SUCH DISCUSSION PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF
9. A MATTER RELATED TO A SPECIFIC STUDENT OF THE DISTRICT

ENC. 1

Recommend that the Board approve the Corrective Action Plan for the 2017-18 Annual Independent Audit Management Letter Comments. (Attached)

ENC. 2

Recommend that the Board approve the Draft Minutes from the November 14, 2018 Board meeting. (attached)

ENC. 3

Recommend that the Board approve the Certification of Warrant for November 2, 2018 to November 30, 2018. (attached)

ENC. 4

Recommend that the Board approve the Treasurer's Report from October 31, 2018. (attached)

ENC. 5

Recommend that the Board approve the following Donations:

1. For Our Student Stipend Fund:

Pepsi (September 2018)	73.58
United Way (October 2018)	32.27
Pepsi (October 2018)	65.37
United Way (November 2018)	32.27
Pepsi (November 2018)	<u>88.61</u>

TOTAL - \$292.10

2. Donation of a gift card, from Harbor Freight Tools, with an estimated value of \$1,000.00. This donation will benefit the students of the Welding classroom.

ENC. 6

Recommend that the Board approve the following Budget Increases:

1. 6:1:1 Autism Budget from \$2,560,649 to \$2,693,212 for the 2018-2019 School Year to accommodate the increases in student enrollment Northern Adirondack, Saranac, and Willsboro School Districts.
(Co-Ser 205 – Special Education)

ENC. 6 CONTINUED

2. 8:1:1 Traditional Budget from \$4,932,263 to \$5,095,971 for the 2018-2019 School Year to accommodate the increases in student enrollment from Elizabethtown-Lewis, Moriah, Northeastern Clinton, Northern Adirondack, Saranac, Ticonderoga, and Franklin-Essex-Hamilton BOCES. (Co-Ser 208 – Special Education)
3. ITIN Teacher of the Deaf Budget from \$323,172 to \$346,239 for the 2018-2019 School Year to accommodate increase in services from Beekmantown, Chazy, and Saranac School Districts. (Co-Ser 301 – Special Education)
4. ITIN Physical Therapy Budget from \$284,734 to \$342,246 for the 2018-2019 School Year due to unanticipated costs not originally budgeted. (Co-Ser 321 – Special Education)
5. ITIN Occupational Therapy Budget from \$580,466 to \$583,236 for the 2018-2019 School Year to accommodate increase in services from Ausable, Chazy, and Westport School Districts. (Co-Ser 323 – Special Education)
6. ITIN Assistive Technology Budget from \$4221 to \$4350 for the 2018-2019 School Year to accommodate increase in services from FEH-Saranac Lake School District. (Co-Ser 324 – Special Education)
7. Special Facilities – Hospital Budget from \$72,752 to \$116,949 for the 2018-2019 School Year due to unanticipated costs not originally budgeted. (Co-Ser 441 – Special Education)
8. Preschool Committee Budget from \$30,606 to \$32,958 for the 2018-2019 School Year to accommodate increase in services from AuSable School District. (Co-Ser 550 – Special Education)
9. 6:1:1 Autism Summer School Age Budget from \$114,743 to \$125,476 due to increased costs over original projected budget. (Co-Ser 941 – Special Education)
10. Summer School Aged 1-1 Teaching Assistant Budget from \$22,171 to \$26,127 due to increased services over projected budget, not district specific. (Co-Ser 964 – Special Education)
11. Library Service/Media Budget from \$178,488 to \$183,488 for the 2018-2019 school year due to increased purchases of online databases from participating school districts. (Co-Ser 508 - ISC)
12. Grant Management Services Budget from \$113,080 to \$122,031 for the 2018-2019 school year due to Westport CSD joining the Co-Ser. (Co-Ser 645 - ISC)
13. School Public Relations Budget from \$71,631 to \$103,511 for the 2018-2019 school year due to anticipated increase in service requests from Plattsburgh City SD and Lake Placid CSD, as well as CVES internal requests. (Co-Ser 610 - ISC)

ENC. 7

Recommend that the Board approve the following Special Aid Fund Projects:

1. NYS Basic Literacy- One Work Source special aid fund project, in the amount of \$125,000, for the period of July 1, 2018 through June 30, 2019. (CV-TEC)
2. NYS Basic Literacy- JCEO special aid fund project, in the amount of \$125,000, for the period of July 1, 2018 through June 30, 2019. (CV-TEC)

ENC. 7 CONTINUED

3. WIOA, Title II, Corrections Education and Other Institutionalized Education special aid fund project, in the amount of \$109,971, for the period of July 1, 2018 through June 30, 2019. (CV-TEC)
4. Increase the Core Rehabilitation Service (CRS) special aid fund project budget from \$241,252 to \$322,290, for the period of January 1, 2018 through December 31, 2018, due to rollover funding in the amount of \$81,038. (Special Education)

ENC. 8

Recommend that the Board approve the following Contractual Budget Increases:

1. General Staffing Agreement between Clinton-Essex-Warren-Washington BOCES and ETS, Inc. to add an estimated 480 hours of additional temporary clerical support for use at the Instructional Services Center in Public Relations and the Print Shop. Services will bill at a rate of \$33 per hour and will extend contract services with ETS through March/April of 2019, bringing the current total expenditure under the contract to an amount not to exceed \$44,740. (Management Services)
2. Independent Contractor/Consultant Agreement between Clinton-Essex-Warren-Washington BOCES and The Health Network in the amount of \$1,050 to accommodate component district requests for additional DASA Coordinator's Training. The revised agreement value is not anticipated to exceed \$6,150. (ISC)

ENC. 9

Recommend 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, 2018 through June 30, 2019 at a current estimated cost of \$18,200. (CV-TEC) (attached)

ENC. 10

Recommend that the Board approve the following Equipment Purchase Resolution:

WHEREAS, on December 3, 2018, the hot water heater for the CV-TEC division at the Plattsburgh Campus has become irreparable.

WHEREAS, CV-TEC Division, including students, teachers, and non-instructional personnel occupy the building area serviced by this equipment.

WHEREAS, there are student programs that require warm/hot water. These programs include, but are not limited to, Culinary Arts, Cosmetology, Child Care, Nursing and School Nurse stations.

WHEREAS, it has been determined that to ensure the health of our students, faculty and staff, that the hot water heater must be replaced as soon as possible.

WHEREAS, it has been determined that to replace the hot water heater with the existing model would require no plumbing alterations and, therefore, would be able to be installed in an expedited timeframe.

WHEREAS, there are known companies able to sell the required hot water heater in the Clinton County area (L.H. LaPlante Company, Inc., Pipeline Mechanical of Plattsburgh, LLC, and K&L Plumbing & Heating, Inc.) and we received quotes from these companies as of Friday, December 7, 2018.

ENC. 10 CONTINUED

WHEREAS, Section 103 Subdivision 4 of the General Municipal Law provides that in the case of a public emergency arising out of an unforeseen occurrence which affects the life, health or safety of the students of the District, requiring immediate action which cannot await competitive bidding, contracts for equipment in excess of \$20,000 may be let.

WHEREAS, it has been determined that a bona fide public emergency, within the meaning of Section 103 Subdivision 4 of the General Municipal Law, exists and that immediate action for the replacement of the hot water tank could not await competitive bidding of the proposed replacement.

THEREFORE BE IT RESOLVED that, on December 13, 2018, a purchase order will be issued to the lowest bidder authorizing the purchase and installation of the specified hot water heater.

ENC. 11

Recommend that the Board accept the following letters of Resignations:

1. Charley Brunet, Teacher Aide/Student Aide, effective December 8, 2018
2. Trisha Sessums, Teacher Aide/ Student Aide, effective December 6, 2018
3. Kristen Parker, Account Clerk/Typist, effective December 15, 2018

ENC. 12

Recommend that the Board accept the following Leaves of Absence:

1. Diana Aintrazi, one (1) year unpaid medical leave of absence, effective November 20, 2018
2. Jerilynn Lamere, unpaid leave of absence from January 2, 2019- May 17, 2019

ENC. 13

Recommend that the Board terminate the following person in accordance with Civil Service Law:

Name: Kristen Leclair

Position: Teacher Aide/Student Aide (WAF)

Effective Date: November 3, 2018

ENC. 14

Recommend that the Board grant a Permanent Appointment (Civil Service) to the following person(s):

1. Sherika Pulsifer, Teacher Aide/ Student Aide, effective December 12, 2018
2. Cynthia Warner, Teacher Aide/ Student Aide, effective December 12, 2018

**CLINTON-ESSEX –WARREN –WASHINGTON BOCES
CORRECTIVE ACTION PLAN ASSOCIATED WITH THE
2017-2018 ANNUAL INDEPENDENT AUDIT
MANAGEMENT LETTER COMMENTS**

The following illustrates management's corrective action plan for the recommendations rendered in our Management Letter from the 2017-2018 annual independent audit.

Prior-Year [2016-2017 Fiscal Year] Findings

1. Purchasing Procedures

Prior Condition: Through testing of disbursements, we found one instance where the purchase order was dated after the invoice.

Status: This condition remains unchanged as of June 30, 2018.

Recommendation: We recommend that the BOCES review its purchasing procedures and ensure that purchase orders are completed prior to the expenditure, which will require advance planning by divisions to ensure proper processing.

Response: Ongoing efforts are continuously in progress by the Assistant Superintendent of Management Services (ASMS), the Management Services staff, and administrators to minimize these occurrences. Given the nature of business at the BOCES, 100% compliance with this policy is unlikely given the inherent demands associated with ensuring the health and safety of students and staff. However, procedures are in place and shared regularly with staff on the appropriate processes to follow before making a purchase on behalf of CVES. The ASMS and the BOCES purchasing agent handles each non-compliant item on a case-by-case basis. Employees/staff and their supervisors are provided notices of non-compliance and consequential action if there is a reoccurrence of a similar nature. For emergency or "rush" situations, protocols are in place and shared with administrators for appropriate courses of action. These instances are documented on purchase orders.

Contact Person: Assistant Superintendent for Management Services

2. Reserve Plan

Prior Condition: We noted that the BOCES does not have a formal reserve plan in place, which details out the planned funding and use of reserves over the upcoming years.

Status: This condition remains unchanged as of June 30, 2018.

Recommendation: We recommend that management and the Board review the reserves in place and develop a reserve plan.

Response: Funding methodologies for the BOCES' reserves have been in operation for all the reserve for several years. However, a formal long-term plan has not been established in accordance with the NYS Office of the State Comptroller requirements. A formal plan that complies with these requirements will be developed and implemented during the 2018-2019 school year.

Contact Person: Assistant Superintendent for Management Services

3. Extraclassroom Fundraising

Prior Condition: Through inquiry and testing, we noted that there are inconsistencies regarding whether fundraising/sales of items are being run through extraclassroom or curriculum.

Status: This condition was corrected as of June 30, 2018.

4. Adult Education

Prior Condition: We noted that deficits are being run in the Adult Education Co-Sers.

Status: This condition remains unchanged as of June 30, 2018.

Recommendation: We recommend that the BOCES review its Adult Education programs to determine whether the program should be continued or if tuition needs to be increased.

Response: In accordance with the Adult Education Sponsorship agreement, management has reviewed the programs in the adult education budget that have historically shown year-end losses. For the 2018-2019 school year, program changes have been enacted to restructure and discontinue those programs not performing at a breakeven amount.

Contact Person: Assistant Superintendent for Management Services

Current-Year [2017-2018 Fiscal Year] Findings

1. Expenditures

Condition: In review of purchase orders at year-end, we noted one instance where the amount paid exceeded the purchase order due to the fact that a one-time payment was made after year-end. Upon inquiry, we noted that this occurs sporadically at year-end with blanket purchase orders, as there is no review of spending throughout the year.

Recommendation: The BOCES should review charges or request invoices at least semi-annually in order for BOCES to have sufficient time to adjust the purchase order amounts as necessary and ensure only appropriate funds are obligated.

Response: The specific purchase orders in question relate to transportation services purchased from school districts. Historically, invoices are provided to the BOCES in July for the full school year. As usage and availability differs from year-to-year, the amounts billed have sometimes been significantly

less or more than the encumbered purchase order which is based on prior year utilization. Procedures will be implemented to request mid-year invoices to better track annual spending and adjust purchase orders accordingly.

Contact Person: Assistant Superintendent for Management Services

2. Purchase Orders

Condition: In review of purchase orders, we noted several that were liquidated with significant unexpended balances at year-end. This leads to an unexpected surplus of funds that may have been spent on other necessary purchases.

Recommendation: We recommend that departments review their purchase orders by March of each year and ensure that all necessary purchases are made or purchase orders adjusted.

Response: Over the past few years, the BOCES has encountered instances of large encumbered balances left unexpended on open/blanket purchase orders at year-end. This has resulted in unexpected program surpluses that could have been utilized to purchase needed equipment or perform additional facility repairs. Monthly budget analyses are done for each major program area to determine projected program surpluses/deficits at year-end. This analysis includes an examination of open purchase orders, however, efforts will be improved to more closely review and adjust purchase orders for year-end spending plans. In addition, the ASMS will look to assist each division in implementing surplus/deficit spending plans to ensure appropriate educational materials and facilities are provided through available funds.

Contact Person: Assistant Superintendent for Management Services

Board approved December XX, 2018

ENC. 2

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

DRAFT

DATE: November 14, 2018
KIND OF MEETING: Regular Board Meeting
PLACE: Yandon-Dillon Center, Mineville, NY

Board Members Present:

Larry Barcomb
Jane Donahue
Patricia Gero
Evan Glading
Richard Harriman, Sr.
Donna LaRocque
Thomas McCabe
Bruce Murdock
Lori Saunders
Florence Sears
Michael St. Pierre

Board Members Absent:

Leisa Boise
Linda Gonyo-Horne
Richard Malaney
Ed Marin

Executive Officer:

Dr. Mark C. Davey

Board Clerk:

Meaghan Rabideau

Others Present:

Eric Bell
Teri Calabrese-Gray
James McCartney III
Michele Friedman
Bonnie Berry
Jaci Kelleher

MEETING
TO ORDER

The Board President called the meeting to order at 6:42 p.m.

ACKNOWLEDGE-
MENT

Dr. Davey acknowledged and thanked Ms. Linsey Roberts, CVES Cook Manager at the Mineville Campus, for providing the Board's delicious meal this evening. Ms. Roberts explained to the Board that all ingredients used to prepare the meal were provided locally and are part of the farm-to-table philosophy that is used for the students at the Mineville campus. The goal of the program is to use as many local ingredients as possible when preparing meals for the students and for the Board this evening.

EXECUTIVE
SESSION

Mr. Murdock moved, seconded by Mrs. Saunders, that the Board go into Executive Session at 6:44 p.m., for the following reasons: #5 - A matter of collective negotiations pursuant to Article 14 of Civil Service Law (The Taylor Law); #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. #8 - A matter of the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by the school district if such discussion publicly would substantially affect the value thereof; #9 - A matter related to a specific student of the district. Jaci Kelleher, Esq. CVES' attorney from Stafford, Owens, Piller, Murnane, Kelleher & Trombley, PLLC was present to provide legal advice on several matters. The Board reviewed written appeal regarding a request for reimbursement of CV-TEC tuition. Next, a litigation update was shared regarding several final steps of ongoing litigation. Third, an update was provided on the anticipated purchase of property as part of CVES' proposed capital project vote and a draft purchase contract was reviewed. Next, an update was shared on the anticipated next steps for the Director

of Special Education search and utilizing a potential search consultant. Fifth, an update on negotiations was shared and several confidential employee and student updates were reviewed. All Board Members present voted yes—motion carried.

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board come out of Executive Session at 7:52 p.m. All Board Members present voted yes—motion carried.

OPINIONS &
CONCERNS FROM
AUDIENCE

Mr. James McCartney informed the Board that Mr. Tom Aubin, CV-TEC welding teacher, has again been selected as a semi-finalist in the National CTE Teaching Excellence Challenge. Harbor Freight Tools for Schools Prize for Teaching Excellence foundation announced that CV-TEC would receive \$1,000 in recognition of the excellent teaching demonstrated by one of its instructors. This is the second consecutive year that Mr. Aubin has been honored with this award.

BUDGET
COMMITTEE
UPDATE

Dr. Davey reviewed the highlights of the most recent Budget Committee meeting and reviewed several budget development factors including the Capital Project, tax cap projections and Health Insurance. Next, Dr. Davey informed the Board that the committee discussed using enrollment averaging as a new methodology for budgeting next year. Lastly, the Budget Committee timeline was shared with the Board and Dr. Davey indicated that the next Budget Committee meeting will be on December 4, 2018 to review 2018-19 reconciliations and set parameters for the 2019-20 budget.

CAPITAL PROJECT
UPDATE

Dr. Davey acknowledged and thanked Mr. Eric Bell, ASMS, and Ms. Meaghan Rabideau, Board Clerk, as well as many other CVES staff that have been diligently preparing for the upcoming CVES Capital Project Referendum vote on December 11, 2018. Mr. Bell and Mr. Alex St. Pierre, CVES' Network and Systems Coordinator, have been making site visits to component districts recently to verify logistics for each polling site in the vote. The next phase of the Capital Project is to increase media coverage to try and reach as many voters as possible to inform them about the Capital Project. A three-to-four-minute social media video will soon be posted to the CVES website, and a FAQ page has been added to answer many frequently asked questions. There will also be an outreach effort to each component district superintendent to request their help in sharing vote reminders. Reminders have included sharing web links to CVES' capital project for their district's website, requested reminders on their digital exterior sign' and sharing messages with their staff and parents. Lastly, CVES has encouraged reminders on the upcoming Capital Project vote on social media- Facebook, twitter, etc.

PREVIOUS
MINUTES

Mrs. LaRocque moved, seconded by Mr. Murdock, to approve the minutes of the October 10, 2018 Board Meeting as presented. All Board Members present voted yes—motion carried.

CONSENT
AGENDA
FINANCIAL

Mrs. Saunders moved, seconded by Mr. Murdock, to approve the following Consent Agenda Financial items 7a-7k as presented. All Board Members present voted yes—motion carried.

CERTIFICATION
OF WARRANT

(7a) Approve the Certification of Warrant for October 1, 2018 – November 1, 2018, as presented.

TREASURER'S
REPORT

(7b) Approve the Treasurer's Report from September 30, 2018.

DONATIONS

(7c) Approve the following Donations:

1. Donation for the "use of" a CAT Equipment Simulator from Paul Smith's College, with an estimated value of \$0.00. This donation will benefit the Environmental Conservation and Forestry students on instruction using industry leading forestry equipment.
2. Donation of Cuda hot water parts, from Mike Smith, with an estimated value of \$0.00. This donation will benefit the students of the Heavy Equipment classroom.

BUDGET
INCREASES

(7d) Approve the following Budget Increases:

1. On-Line High School budget from \$11,767 to \$15,046 due to anticipated increased participation in on-line high school classes for the 2018-2019 school year. (CV-TEC)
2. School Library System Operating Aid budget from \$96,991.00 to \$102,693.84 for the 2018-2019 school year due to rollover funds from 2017-2018. (Co-Ser F947) (ISC)
3. School Library System Automation Aid budget from \$9,699.00 to \$10,419.44 for the 2018-2019 school year due to rollover funds from 2017-2018. (Co-Ser F949) (ISC)
4. School Library System Supplementary Aid budget from \$47,366.00 to \$51,377.76 for the 2018-2019 school year due to rollover funds from 2017-2018. (Co-Ser F956) (ISC)

CROSS-
CONTRACT
BUDGET

(7e) Approve the following Cross-Contract Budget:

1. Labor Relations – Franklin-Essex-Hamilton BOCES budget in the amount of \$57,493 for the 2018-2019 school year, to accommodate cross contracts with FEH BOCES. (Northeastern-Clinton and Northern Adirondack). (Co-Ser 648 – Management Services)

CROSS-
CONTRACT
BUDGET
INCREASE

(7f) Approve the following Cross-Contract Budget Increase:

1. Substitute Coordination – Franklin-Essex-Hamilton BOCES budget from \$3,530 to \$27,328 for the 2018-2019 school year, to accommodate for additional cross contracts with FEH BOCES. (Beekmantown and Schroon Lake) (Co-Ser 618 – Management Services)

SPECIAL AID
FUND PROJECTS

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

1. Supplemental Nutrition Assistance Program (SNAP) Employment & Training Venture IV special aid fund project in the amount of \$300,000 for the period of October 1, 2018 through September 30, 2019 (pending a fully executed contract with NYS). (CV-TEC)
2. WIOA, Title II, Adult Basic Education & Literacy Services special aid fund project, in the amount of \$60,182, for the period of July 1, 2018 through June 30, 2019. (CV-TEC)
3. Core Rehabilitation Services (CRS) special aid fund project, in the amount of \$299,652, for the period of January 1, 2019 through December 31, 2019 (Pending an approved contract with NYS). (Special Education)

CONTRACTOR/
CONSULTANT
AGREEMENT

(7h) 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 \$35,000. The workshop dates are December 18 & 19, 2018; January 29, 30 & 31, 2019; and March 12, 13 & 14, 2019. (ISC)

CONTRACT
AGREEMENT

(7i) Approve the following Contract Agreement:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and the NYS Education Department for a Core Rehabilitation Services contract through the Office of Adult Career and Continuing Education Services – Vocational Rehabilitation (ACCES-VR). The contract shall be a multi-year agreement commencing January 1, 2019 and ending December 31, 2023 with a projected amount of funding for the entire period of \$1,553,285. The initial contract term commences January 1, 2019 and ends December 31, 2019. The funding amount paid to BOCES for this term shall be \$299,652 (pending approval from the NY State Education Department). (Special Education)

CONTRACT
AMENDMENT
AGREEMENT

(7j) Approve the following Contract Amendment Agreement:

1. Amendment Agreement between Clinton-Essex-Warren-Washington BOCES and the NYS Office of Temporary and Disability Assistance (OTDA) for a contract amendment to fund the Supplemental Nutrition Assistance Program Employment & Training Venture IV Program (“SNAP E&T”) Agreement that runs from October 1, 2016 through September 30, 2021. This modification shall be for funding to support the current program cycle in the amount of \$300,000 for the term of October 1, 2018 through September 30, 2019. (CV-TEC)

SCHOOL
BREAKFAST/
LUNCH RATE
INCREASES

(7k) Approve the following School Breakfast/Lunch Rate Increases:

1. Recommend that the Board adopt the Adult Breakfast cost of \$2.75 (includes sales tax) and Adult Lunch cost of \$4.25 (includes sales tax) for the 2018-2019 school year. These prices are in compliance with the New York State Education Department. (Mineville)
2. Recommend that the Board adopt the following costs for second meals for students. A cost of \$2.25 for a Second Breakfast and \$3.45 for a Second Lunch. First meals are free for students under the Community Eligibility Provision (CEP). (Mineville)

OLD BUSINESS

Audit Committee Meeting minutes from the May 9, 2018 meeting were shared with the Board.

CONSENT
AGENDA
PERSONNEL

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

RESIGNATIONS
FOR THE PURPOSE
OF RETIREMENT
WISTER, SCHAFER

(9a) Accept the following letters of Resignation for the purpose of Retirement:

1. Beth Wister, Visually Handicapped Teacher, Effective June 19, 2018 (health in retirement)
2. Kimberly Schafer, Teaching Assistant, Effective June 27, 2019 (health in retirement)

RESIGNATIONS
ROMEO, BAKER,
JOYCE

(9b) Accept the following letters of Resignation:

1. Maryssa Romeo, Teacher Aide/Student Aide, Effective October 27, 2018
2. Kathy Baker, Teacher Aide/Student Aide, Effective November 2, 2018
3. Robert Joyce, Facilitator, Effective January 15, 2019

FOUR-YEAR
PROBATIONARY
APPOINTMENTS
MERRITT, SELLER

(9c) Appoint the following person(s) to a Four-Year Probationary Appointment as follows:

1. Julie Merritt, Teaching Assistant, Effective November 15, 2018, Annual Base Salary of \$20,841, Prorated Salary of \$15,526.55.
2. Madeline Seller, Teaching Assistant, Effective November 15, 2018, Annual Base Salary of \$20,841, Prorated Salary of \$15,526.55.

(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
WAGNER,
PROVOST

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

1. Jennifer Wagner, Teacher Aide/Student Aide, Effective November 15, 2018, Annualized Salary of \$15,976, Prorated Salary of \$12,042.21.
2. Tina Provost, Teacher Aide/Student Aide, Effective November 15, 2018, Annualized Salary of \$15,976, Prorated Salary of \$12,042.21.

PERMANENT
APPOINTMENTS
FINNEGAN,
KATZFEY,
ROBERTS

(9e) Grant a Permanent Appointment (Civil Service) to the following people:

1. Jordan Finnegan, Teacher Aide/ Student Aide, Effective November 9, 2018
2. Diane Katzfey, Teacher Aide/Student Aide, Effective November 9, 2018
3. Lynsey Roberts, Cook Manager, Effective November 9, 2018

POSITION
INCREASE

(9f) Increase the following position:

1. Andrea Martino-Mott, Coordinator (Autism) – increase from 80% to 100%, Effective December 10, 2018, Old Salary of \$44,141.05, New Salary of \$55,176.31, Prorated Salary of \$30,771.40.

TEMPORARY
GRANT
APPOINTMENT

(9g) Approve the following Temporary Grant appointment from November 1, 2018 – June 30, 2019:

1. Kyle Racette, Work Study Student, not to exceed 160 hours, at the current NYS minimum wage rate (November 15, 2018 – December 30, 2018 at \$10.40/hour; December 31, 2018 – June 30, 2019 at \$11.10/hour)

FACILITATORS

(9h) Approve the following list of Facilitators for the period of July 1, 2018 through June 30, 2019:

Facilitators (\$30.00/hour)

Rhonda Stoffel
Joanne Beaudry

ADDITIONAL
WORK

(9i) Approve the following Additional Work for the 2018-2019 School Year, effective July 1, 2018 – June 30, 2019:

New Employee Mentor

Joelle Lucia stipend per contract (1 additional stipend)

PBIS Coordinator (Mineville)

Celia Briggs stipend per contract

Additional Summer Hours

Janel Kingsley 3 additional hours

Additional Hours as Teaching Assistant until December 14, 2018

Jerilynn Lamere not to exceed 3 hours per week

SUBSTITUTES

(9j) Approve the following list of Substitutes:

<u>Name</u>	<u>Position</u>
Douglas Westover	Teacher
Peter McMillian	Teacher
Aubrin Breyette	Teacher
Kaleigh Hack	Teacher
Duncan Bender	Teacher
Kaleigh Hack	Teaching Assistant
Julie Merritt	Teaching Assistant
Maryssa Romeo	Teacher Aide/Student Aide
Margarett Christian	Teacher Aide/Student Aide
Tina Provost	Teacher Aide/Student Aide
Jennifer Wagner	Teacher Aide/Student Aide

ADULT
EDUCATION
INSTRUCTOR

(9k) Approve the following Adult Education Course Instructors for the 2018-2019 school year:

Adult Education \$28.00/hour

Susan Levaque
Duncan Bender

Adult Education Health Careers \$37.00/hour

Catherine Chauvin

VOLUNTEERS

(9L) Approve the following Volunteers for the 2018-2019 school year:

ISC

Michael Bigelow

Mineville

Dennis Sherman

REVISED POLICY
WAIVE FIRST
READING AND
ADOPT

Mrs. LaRocque moved, seconded by Ms. St. Pierre, to waive the first reading and adopt the following policy:

#9012 Sexual Harassment Policy

All Board Members present voted yes—motion carried.

REVISED
POLICIES –
1st READING

The following revised policies were presented for a first reading:

#6680 Credit Card Policy
#5600 Personal Property Accountability Policy
#5600 E.2 – Lost or Stolen Property Report
#5600 E.3 – Asset Disposal Request
#5600 E.3A – Multiple Asset Disposal Request

ADMINISTRATIVE
PROCEDURE

The Board takes notice of the following Administrative Procedure, which has been developed by the District Superintendent in consultation with our CVES attorney:

1. Intensive Therapeutic Support Program Medication Procedure

COE
ACCREDITATION
RESOLUTION

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

WHEREAS the CVES Board is proud of the CV-TEC Division's commitment to maintaining the highest level of state and national standards for all of its CTE (Career and Technical Education) Programs. The Board applauds CV-TEC's adherence to those high standards and its continued commitment to maintaining the highest level of CTE programming into the future. Therefore, the District Superintendent recommends that the CVES Board adopt the Director of CTE's recommendation that the CV-TEC Division continue to meet the NYS CTE program approvals, pursue CV-TEC's local standards-based evaluations of an equivalent level of state and national standards in new and varying ways moving forward while discontinuing its COE accreditation past the 2018-19 school year. All Board Members present voted yes—motion carried.

CAPITAL PROJECT
REFERENDUM
VOTE
CHAIRPERSON

Mrs. LaRocque moved, seconded by Mrs. Saunders, that the Board appoint Donna LaRocque as Vote Chairperson of the Capital Project Referendum Vote on December 11, 2018. All Board Members present voted yes—motion carried.

CAPITAL PROJECT
REFERENDUM
CHIEF ELECTION
INSPECTOR

Mrs. LaRocque moved, seconded by Mr. Murdock, that the Board appoint Meaghan Rabideau as Chief Election Inspector of the Capital Project Referendum Vote on December 11, 2018. All Board Members present voted yes—motion carried.

CAPITAL PROJECT
REFERENDUM
ELECTION
INSPECTORS/

Mr. Murdock moved, seconded by Mrs. Saunders, that the Board appoint the following list of Election Inspectors/Assistant Clerks for the Capital Project Referendum Vote on December 11, 2018 and corresponding training:

ASSISTANT
CLERKS

Donna Douglas
Phyllis Brown
Harvey Lecuyer
Barbara Stone
Linda Garrant
Dale Mason
Robin Sturgen
Joyce Rovers
Barbara Barry
Joseph Barry
Ronnie Cunningham
Jeanne McMurtry
Terry Trepanier
Cynthia Summo
Heather Dezalia
Brenda Leclair
Robin Stoddard
Robert Cross
David Dorsey
Joanne Podres
Ann Tesar
Lucy Mayo
Audrey Douglas
Kathy Woodward
Manya Dupree
Melissa Woodard
Roger Sturgen
Paula Dew
Thomas Fusco
Carrie Wray
Lucille Frenyea
Marc Gendron
Linda LaMarche
Anne Sanford
Carol Chase
Mary Jane Dedrick
Patricia Hamel
Kim Brown
Jenny Monty
Barbara Ducatte
Maria Pelkey
Edna Bowers
Laura Donaldson
Sheryl Halliday
Jean McKee

Cheryl O'Connor
Sue Liddell
Brenda Drummond
Gwen Goff
Mary Viens
Gail Drinkwine
Cecile McVicker
Krissy Leerkes
Lori Ducharme
Lisa Fisher
Sherry Davis
Gloria Lafountain

All Board Members present voted yes—motion carried.

VOTER
DECLARATION OF
ELIGIBILITY
FORM

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the Voter Declaration of Eligibility Form. All Board Members present voted yes—motion carried. (APPENDIX A - attached)

PROCESS FOR
VOTER
CHALLENGES

Mr. Murdock moved, seconded by Mrs. LaRocque that the Board approve the Process for Voter Challenges. All Board Members present voted yes—motion carried.

PROCESS FOR VOTER CHALLENGES

VOTER QUALIFICATIONS

The qualifications for eligible voters are that, on December 11, 2018 they must be:

1. A citizen of the United States
2. At least 18 years of age
3. A resident within the Clinton-Essex-Warren-Washington BOCES for at least the last 30 days – that is, since at least November 11, 2018.

PROOF OF RESIDENCE

At this vote we are asking persons to provide proof of their residence, such as a driver's license, or a non-driver identification card, a utility bill, or any other proof that the person resides in the BOCES. If they do not have proof of residence, but say that they are qualified to vote, you should use the challenge procedure.

RIGHT TO CHALLENGE

Any voter has the right to challenge the qualifications of any other person to vote. "Challenge" means to question the eligibility of the person. The election officials also have the right to challenge a voter.

CHALLENGE PROCEDURE

When a person does not have proof of residence or is challenged by any other person,

you should:

- Ask the challenged person to read the Voter Declaration of Eligibility and if it is true, to sign it.
- If the challenged person signs the Voter Declaration of Eligibility you must allow them to register (sign the poll list with name and legal residence), give them a ballot and allow them to vote the same as any other voter.

NOTE: (1) It is a misdemeanor to willfully make false declaration of your right to vote at this referendum. Education Law Section 1951(2)(e)., and (2) Casting more than one ballot in this vote would be illegal and would subject any person doing so to appropriate legal action.

DISTRICT
SUPERINTENDENT
AUTHORITY TO
APPOINT
SUBSTITUTE
ELECTION
INSPECTORS/
ASSISTANT
CLERKS

Mr. Murdock moved, seconded by Mrs. Saunders that the Board authorize the District Superintendent to appoint CEWW BOCES employees as substitute Election Inspectors/Assistant Clerks for the CEWW BOCES Capital Project Referendum Vote on December 11, 2018 and to take any other necessary steps related to this assignment. All Board Members present voted yes—motion carried.

ADULT
EDUCATION
INSTRUCTOR

Mr. Murdock moved, seconded by Mrs. Saunders that the Board approve the following Adult Education Course Instructor for the 2018-2019 school year:

Adult Education Health Careers \$37.00/hour
Mallory Mattison

All Board Members present voted yes—motion carried.

RESOLUTION

Mr. Murdock moved, seconded by Mrs. LaRocque that the Board uphold the District Superintendent's application of Policy #4340, and deny the appeal of a student for tuition refund not in compliance with Policy #4340. All Board Members present voted yes—motion carried.

STRATEGIC PLAN
UPDATE

Dr. Davey reminded the Board of the upcoming District Planning Team (DPT) meeting on Monday, December 3, 2018. Brief updates were shared on the school climate and survey sub-committees, which have met and are working on their focus areas.

DISTRICT SUPT.
UPDATE

Dr. Davey shared an update on the Elizabethtown-Lewis CSD and Westport CSD's upcoming centralization vote on December 4, 2018. He noted that in advance of the vote, there will be a media forum held at the Elizabethtown County Government building on November 26, 2018 at 6:00 pm. Dr. Davey will be attending and serving on the panel of experts for the forum. Next, Dr. Davey gave a brief update on the CEWW

Health Insurance Consortium and noted that the Consortium is experiencing a stabilization of costs to revenues but does not have a prediction on potential health insurance premium increases for the 2019-2020 school year. Third, Dr. Davey listed the following upcoming Board professional development opportunities and conferences including

- CEWW School Boards Presentation - "Supporting Student Mental Health by Partnering with Community Agencies" – November 15th, Westside Ballroom
- Rural Schools Association statewide Winter Conference titled "Rural Student Mental Health & Safety" (10 am – 3 pm) – December 14, 2018 – Lake Placid, Crowne Plaza

Lastly, Dr. Davey shared that all of the component district visits as part of the CVES Capital Project initiative have been completed and he thanked Mr. Bell and the Board members who attended their component district's presentations for their support.

NEXT BOARD MEETING

The next Board meeting will be held on Wednesday, December 12, 2018, at the William A. Fritz gymnasium at the Plattsburgh Main Campus. An anticipated Executive Session will begin at 7:30 p.m., with the monthly meeting to follow.

ADJOURNMENT

Mr. Murdock moved, seconded by Mrs. Saunders, to adjourn the meeting at 8:49 p.m. All Board Members present voted yes—motion carried.

Regina R. Saunders, Board Clerk

APPENDIX A

**VOTER DECLARATION OF ELIGIBILITY FORM
Clinton-Essex-Warren-Washington BOCES Capital Project Referendum
December 11, 2018**

Voter Qualifications: Education Law Section 1951 requires that in order to vote at this BOCES Referendum, a person must be (1) A citizen of the United States; (2) Eighteen years of age or more; (3) A resident in the Clinton-Essex-Warren-Washington BOCES for at least the last thirty days.

NOTE: (1) It is a misdemeanor to willfully make false declaration of your right to vote at this referendum. Education Law Section 1951(2)(e)., and (2) Casting more than one ballot in this vote would be illegal and would subject any person doing so to appropriate legal action.

VOTER DECLARATION OF ELIGIBILITY

I do declare and affirm that I am, and have been, for the thirty days last past, an actual resident of the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (CEWW BOCES) that I am a citizen of the United States and at least 18 years of age, and that I am qualified to vote at this meeting.

Dated:

Voter Signature

Print Name

(No. and Street)

(Town/City, State, ZIP Code)

Witnessed: _____
Inspector of Elections

Action Taken: Allowed to vote per statute.

ENC. 3

MEMO

To: Meaghan Rabideau, BOCES Board Clerk
Clinton-Essex-Warren-Washington BOCES
From: Angela Jennette, Claims Auditor
Date: November 30, 2018
Re: Report for Board Agenda for December 12, 2018 Meeting

The following warrant claims were reviewed from November 2, 2018 to November 30, 2018:

<u>Warrant No. & Date</u>	<u>Check Information</u>	<u>Gross Total Amount</u>
W #19 - 11/08/2018	*Check Nos: 221901-222043	\$ 2,713,854.12
W #20 - 11/15/2018	*Check Nos: 222044** 222105-222195**	\$ 863,256.33
W #21 - 11/29/2018	*Check Nos: 222197** 222252-222352	\$ 700,100.20

*Note Includes electronic wire transaction transfers for CVES Disbursements as listed below:

IRS-EFTPS:

PR #9- Wire #941-103118- Warrant #19;
PR #10- Wire #941-111518- Warrant #21;

NYS Promptax:

PR #9- Wire #NYS-103118- Warrant #19;
PR #10- Wire #NYS-111518- Warrant #21;

CEWW BOCES Surplus:

Wire #1718SURPLU- Warrant #19;

Omni Financial Group:

PR #10- Wire #OMN-111518- Warrant #20;
PR #11- Wire #OMN-113018- Warrant #21;

NYS Office of Comptroller ERS Retirement & Loans: PR #8 & 9-Wire #ERS-OCT18- Warrant #19;

Health Insurance Consortium Payments:

11/8/18	\$ 1,585,544.10
11/15/18	\$ 1,534,679.17
11/20/18	\$ 1,552,134.30
11/29/18	\$ 1,910,171.95

****A sequence of all checks including payroll has be verified.**

Internal Claims Auditor
(Signature) Angela Jennette

CC: Eric Bell
Christine Myers

[illegible]

**CLINTON-ESSEX-WARREN-WASHINGTON BOCES
TREASURER'S REPORT - OCTOBER 31, 2018**

I. CHECKING ACCOUNTS

	Cash Balance September 30, 2018	Cash Receipts October	Cash Disbursements October	Cash Balance October 31, 2018	Cash Receipts Year To Date	Cash Disbursements Year To Date	Cash Balance October 31, 2018
TD Bank - Depository							
General Fund	\$ 5,269,515.84	\$ 3,702,743.30	\$ 2,867,364.24	\$ 6,104,894.90	\$ 16,973,299.28	\$ 15,807,163.79	\$ 6,104,894.90
Special Aid Fund	\$ (650,630.35)	\$ 126,306.00	\$ 113,381.86	\$ (637,706.21)	\$ 518,603.31	\$ 926,942.05	\$ (637,706.21)
Trust & Agency Fund	\$ 216,403.33	\$ 35,435.10	\$ -	\$ 251,838.43	\$ 247,077.08	\$ 74,116.09	\$ 251,838.43
School Lunch Fund	\$ (13,615.26)	\$ 4,506.65	\$ 16,822.36	\$ (25,930.97)	\$ 12,788.20	\$ 31,460.44	\$ (25,930.97)
Capital Fund	\$ (1,159.19)	\$ -	\$ -	\$ (1,159.19)	\$ -	\$ -	\$ (1,159.19)
Private Purpose Trust Fund	\$ -	\$ -	\$ -	\$ -	\$ 3,415.52	\$ 3,415.52	\$ -
TD Bank - Operating							
General	\$ 320,425.47	\$ 2,932,638.23	\$ 2,923,042.52	\$ 330,021.18	\$ 16,592,560.85	\$ 16,375,408.42	\$ 330,021.18
SAVINGS ACCOUNTS							
NYCLASS							
Trust Fund Non-Expendable	\$ 11,312.21	\$ 19.87	\$ -	\$ 11,332.08	\$ 72.71	\$ -	\$ 11,332.08
Private Purpose Trust Fund	\$ 10,893.39	\$ 19.16	\$ -	\$ 10,912.55	\$ 70.57	\$ 500.00	\$ 10,912.55
TOTAL CASH ON HAND	\$ 5,163,145.44			\$ 6,044,202.77	\$ 34,347,887.52	\$ 33,219,006.31	\$ 6,044,202.77

II. RECONCILIATION TO BANK STATEMENTS

	October 31, 2018 Bank Balance	Add: Deposits in Transit	Less: Outstanding Checks	October 31, 2018 Cash Balance
TD BANK - MUNICIPAL CHECKING - OPERATING	\$ 567,828.02	\$ -	\$ (237,806.84)	\$ 330,021.18
TD BANK - MUNICIPAL CHECKING - DEPOSITORY ACCOUNT	\$ 5,684,827.94	\$ 7,109.02	\$ -	\$ 5,691,936.96
NYCLASS - SAVINGS, KEITH BROADWELL SCHOLARSHIP	\$ 480.64	\$ -	\$ -	\$ 480.64
NYCLASS - SAVINGS, JONELLE MARIE BUCK SCHOLARSHIP	\$ 680.72	\$ -	\$ -	\$ 680.72
NYCLASS - SAVINGS, JWH SCHOLARSHIP	\$ 11,332.08	\$ -	\$ -	\$ 11,332.08
NYCLASS - SAVINGS, SPELLING BEE SCHOLARSHIP	\$ 16.40	\$ -	\$ -	\$ 16.40
NYCLASS - SAVINGS, CV-TEC ALLIED HEALTH SCHOLARSHIP	\$ 9,734.79	\$ -	\$ -	\$ 9,734.79
GENERAL FUND INTEREST RECEIVED 7/01/17 - 10/31/18				\$ 11,504.39
TOTAL CASH ON HAND				\$ 6,044,202.77

PREPARED BY:



Christine Myers, District Treasurer

DATED:

11/15/18

CLINTON-ESSEX-WARREN-WASHINGTON BOCES
EXTRACLASROOM ACTIVITY FUND
TREASURER'S REPORT

FOR THE PERIOD 10/01/2018 TO 10/31/2018

TITLE OF ACCOUNT	BAL. ON HAND BEG. OF YEAR	BAL. ON HAND BEG. OF MONTH	RECEIPTS FOR MONTH	TOTAL FOR MONTH	TOTAL EXPEND. FOR MONTH	BALANCE ON HAND
SKILLS USA - PLATTSBURGH	4,830.67	5,257.67	2,741.40	7,999.07	2,395.78	5,603.29
SKILLS USA - MINEVILLE	1,028.09	1,028.09	0.00	1,028.09	0.00	1,028.09
NO. COUNTRY LOGGERS	608.58	608.58	0.00	608.58	0.00	608.58
IMAGE MAKERS	0.00	0.00	0.00	0.00	0.00	0.00
REFLECTIONS	247.30	247.30	0.00	247.30	0.00	247.30
LPN CLASS	1,265.06	1,265.06	196.30	1,461.36	0.00	1,461.36
ANIMAL SCIENCE	553.30	553.30	0.00	553.30	553.30	0.00
RAZOR'S EDGE	699.26	699.26	1,578.87	2,278.13	0.00	2,278.13
SALES TAX	9.78	9.78	126.42	136.20	9.78	126.42
TOTAL	9,242.04	9,669.04	4,642.99	14,312.03	2,958.86	11,353.17

10/31/2018 Bank Balance

Add: Deposits in Transit

Less: Outstanding Checks

10/31/2018 Balance on Hand

\$ 9,831.04
\$ (2,195.56)
\$ 3,717.69
\$ 11,353.17

CHRISTINE MYERS, DISTRICT TREASURER

11/19/18
DATE

COPY

RENEWAL OF TRANSPORTATION AGREEMENT

WHEREAS, the Clinton-Essex-Warren-Washington Counties Board of Cooperative Educational Services, with its principal place of business at P.O. Box 455, 518 Rugar Street, Plattsburgh, New York, 12901 ("BOCES") and AuSable Valley Central School District existing under and by virtue of the laws of the State of New York, with its principal place of business at 1273 Route 9N, Clintonville, New York 12924, ("District") entered into a Transportation Agreement for the period of September 1, 2010 through June 30, 2011; and

WHEREAS, under the terms of the Agreement, the BOCES and the District may agree to extend the terms of the Contract on an annual basis, and the parties desire to do so;

NOW THEREFORE, the parties agree as follows:

1. BOCES and the District shall continue the terms of the Transportation Agreement for the additional period of September 1, 2018 – June 30, 2019.
2. All other terms and conditions including Exhibit A shall remain the same.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as follows:

Clinton-Essex-Warren-Washington
Board of Cooperative Educational
Services

AuSable Valley Central School District

By: _____
Larry Barcomb
Board President

By: _____
Mr. Paul Savage
Superintendent of Schools

By: _____
Mark C. Davey
District Superintendent

Date: 11/8/18

Date: _____

AuSable Valley Central School

Allied Health Fee Calculation 2018-2019

Total Transportation Expenses for Current Year (General Fund)			Actual Additional Expense for Providing Service	
Budgeted Totals (Combined)			Personnel:	
Salaries:			Trips AM	1
	A5510.16	\$ 1,135,531	Trips PM	1
	A5530.16	0	Trips Per Day	2
Equipment:			Buses Per Day	2
	A5510.20	0	Days Per Year	180
	A5530.20	0	Trips Per Year	360
Contractual:			Pay Per Trip	\$ -
	A5510.40	74,500	Annual Salaries	\$ 8,483
	A5530.40	31,380	Fringe Multiplier	1.2325
Materials & Supplies:			Salary & Fringe	\$ 10,370
	A5510.45	357,250	Other Fringe	0
	A5530.45	4,900	Total Cost	\$ 10,370
BOCES			Bus Operation:	
	A5510.49	11,200	Anticipated Miles	3,600
Trans. Fringe Benefits			Average Cost Per Mile (fuel, Maint)	1.04
	Fica	86,868	Total Cost	\$ 3,744
	Retirement	170,330	Total Service fee	
	Work Comp	6,813	Administrative Allowance:	
	Health	630,794	Superintendent's Salary	\$ 181,381
	Life	-	Business Official's Salary	123,162
	Other	-	Trans. Supervisory Salary	76,833
Bus Financing Debt:			Total	381,376
	A9702.6+7	320,000	Percentage Allowance	0.015
Total Costs		2,829,566.00		\$ 5,721
Total Miles		460,000	Mileage Allowance:	
Rate Per Mile		\$ 6.15	Anticipated Miles	3,600
			Rate Per Mile	\$ 6.15
				\$ 22,140
			Total Service Fee	\$ 27,861

ENC. 15

Recommend that the Board approve the following list of Substitutes for the 2018-19 school year:

<u>Name</u>	<u>Position</u>
Elora Romano	Substitute Teacher
Elaine Rubal	On Call Occupational Therapist

ENC. 16

Recommend that the Board approve the following Volunteers for the 2018-2019 school year:

Mineville
Lucy Dufault
Starla Monette
Janet Treadway

ENC. 17

Revised Policy - 1st Reading
#6630 Audit Committee Charter

ENC. 18

Recommend that the Board adopt the following Revised Policies:

#6680 Credit Card Policy
#5600 Personal Property Accountability Policy
#5600 E.2 – Lost or Stolen Property Report
#5600 E.3 – Asset Disposal Request
#5600 E.3A – Multiple Asset Disposal Request

ENC. 19

Recommend that the Board appoint the following list of Head Election Inspectors/Assistant Clerks & Election Inspector/Assistant Clerk for the Capital Project Referendum Vote on December 11, 2018 and corresponding training:

Head Election Inspectors/Assistant Clerks

Phyllis Brown	Robin Sturgen
Joyce Rovers	Jeanne McMurtry
Lori Ducharme	Cynthia Summo
Ann Tesar	Kathy Woodward
Manya Dupree	Thomas Fusco
Marc Gendron	Kim Brown
Barbara Ducatte	Enda Bowers
Jean McKee	Brenda Drummond
Gail Drinkwine	

Election Inspector/Assistant Clerk

Caroline Thompson

Clinton-Essex-Warren-Washington BOCES

6630

**Recommend Revise Policy
1st Reading**

Audit Committee Charter

Audit Committee Authority

Pursuant to resolution made on December 7, 2005, the ~~Board of Education of the Clinton-Essex-Warren-Washington Board of Cooperative Educational Service CVES Board (the Board)~~ has established an audit committee to assist the Board of Education in the oversight of both the internal and external audit functions. The requirement to create an audit committee was established by Education Law §2116-c. According to §2116-c (4), the role of an audit committee shall be advisory and any recommendations it provides to ~~the Board~~ shall not be substituted for any required review and acceptance by the Board of Education.

Mission

The ~~Board of Education of the Clinton-Essex-Warren-Washington BOCES~~ has established an audit committee to provide independent assistance to ~~the Board~~ in the oversight of the following matters:

- Assist ~~the Board~~ in providing oversight of the internal and external audit functions, including the appointment of the internal and external auditors.
- Oversee the competitive Request for Proposal Process (RFP) used to solicit quotations for the District's annual external audit.
- Review corrective action plans and necessary improvement based on audit findings and recommendations received from external and internal auditors.
- Provide a communications link between the external and internal auditors and the Board.

Composition and Requisite Skills

The ~~Clinton-Essex-Warren-Washington BOCES CVES~~ Audit Committee is comprised of at least three board members.

The Committee members collectively should possess the expertise and experience in accounting, auditing, financial reporting and school district finances needed to understand and evaluate the school district's financial statements, the external audit of those statements and the district's internal audit activities. Accordingly, the Audit Committee's members should:

- Possess the requisite skills and experience necessary to understand technical and complex financial reporting issues.
- Have the ability to communicate with, and offer advice and assistance to, public finance officers and auditors.
- Be knowledgeable about internal controls, financial statement audits and management/operational audits.

Duties and Responsibilities

The duties and responsibilities of the ~~Clinton Essex Warren Washington BOCES~~ CVES Audit Committee include the following:

- **External Audit Focus**
 - Recommend selection of the external auditor to the Board of ~~Education~~.
 - Meet with the external auditor prior to commencement of the audit.
 - Review and discuss with the external auditor any risk assessment of the district's fiscal operations developed as part of the auditor's responsibilities under governmental auditing standards for a financial statement audit and federal single audit standards, if applicable.
 - Review the external auditor's assessment of the district's system of internal controls.
 - Receive and review the draft annual audit report and accompanying draft management letter and, working directly with the external auditor, assist the Board of ~~Education~~ in interpreting such documents.
 - Make a recommendation to the Board of ~~Education~~ on accepting the annual audit report.
 - Review any corrective action plan developed by the school district and assist the Board of ~~Education~~ in the implementation of such plans.
- **Internal Audit Focus**
 - **Make annual recommendations to the Board to conduct internal audit or elect annual audit exemption, when applicable.**
 - Make recommendations to the Board of ~~Education~~ regarding the appointment of ~~the an~~ internal auditor.
 - Assist in the oversight of the internal audit function.
 - Review the annual internal audit plan to ensure that high risk areas and key control activities are periodically evaluated and tested.
 - Review the results of internal audit activities and significant recommendations and findings of the internal auditor.
 - Monitor implementation of the internal auditor's recommendations by management.
 - Provide input on the performance evaluation of the internal auditor.
- **Administrative Matters**
 - Hold regularly scheduled meetings.
 - Administer other related duties as prescribed by the Board of ~~Education~~.
 - Monitor Information Technology (IT) controls and safeguards.
 - Review and revise the Audit Committee Charter.

Membership

The membership duties of the ~~Clinton-Essex-Warren-Washington~~ BOCES CVES Audit Committee include the following:

- **Good Faith** – Members of the Committee shall perform their duties in good faith, in a manner they reasonably believe to be in the best interests of the Committee and CVES ~~the District~~ with such care as a generally prudent person in a similar position would use under similar circumstances.
- **Independence** – Only current board members of ~~the Clinton-Essex-Warren-Washington~~ BOCES CVES are eligible to be an Audit Committee member:
- **Confidentiality** – During the exercise of duties and responsibilities, the Committee members may have access to confidential information. The Committee shall have an obligation to CVES ~~the district~~ to maintain the confidentiality of such information.

Meetings and Notification

The ~~Clinton-Essex-Warren-Washington~~ BOCES CVES Audit Committee shall meet a minimum of four times each year. An agenda of each meeting should be clearly determined in advance and the Audit Committee should receive supporting documents in advance, for reasonable review and consideration. Any member of the Board of Education, who is not a member of the Audit Committee, may attend audit committee meetings if authorized by a resolution of the Board.

The Audit Committee shall prepare minutes of each meeting. At a minimum, the minutes will include the following:

- Copies of the meeting agenda
- Date, attendance and location of the meeting
- Brief summary of the topics discussed (to be shared with all board members)
- Copies of materials discussed or presented at the meeting
- A record of all actions or recommendations agreed to by the Committee

Decision-Making Process

All decisions shall be reached by consensus of those members present at the meeting. Consensus is defined as an acceptable solution that all can agree to support. If consensus cannot be reached, polling of the Audit Committee will take place and simple majority will rule. A quorum constitutes a simple majority of the total membership.

Reporting Requirements

The ~~Clinton-Essex-Warren-Washington-BOCES~~ CVES Audit Committee has the duty and responsibility to report its activities to the Board of ~~Education~~. Periodic written reports of Audit Committee activities are an important communication link between the Audit Committee and the Board on key decisions and responsibilities. The Audit Committee's reporting requirements are to:

- Report on the scope and breadth of committee activities so that the Board of ~~Education~~ is kept informed of its work.
- Provide minutes of meetings and work sessions which clearly record the actions and recommendations of the Committee.
- Report on their review of the District's annual audit report and accompanying management letter and their review of significant findings and recommendations of the internal auditor.
- Report on suspected fraud or abuse or material defects in the internal control systems.
- Report on material or significant non-compliances with laws or ~~District~~ CVES policies and regulations.
- Report on any other matters that should be disclosed to the Board of ~~Education~~.

Review of the Charter

The ~~Clinton-Essex-Warren-Washington-BOCES~~ CVES Audit Committee shall assess and report to the Board of ~~Education~~ on the adequacy of this Charter ~~no less than~~ on an annual basis or as necessary. Charter modifications, as recommended by the Audit Committee, should be presented to the Board of ~~Education~~ in writing for their review and action.

~~Adopted May 11, 2011~~

CVES MISSION

Champlain Valley Educational Services empowers students, schools and communities by providing exemplary education, training, support and shared services.

MEMORANDUM

TO: Mark Davey

FR: Teri Calabrese-Gray

DA: November 30, 2018

RE: December 2018 Board Report

ANNUAL PROFESSIONAL PERFORMANCE REVIEW ANNOUNCEMENT

In November, Chancellor Betty A. Rosa, on behalf of the Board of Regents, directed Commissioner MaryEllen Elia and NYSED to present a proposed regulation to [extend the moratorium](#) delinking student assessments from teacher evaluations for one year through 2019-20. NYSED will continue its work to gain feedback from teachers, educators, parents, and other stakeholders as it looks to reform the evaluation system. An APPR Task Force has been formed to review the current APPR regulations and process to determine if changes need to be made, and if so, will it need legislative action. The first meeting was held last week and they have three webinars, along with one additional face-to-face meeting planned. ISC personnel will continually provide updates to administrators and teachers across the region.

MAKING STUDENT MENTAL HEALTH A PRIORITY ACROSS THE NORTH COUNTRY

More than 70 board members across the region attended our most recent CEWW School Boards Meeting. School personnel and community and agency partners provided attendees with an overview of programs and services that are being implemented in our schools and communities in Essex and Clinton Counties. It is time to talk openly about mental health and how it is just as important as our physical well-being.

A few facts included:

- An estimated 32 percent of adolescents have an anxiety disorder, according to the National Institute of Mental Health.



- Twelve percent of youth between the ages of 12 and 17 say they have experienced one major depressive episode in the past year, according to the U.S. Department of Health & Human Services.
- The suicide rate among teenagers has been steadily on the rise since 2007. It's gone up 30 percent among 15- to 19-year-old boys and doubled among girls, according to data from the federal Centers for Disease Control and Prevention. It's the second leading cause of death in that age group.
- Just 20 percent of students diagnosed with mental disorders receive mental-health services.

Why are mental-health issues among students on the rise? Social media is frequently cited as a potential cause. Research has shown a correlation between social media use and depression among teenagers. Another theory is that fear of school shootings is driving up anxiety among students. And there's the notion that there's more animosity in the news, politics, and society in general.

Something to look out for when concerned that a person may be suicidal is a change in behavior or the presence of entirely new behaviors. This is of sharpest concern if the new or changed behavior is related to a painful event, loss, or change. Most people who take their lives exhibit one or more warning signs, either through what they say or what they do.

If a person talks about:

- Killing themselves
- Feeling hopeless
- Having no reason to live
- Being a burden to others
- Feeling trapped
- Unbearable pain

Behaviors that may signal risk, especially if related to a painful event, loss or change:

- Increased use of alcohol or drugs
- Looking for a way to end their lives, such as searching online for methods
- Withdrawing from activities
- Isolating from family and friends
- Sleeping too much or too little
- Visiting or calling people to say goodbye
- Giving away prized possessions
- Aggression
- Fatigue



People who are considering suicide often display one or more of the following moods:

- Depression
- Anxiety
- Loss of interest
- Irritability
- Humiliation/Shame
- Agitation/Anger
- Relief/Sudden Improvement

Students in foster care are also at greater risk of anxiety and depression, not to mention the opioid crisis which is putting a strain on students' mental health.

We will continue to collaborate across our districts and agencies to address mental health and focus on strengthening relationships with students to address their overall mental health and increase resiliency.

CVES MISSION

Champlain Valley Educational Services empowers students, schools and communities by providing exemplary education, training, support and shared services.

TO: Dr. Mark C Davey
FROM: Michele M. Friedman
DATE: December 3, 2018
RE: December 2018 Board Report



CV-TEC Teacher, Tom Aubin Selected as a Semi-Finalist in National CTE Teaching Excellence Challenge for Two Consecutive Years!

Harbor Freight Tools for Schools Prize for Teaching Excellence foundation announced that CV-TEC would receive \$1,000 in recognition of the excellent teaching demonstrated by one of its instructors. Mr. Tom Aubin, a 34-year veteran welding teacher, was recently selected as one of 54 semi-finalists in a national competition of almost 700 Career and Technical Education (CTE) teachers. **This is the second consecutive year that Mr. Aubin has been honored with this award.**

In order to be eligible for a Harbor Freight Tools for Schools Prize for Teaching Excellence, Mr. Aubin was required to watch professional development videos, to read professional development articles, to document his teaching proficiency and to document his technical content knowledge.

According to Harbor Freight the company's criteria for defining an "excellent" program includes "one led by a teacher who clearly loves the subject matter and is both highly knowledgeable and skilled; whose curriculum is matched to a relevant career pathway and future work choices; is designed to flow seamlessly into next-step options, whether to employment or college; encourages exploration and experimentation among students in a safe environment; and connects students to new relationships and worlds outside the classroom."

Harbor Freight Tools for Schools, LLC supports the advancement of skilled trades' education in America, born out of its founder's deep respect for the dignity of these fields and for the intelligence and creativity of people who work with their hands. This charitable initiative was created to foster and shine a light on excellence in skilled trades education in American public high schools, and it aims to stimulate greater understanding, support and investment by public entities and others. Top-notch skilled trades education in high school offers pathways to graduation, opportunity, good jobs and a workforce our country needs. Harbor Freight Tools for Schools was founded by Eric Smidt, co-founder, owner and CEO of national tool retailer Harbor Freight Tools, and is now one of the philanthropic programs of The Smidt Foundation.

Council on Occupational Education National Annual Meeting

The 47th Annual Meeting of the Council on Occupational Education was held in Jacksonville, Florida on November 7-9, 2018. Mr. James McCartney attended the Annual Meeting to meet the responsibilities of CV-TEC's accreditation status. Several workshops and sessions were attended outlining accreditation eligibility, reporting and best practices.

SkillsUSA Members Attend Fall Leadership Conference

Fifteen CV-TEC students and four CV-TEC faculty members from both our Plattsburgh and Mineville Campuses attended the Annual NYS SkillsUSA Fall Leadership Conference held on November 4th – 6th, 2018 in Albany, NY. The Fall Leadership Conference was impressive, with ALL students participating in leadership activities and doing their very best. Students were also taken on a tour of the New York State Capitol Building. During the tour they learned the history of the construction of the building as well as were able to see where their elected officials meet and hold Legislative Sessions.

CV-TEC Mineville:

Russell Gallo- Ticonderoga
Zachary LaBounty- Ticonderoga
Kelsey Thompson- Ticonderoga
Kaelyn Rice- Ticonderoga
Cassidy Roy- Westport
Amber Peer-Lee- Crown Point
Darin Sherman- Moriah
Shawn Ryan- Advisor
Maria Spadafora- Advisor

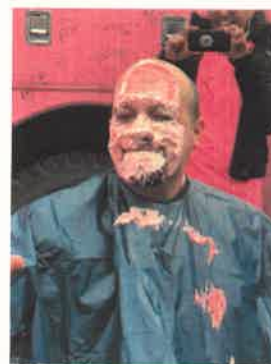
CV-TEC Plattsburgh:

Samantha Mosier-NCCS
Donald Seymour-NCCS
Michelle Martineau-Peru
Damien Zuckerberg-Peru
Jonathin Ashline-Plattsburgh
Zachary Bushey-Beekmantown
Dana Richards-Beekmantown
Josiah Roberts-Chazy
Mark Brown- Advisor
Dana Grant- Advisor



CV-TEC GOES PINK for Breast Cancer Awareness Month

CV-TEC along with the Guardians of the Ribbon showed their support for Breast Cancer Awareness Month on October 29, 2018. Activities, including "Whip Cancer In the Face", were planned throughout the month resulting in a \$1915.00 donation from CV-TEC to the Guardians of the Ribbon.



CVES MISSION

CVES, in partnership with local school districts and their communities, the Board of Regents and the Commissioner of Education, will be a leader in providing quality, cost-effective programs and services that support school districts and their communities to achieve higher standards through enhanced educational opportunities.

To: Dr. Mark Davey, District Superintendent
From: Bonnie Berry, Interim Director of Special Education
Date: December 2018
Re: Board of Cooperative Educational Services Report

Bonnie Berry

Special Education Division Highlights:



Polar Plunge for Special Olympics – Freezin' for a Reason

November 17th at noon on the Plattsburgh City Beach, many faced the snow and cold to plunge into Lake Champlain to raise money for the Special Olympics. In collaboration with FOP Lodge 999, the CVES Bulldogs team raised over a \$1000. Thank you to our nurses, with the assistance of ITSP students, for the raffle of

donated items to raise \$331. A big thanks to Deputy Hilliker for organizing this and to Board Member Lori Saunders for braving the cold water. She has been a part of this for many years! I paid for a student to plunge for me and he did! Great going for Ms. Christiansen and Mr. Upham and many other staff members who braved the cold water, it was a beautiful sunny day.



PBIS Award Ceremony with a New Twist at WAF

Always striving for continuous improvement, the PBIS Committee held the First Quarter Awards Assembly with a variation in presentation. Four sessions were offered, and teachers signed up for the one that best fit their schedule. Awards were created by and distributed by the teachers. Afterwards, students had the opportunity to dance to music and respond to a movement activity. One teacher noted, "Many kids were able to get their energy out and even moved more than they do in gym class." Feedback indicated that an area for improvement is perhaps making the Awards Presentation

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a bit more formalized. We welcome all ideas to move our progress forward so that our Second Quarter Event can be even better.

SomaBeats – Another of Our Wellness Initiatives for Students and Staff



November 19th our elementary students were able to enjoy some drumming and dancing with SomaBeats. Staff joined in and Joanna volunteered to do a session of drumming with staff after school. The purpose of SomaBeats is to inspire personal growth and self-discovery with smiles and laughter. Johanna will visit Mineville in December.



Autism Classes Prepare a Tree for the Festival of Trees in the Mall



The Autism program classrooms participated in the Festival of Trees at the mall. The Festival of Trees is a fundraiser that benefits our local ARC. The Autism classrooms worked together to create Christmas ornaments with the students in to decorate the tree. The tree was decorated with all the student made ornaments and gift cards donated by administrators and staff members. The trees will be on display in the mall out side of Gander Outdoors until the drawing on December 1.



Book Fair - Enchanted Forest



Our scholastic Book Fair was held from November 19th – 29th, thanks to our Teaching Assistant, Allison Bola, who has taken the leadership role in setting up and hosting classes to visit the fair. Parents were welcomed to visit the Book Fair in the morning or afternoon. Students browse and make a wish-list of their most hoped for books. Our profit from the fair is in books. Each student will receive a free book at Holiday time. There is happiness in the air when children get excited about books!

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Building Knowledge of our Community Resources



On November 15, representatives of OPWDD and ACCES-VR spoke to our professional staff about eligibility, procedures, and services offered to families of children with disabilities. This information is critical to our staff since we serve many students with developmental disabilities who may qualify for outside agency support. Thanks to Tonya Robinson, our Work Experience Coordinator, for giving us the opportunity to make sense of a complex web of community offerings.

Shopping for a Family

Mineville Elementary students shopped for ingredients with staff donations to put together for a Thanksgiving meal for a local family.



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Thanksgiving Celebration At Mineville



Staff and Students celebrate Thanksgiving by sharing a meal together. Students share what they are thankful for by adding a feather to the turkey! The staff brings in covered dishes to share and the students decorate the conference room for the holiday. Collaboration!



CEWW BOCES
SPECIAL AID FUND PROGRAMS REVIEW
STATUS EVALUATION
2018/2019

Coser	921-2019	925-2019	927-2018	947-2019	949-2019	950-2019	951-2018
Program Description	NSLP Equipment Assistance	RSE-TASC	Core Rehabilitation Services	SLS Operating Aid	SLS Categorical Aid for Automation	EPE	HSE Test Administration
Approved Budget	\$ 14 152	\$ 214 530	\$ 241 252	\$ 96 991	\$ 9 699	\$ 382 250	\$ 6 659
Revenue Available/Earned	\$ 14 152	\$ -	\$ 248 482	\$ 96 991	\$ 9 699	\$ 107 842	\$ 3 875
Prior Year Rollover	-	-	81 039	5 703	720	-	1 967
Expenditures to-date	(4 225)	(22 858)	(222 114)	(32 465)	(2 434)	(119 040)	(6 081)
Est.Encumbrances to-date (including indirect cost)*	(9 927)	(2 117)	(42 922)	(61 035)	(5 681)	(223 484)	(405)
Unexpended Balance	\$ -	\$ (24 975)	\$ 64 485	\$ 9 194	\$ 2 304	\$ (234 682)	\$ (644)

Percentage Utilized 100% 12% 82% 91% 78% 90% 75%

Grant Program Ending: 7/31/2019 6/30/2019 12/31/2018 6/30/2019 6/30/2019 6/30/2019 12/31/2018

Finance Approval Obtained: 8/13/2018 11/6/2018 12/17/2014 6/8/2018 7/2/2018 9/13/2018 1/16/2018

Director: Bell Gray Gray Berry Gray Friedman Friedman Friedman

Coser	952-2019	954-2019	956-2019	959-2018	959-2019	963-2019	992-2017
Program Description	WIOA, Title II, Adult Basic Ed	Perkins IV Basic	SLS Supplemental Operating Aid	SNAP Employment & Training Venture IV	SNAP Employment & Training Venture IV	North Country Region Career Pathways II	NYS Dept of Criminal Justice Cyber Safety
Approved Budget	\$ 60 182	\$ 111 473	\$ 47 366	\$ 109 580	\$ 300 000	\$ 140 000	\$ 68 571
Revenue Available/Earned	\$ 60 182	\$ 111 473	\$ 47 366	\$ 119 944	\$ -	\$ 47 250	\$ 68 571
Prior Year Rollover	-	-	4 012	-	-	12 955	-
Expenditures to-date	-	(26 731)	(19 388)	(82 848)	-	(115 009)	(63 718)
Est.Encumbrances to-date (including indirect cost)*	(58 094)	(77 590)	(15 258)	(26 732)	-	(24 991)	-
Unexpended Balance	\$ 2 088	\$ 7 152	\$ 16 732	\$ 10 364	\$ -	\$ (79 795)	\$ 4 853

Percentage Utilized 97% 94% 67% 100% 0% 92% 93%

Grant Program Ending: 6/30/2019 6/30/2019 6/30/2019 9/30/2018 9/30/2019 3/31/2019 3/31/2019

Finance Approval Obtained: 10/22/2018 8/6/2018 6/8/2018 2/9/2017 11/30/2018 6/13/2018 2/4/2016

Director: Friedman Friedman Gray Gray Friedman Friedman Friedman Gray

*Includes total unpaid salary and related benefits allocated to the program through year-end.

**Project Finance Approval Pending with Agency.