

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 AT THE INSTRUCTIONAL SERVICES CENTER IN PLATTSBURGH ON FEBRUARY 13, 2019, PROPOSED EXECUTIVE SESSION AT 6:30 PM – MEETING AT 7:30 P.M.

- | | |
|-----------|--|
| 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 |
| Action | 4. BOARD OF COOPERATIVE EDUCATIONAL SERVICES BUDGET PRESENTATION –
Dr. Davey & Mr. Eric Bell
--Review Highlights from 1/24/19 Budget Committee Meeting & 2019-20 Draft Rates
--Board Approval to Print 2019-20 Educational Program & Fiscal Plan (Enc. 1) |
| No Action | 5. AUDIT COMMITTEE HIGHLIGHTS/UPDATE -- Mr. Eric Bell |
| No Action | 6. STRATEGIC PLAN MID-YEAR UPDATE – Dr. Davey |
| No Action | 7. CAPITAL PROJECT UPDATE --Dr. Mark Davey & Mr. Eric Bell |
| Action | 8. MINUTES OF PREVIOUS MEETING |
| | a. January 17, 2019 (Enc. 2) |
| | 9. 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 Increase (Enc. 6) |
| Action | e. Cross Contract Budget (Enc. 7) |
| Action | f. Cross Contract Budget Increases (Enc. 8) |
| Action | g. Special Aid Fund Project (Enc. 9) |
| Action | h. Contractor/Consultant Agreement (Enc. 10) |
| Action | i. Memorandum of Agreements (Enc. 11) |
| Action | j. Letter of Agreement (Enc. 12) |
| Action | k. Proposal (Enc. 13) |
| | 10. OLD BUSINESS |
| No Action | a. None this month |

11. CONSENT AGENDA PERSONNEL

- Action a. Resignations (Enc. 14)
- Action b. Four-Year Probationary Appointment (Enc. 15)
- Action c. Civil Service Probationary Appointments (Enc. 16)
- Action d. Tenure Appointment (Enc. 17)
- Action e. Permanent Appointment (Enc. 18)
- Action f. Salary Adjustments (Enc. 19)
- Action g. Adult Education Instructors (Enc. 20)
- Action h. Facilitator (Enc. 21)
- Action i. Substitutes (Enc. 22)
- Action j. Volunteers (Enc. 23)
- Action k. Authorization of Individual to Collect Money (Enc. 24)

12. BOARD OF COOPERATIVE EDUCATIONAL SERVICES

- Action a. Request for Approval to Attend Conference/Workshop (Enc. 25)

13. NEW BUSINESS

- No Action a. None this month

No Action 14. DISTRICT SUPERINTENDENT'S UPDATE

No Action 15. OTHER

No Action 16. NEXT BOARD MEETING

Wednesday, March 13, 2019, at the Yandon-Dillon Center in Mineville – Proposed Executive Session at 6:30 p.m. – Meeting at 7:30 p.m.

No Action 17. REPORTS FROM DIRECTORS (Enc. 26)

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

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 grant approval to have the 2019-20 CVES Educational Program and Fiscal Plan printed to share with Component School Districts.

ENC. 2

Recommend that the Board approve the Draft Minutes from the January 17, 2019 Board meeting. (attached)

ENC. 3

Recommend that the Board approve the Certification of Warrant for December 14, 2018 to February 1, 2019. (attached)

ENC. 4

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

ENC. 5

Recommend that the Board approve the following Donations:

1. For Our Student Stipend Fund:

Pepsi (December 2018)	125.44
United Way (December 2018)	32.27
Pepsi (January 2019)	69.22
United Way (January 2019)	<u>32.26</u>

TOTAL - \$ 259.19

1. Donation of \$250.00 from the SeaComm Federal Credit Union. This donation will benefit the SkillsUSA Club at the Plattsburgh Campus.

2. Donation of 1988 GX 195 Glastron Boat & Trailer from Mr. William Nohilly, with an estimated value of \$1,750.00. This donation will benefit the Marine Technology Classroom and is intended for resale.

2. Donation of \$500.00 from The Plattsburgh Rotary Club. This donation will benefit the Special Education Backpack Program.

ENC. 6

Recommend that the Board approve the following Budget Increase:

1. High School Equivalency Test Administration special aid fund project budget from \$6,659 to \$6,831.83, for the period of January 1, 2018 through December 31, 2018, due to additional revenue in the amount of \$172.83. (CV-TEC)

ENC. 2

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

DRAFT

DATE: January 17, 2019
KIND OF MEETING: Regular Board Meeting
PLACE: Yandon-Dillon Center, Mineville, N

Board Members Present:

Larry Barcomb
Patricia Gero
Richard Harriman, Sr.
Richard Malaney
Ed Marin
Thomas McCabe
Bruce Murdock
Lori Saunders
Florence Sears
Michael St. Pierre

Board Members Absent:

Leisa Boise
Jane Donahue
Evan Glading
Linda Gonyo-Horne
Donna LaRocque

Others Present:

Eric Bell
Teri Calabrese-Gray
James McCartney III

Executive Officer:

Dr. Mark C. Davey

Board Clerk:

Meaghan Rabideau

MEETING
TO ORDER

The Board President called the meeting to order at 6:40 p.m.

EXECUTIVE
SESSION

Mr. Murdock moved, seconded by Mrs. Saunders, that the Board go into Executive Session at 6:41 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 publicity would substantially affect the value thereof; #9 - A matter related to a specific student of the district. The Board was provided an update on a settlement agreement needing re-approval at this Board meeting as well as several other legal matters. Next, an update was provided on upcoming negotiations. Third, several Capital Project items were discussed including the next steps for the purchase of CVES' Satellite Campus, and upcoming contractual approvals which will be recommended to the Board for approval. Lastly, several specific student matters were discussed, and the session concluded with several confidential employee updates. All Board Members present voted yes—motion carried.

Mr. Murdock moved, seconded by Mrs. Saunders, that the Board come out of Executive Session at 7:28 p.m. All Board Members present voted yes—motion carried.

OPINIONS &
CONCERNS FROM

Mrs. Teri Calabrese-Gray informed the Board that Mr. Bob Joyce, who has been employed with CVES since 1954, retired in early January after almost 65 years of

AUDIENCE

OPINIONS &
CONCERNS FROM
AUDIENCE
CONTINUED

service. He originally retired as Assistant Superintendent in 1991, and then worked part-time for CVES for the last 28 years. Mr. Joyce worked in several different part-time capacities over the years, most recently as a Facilitator of FM Communications. Deputy Tracey Hilliker, CVES's School Resource Officer (SRO) also recently retired. Dr. Davey acknowledged her years of service at CVES as well as shared a video with the Board of her final send off with the Clinton County Sheriff Department. The new School Resource Officer will be Deputy Danielle Coonradt and she has been welcomed to her new assignment at CVES. Mr. James McCartney then informed the Board that Mr. Tom Aubin, CV-TEC Welding teacher, won for the second year in a row a Harbor Freight Award of \$1,000 to use towards supplies for his classroom. Mr. McCartney also discussed that several CV-TEC programs were identified by the New York State Education Department as model programs for the Southern Region Education Board (SREB) as part of a National Survey. The programs identified were Security & Law Enforcement, Allied Health and Welding. Lastly, Mr. McCartney shared with the Board that February is National CTE month and that more information would be forthcoming.

CAPITAL PROJECT
UPDATE

Dr. Davey and Mr. Eric Bell shared a Capital Project update with the Board outlining next steps following the successful project vote in December. There have been meetings of the Owner-Architect-Construction Manager (OACM) group to confirm and outline the planned timeline, divisional committees, design, and submittal steps to SED. The group also discussed third party review of the project, which could expedite the review process with SED and provide potential savings to CVES. The planned goal is to submit the design to SED by August 2019 and bid the project by January/February 2020. This timeline would allow the project's construction to begin in May 2020. Next, Mr. Bell discussed the Joint Finance Agreement that will be sent to each component district for their Boards to approve and sign. Third, Mr. Bell shared with the Board that in-house capital projects are planned to be on the February or March Board agenda. This planned approval will allow CVES to begin working on items that were initially removed from the larger Capital Project. Lastly, Dr. Davey discussed potential efforts to encourage further consideration and approval of the BOCES Capital Exclusion in the upcoming 2019 legislative session.

PREVIOUS
MINUTES

Mr. Murdock moved, seconded by Mrs. Saunders, to approve the minutes of the December 12, 2018 Board Meeting as presented. All Board Members present voted yes—motion carried.

CONSENT
AGENDA
FINANCIAL

Mr. Murdock moved, seconded by Mrs. Saunders, to approve the following Consent Agenda Financial items 6a-6d as presented. All Board Members present voted yes—motion carried.

CERTIFICATION
OF WARRANT

(6a) Approve the Certification of Warrant for December 1, 2018 – December 13, 2018, as presented.

TREASURER'S

(6b) Approve the Treasurer's Report from November 30, 2018.

REPORT

DONATIONS

(6c) Approve the following Donations:

1. Donation of \$225.00 from the Special Education Staff. This donation will benefit the Special Education Backpack Program.
2. Donation of \$1,000.00 from United Way. This donation will benefit the Special Education Backpack Program.

CONTRACTUAL
BUDGET
INCREASE

(6d) Approve the following Contractual Budget Increase:

1. Increase to the General Staffing Agreement between Clinton-Essex-Warren-Washington BOCES and ETS, Inc. for Account Clerk Typist support at Management Services. Services will bill at a rate not to exceed \$22.50 per hour, bringing the current total expenditure under the contract to an amount not to exceed \$55,540. (Management Services)

OLD BUSINESS

Audit Committee Meeting minutes from the October 10, 2018 meeting were shared with the Board.

CONSENT
AGENDA
PERSONNEL

Mr. Murdock moved, seconded by Mr. Harriman Sr., to approve the following Consent Agenda Personnel items 8a–8h as presented. All Board Members present voted yes—motion carried.

RESIGNATION
FOR THE PURPOSE
OF RETIREMENT
THOMPSON

(8a) Accept the following letter of resignation for the Purpose of Retirement:

1. Alan Thompson, Special Education Teacher, effective July 1, 2019

RESIGNATIONS
SCOVILLE-
UPHAM, SNOW

(8b) Accept the following letters of Resignation:

1. Douglas Scoville-Upham, Special Education Teacher, effective December 15, 2018
2. Tiffany Snow, Adult Literacy Teacher, effective, January 2, 2019 (Appointed to Coordinator position effective January 2, 2019)

FOUR-YEAR
PROBATIONARY
APPOINTMENTS
SHAFER,
GEBHART

(8c) Appoint the following person(s) to a Four-Year Probationary Appointment as follows:

1. Jessica Shafer, Teaching Assistant, Effective January 10, 2019, Annual Base Salary of \$20,841, Prorated Salary of \$11,879.37.
2. Amanda Gebhart, Special Education Teacher, Effective November 14, 2018, Annual

Base Salary of \$45,161.

(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).

FOUR-YEAR
PROBATIONARY
APPOINTMENTS
SHAFER,
GEBHART
CONTINUED

CIVIL SERVICE
PROBATIONARY
APPOINTMENTS
SANDERS, GREEN

(8d) Appoint the following person(s) to a 52-week Civil Service Probationary Appointment as follows:

1. Samuel Sanders, Employment & Training Assistant, Effective December 17, 2018, Annualized Salary of \$30,513.
2. Dana Green, Account Clerk/Typist, Effective January 24, 2019, Annualized Salary of \$25,184, Prorated Salary of \$10,848.49.

PERMANENT
APPOINTMENT
VEGA

(8e) Grant a Permanent Appointment (Civil Service) to the following person:

1. Edwin Vega, Publication Specialist, effective December 28, 2018.

ADULT
EDUCATION
INSTRUCTORS

(8f) Approve the following Adult Education Course Instructors for the 2018-2019 school year:

Adult Education \$28.00/hour

Connie Flick
Dalton Castine

Adult Education \$37/hour

Tiffany Snow

SUBSTITUTES

(8g) Approve the following list of Substitutes for the 2018-19 school year:

<u>Name</u>	<u>Position</u>
Brody Hooper	Teacher

TEMPORARY ON-
CALL RATE

(8h) Establish the following temporary on call rate effective December 31, 2018:

Work Study Student \$11.10/hour

ADOPT REVISED
POLICY

Mr. Murdock moved, seconded by Mr. Harriman, Sr., that the Board adopt the following Revised Policy:

#6630 Audit Committee Charter

All Board Members present voted yes—motion carried.

REQUEST FOR
APPROVAL TO
ATTEND
CONFERENCE/
WORKSHOP

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

Larry Barcomb, Richard Harriman, Sr., Lori Saunders & Ed Marin
Lobby Day
February 27, 2018 State Capital, Albany, NY (overnight accommodations needed)

All Board Members present voted yes—motion carried.

CAPITAL PROJECT
REFERENDUM
HEAD ELECTION
INSPECTOR/
ASSISTANT
CLERK

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

Head Election Inspector/Assistant Clerk
Paula Dew

All Board Members present voted yes—motion carried.

DISTRICT JOINT
FINANCING
RESOLUTION

Mr. Murdock moved, seconded by Mrs. Saunders, that the Board approve the following District Joint Financing Resolution:

RESOLUTION OF THE
CLINTON-ESSEX-WARREN-WASHINGTON COUNTIES
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
d/b/a Champlain Valley Educational Services

AUTHORIZING THE CLINTON-ESSEX-WARREN-WASHINGTON COUNTIES BOARD OF COOPERATIVE EDUCATIONAL SERVICES D/B/A CHAMPLAIN VALLEY EDUCATIONAL SERVICES (“THE “CEWW BOCES”) TO ENTER INTO A JOINT AGREEMENT WITH THE SEVENTEEN (17) COMPONENT SCHOOL DISTRICTS OF THE CEWW BOCES FOR THE ACQUISITION OF LAND AND RELATED BUILDINGS, CONSTRUCTION OF RENOVATIONS, ALTERATIONS, ADDITIONS AND IMPROVEMENTS TO EXISTING BUILDINGS, ALL TO INCLUDE RELATED DEMOLITION, CONSTRUCTION, RENOVATIONS, SITE IMPROVEMENTS, FURNISHINGS, FIXTURES AND EQUIPMENT REQUIRED FOR SUCH PURPOSES, ARCHITECTURAL FEES, GENERAL, MECHANICAL, ELECTRICAL, PLUMBING, ABATEMENT, AND SITE CONSTRUCTION WORK

FOR RECONSTRUCTION AND ALTERATIONS, UPGRADE WORK TO VARIOUS BUILDING SYSTEMS AND COMPONENTS PURSUANT TO SECTION 1950 OF THE EDUCATION LAW AND FOR THE ALLOCATION OF THE COSTS OF SUCH CONSTRUCTION AMONG THE COMPONENT SCHOOL DISTRICTS OF THE CEWW BOCES.

DISTRICT JOINT
FINANCING
RESOLUTION
CONTINUED

BE IT RESOLVED BY THE BOARD OF THE CEWW BOCES (by a vote of not less than a majority of all the members of said Board) AS FOLLOWS:

Section 1. The Board of the CEWW BOCES is hereby authorized to enter into the Joint Agreement with the seventeen (17) component school districts in the CEWW BOCES, a copy of which is attached hereto as Exhibit A, which provides for the acquisition of land and related buildings, construction of renovations, alterations, additions and improvements to existing buildings, all to include related demolition, construction, renovations, site improvements, furnishings, fixtures and equipment required for such purposes, architectural fees, general, mechanical, electrical, plumbing, abatement, and site construction work for reconstruction and alterations, upgrade work to various building systems and components (the "Project"). Said Joint Agreement, in addition to providing for all other matters deemed necessary and proper, (i) sets forth the cost of the Project and (ii) provides for an allocation and apportionment of a portion of said costs among the seventeen (17) component school districts on the equitable basis set forth in said Joint Agreement, and further sets forth the portion of the costs, and the schedule of payment of said costs by each of the seventeen (17) component school districts.

Section 2. The President of the Board and in his absence the Vice President of the Board, is hereby authorized and directed to execute said Joint Agreement for and on behalf of the CEWW BOCES.

Section 3. The CEWW BOCES hereby agrees to take any and all actions necessary as required by said Joint Agreement to accomplish the purposes and intent of said Joint Agreement.

Section 4. This resolution shall take effect immediately.

EXHIBIT A

Component School Districts of the
Clinton-Essex-Warren-Washington Counties Board of Cooperative Educational Services
d/b/a Champlain Valley Educational Services

AuSable Valley Central School District
Beekmantown Central School District
Chazy Central Rural School District

Crown Point Central School District
Elizabethtown-Lewis Central School District
Keene Central School District
Moriah Central School District
Northeastern Clinton Central School District
Northern Adirondack Central School District
Peru Central School District
Plattsburgh City School District
Putnam Central School District
Saranac Central School District
Schroon Lake Central School District
Ticonderoga Central School District
Westport Central School District
Willsboro Central School District

DISTRICT JOINT
FINANCING
RESOLUTION
CONTINUED

All Board Members present voted yes—motion carried.

JOINT FINANCING
AGREEMENT

The Board was provided a copy of the Joint Financing Agreement for informational purposes only.

REVISED 2019-20
SCHOOL
CALENDAR

Mr. Murdock moved, seconded by Mrs. Saunders, that the Board approve the Revised 2019-20 School Calendar.

All Board Members present voted yes—motion carried.

RESOLUTION

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

RESOLVED, that in accord with the advice of counsel, the Board hereby consents to the terms of a General Release with Paul Risetto and Rachel Risetto in the action pending in the U.S. District Court for the Northern District of New York at No. 8:15-CV-00720-CFH as evidenced by a written general release, and authorizes counsel, the Board President and the District Superintendent to execute such general release and any other documents as may be necessary to effectuate the settlement.

All Board Members present voted yes—motion carried.

STRATEGIC PLAN
UPDATE

Dr. Davey reminded the Board of the upcoming District Planning Team (DPT) half-day meeting on January 30th. A Strategic Plan mid-year update and highlights will be shared during the February Board meeting. Several of the important priority areas for the 2018-19 school year have been the focus on improving CVES' School Climate and Social & Emotional Health of students and staff. The School Climate sub-committee has held a

series of meetings, focusing on the prevention of bullying. The DPT Survey sub-committee has been working on updates to the Annual Strategic Plan survey on prevention of bullying and school climate to be administered in April 2019. It was also noted that Dave Melnick, a highly regarded speaker, will be presenting at the upcoming Superintendent's Conference day for CVES and component districts on working with students who have experienced trauma. Dr. Davey thanked all of the committee members for their hard work and keeping material fresh and moving forward; he also thanked the Board for their continued support.

DISTRICT SUPT.
UPDATE

Dr. Davey provided the Board information on recent support staff/personnel changes and updates to the Human Resources Department. Second, Dr. Davey shared with the Board that CVES's social media utilization has expanded to include job postings on Facebook that has already begun to show great expansion. Third, he provided the Board with several options to schedule training with Michael Horning of PLS3rd Learning on the new electronic DS evaluation software and discussed future Board technology updates. Next, Dr. Davey informed the Board that the Elizabethtown-Lewis-Westport CSD Board of Education Election will be held on January 29, 2019, where voters will decide on a seven member Board out of 19 possible candidates. He then shared an overview of the recent CEWW Health Insurance Consortium Board of Directors (BOD) meeting where the Board approved adding four additional labor representative seats to the BOD. These additional seats will bring the total number of board members to 20 members. Dr. Davey next discussed impactful budget factors on the 2019-20 budget development process and reminded the Board of the next Budget Committee meeting on January 24, 2019. Lastly, Dr. Davey reviewed upcoming events as follows:

- January 25, 2019 – Legislative Breakfast
- February 27, 2019 – BOCES Lobby Day in Albany
- March 13, 2019 – BOCES Well Day / Student Advocacy Day
- CVES Annual Meeting – Wednesday, April 10, 2019
- CVES Annual Vote & Board Elections – April 25, 2019

OTHER

Mr. Marin gave kudos to Mrs. Friedman, Mr. McCartney and all of CV-TEC for their hard work on the nursing program transition at Clinton Community College.

NEXT BOARD
MEETING

The next Board meeting will be held on Wednesday, February 13, 2019, at the Instructional Services Center in Plattsburgh. An anticipated Executive Session will begin at 6:30 p.m., with the monthly meeting to follow.

ADJOURNMENT

Mr. Murdock moved, seconded by Mr. Harriman, Sr., to adjourn the meeting at 8:56 p.m. All Board Members present voted yes—motion carried.

DRAFT
M. J. Rabideau, Board Clerk

DRAFT

ENC. 3

MEMO

To: Meaghan Rabideau, BOCES Board Clerk
Clinton-Essex-Warren-Washington BOCES
From: Angela Jennette, Claims Auditor
Date: February 4, 2019
Re: Report for Board Agenda for February 13, 2019 Meeting

The following warrant claims were reviewed from December 14, 2018 to, February 1, 2019:

<u>Warrant No. & Date</u>	<u>Check Information</u>	<u>Gross Total Amount</u>
W #24 - 12/20/2018	*Check Nos: 222901-222983**	\$ 281,822.62
W #25 - 12/28/2018	*Check Nos: 223105 Sequence out of order due to assigning to incorrect warrant.	\$ 5,620.00
W #26 - 12/31/2018	*Check Nos: 223092-223104	\$ 185,363.99
W #27 - 01/03/2019	*Check Nos: 223106-223178	\$ 471,709.53
W #28 - 01/10/2019	*Check Nos: 223179** 223226-223328	\$ 964,808.83
W #29 - 01/17/2019	*Check Nos: 223329-223415	\$ 245,755.18
W #30 - 01/24/2019	*Check Nos: 223416-223480	\$ 547,054.41
W #31 - 01/31/2019	*Check Nos: 223481** 223534-223618	\$ 116,430.61

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

IRS-EFTPS:

PR #12- Wire #941-121418- Warrant #24;
PR #13- Wire #941-122818- Warrant #26;
PR #15- Wire #945-011519- Warrant #29;

Federal Tax Refund 1099R: Wire #945-011519- Warrant #29;

NYS Promptax:

PR #12- Wire #NYS-121418- Warrant #24;
PR #13- Wire #NYS-122818- Warrant #27;
PR #15- Wire #NYS- 011519- Warrant #30;

Credit Card Refund:

ID#004286- G5DL-ELSAI- Warrant #28;

Omni Financial Group:

PR-13- Wire #OMN-122818- Warrant #26;
PR #15- Wire #OMN-011519- Warrant #28;
PR #16- Wire #OMN-013119- Warrant #31;

NYS Office of Comptroller ERS Retirement & Loans: PR#12&13-Wire #ERSDEC2018-Warrant #28;

PR 14 & 17 EOY- Recodes Only.

Health Insurance Consortium Payments:

12/20/18	\$ 1,269,935.65	1/17/19	\$ 1,477,549.64
12/27/18	\$ 1,910,564.99	1/24/19	\$ 1,579,778.42
1/3/19	\$ 1,800,998.80	1/31/19	\$ 1,298,639.11
1/10/19	\$ 1,293,252.81		

CEWW Workers Compensation Payments:

1/25/19 Check #1050 \$28,193.50

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

Internal Claims Auditor
(Signature)



CC: Eric Bell
Christine Myers

Date	Warrant	Vendor #	Claim Audit Finding:	Summary Business Office Response:	Resolution/Options:
12/19/18	Pending W#24	14161	Incomplete mileage form.	Will get sufficient back-up for charge claimed.	Removed from final warrant.
12/19/18	Pending W#24	9900	Service before Purchase Order issued due to emergent issue but sat in WinCap Cue for over 2 months.	Purchase Order got caught in WinCap system and wasn't listed under any approver. Technical error-unavoidable consequence.	Approved for final warrant.
12/20/18	Final W#24				\$281,822.62
12/20/18	Pending W#25		No findings.		Approved for final warrant.
12/28/18	Final W#25				\$5,620.00
12/20/18	Pending W#26		No findings.		Approved for final warrant.
12/31/18	Final W#26				\$185,363.99
01/02/19	Pending W#27	347	Pricing is not in-line with Purchase Order.	Will verify pricing charged.	Removed from final warrant.
01/02/19	Pending W#27	2097	Invoices over 3 months old.	Waiting on Ok to Pays from staff. Will contact Building Principal for future issues that occur regularly.	Approved for final warrant.
01/03/19	Final W#27				\$471,709.53
01/09/19	Pending W#28	3071	Purchase made without Purchase Order requested.	Purchasing Agent & Assistant Superintendent of Management Services will follow-up with Principal on employee purchase without a Purchase Order. Employee is aware of requirement and has been cited previously.	Approved for final warrant.
01/19/19	Pending W#28	7652	In 5 months old, was in SPAM folder. Should we require employee to turn in check-out receipt from travel.	Asked Management Services staff to prepare informational materials to distribute to employees reminding them to obtain receipts from hotels & turning into to Accounts Payable. By June 30th something will be implemented to make this process more timely.	Approved for final warrant.
01/19/19	Pending W#28	13460	Missing Director signature and Reasoning per Wellness Policy.	Reasons and Signatures obtained and noted.	Approved for final warrant.
01/10/19	Final W#28				\$964,808.83
01/16/19	Pending W#29	8334	Employee attended conference without Conference Approval or Purchase Orders in place or requested.	Employee forgot to do one both. Will discuss with Assistant Superintendent of Management Services as to future protocol for handling these occurrences.	Approved for final warrant.
01/16/19	Pending W#29	17028	Missing items on "Ok to Pay".	Will get items status.	Removed from final warrant.
01/16/19	Pending W#29	4832	Purchase Order requested 2 months after event occurred.	Using this year to notify districts that all requests must be received prior to event if to be processed through CoSer. Next year will need to put restrictions in place.	Approved for final warrant.
01/17/19	Final W#29				\$245,755.18
01/23/19	Pending W#30	2388	Conference Approval form incomplete. Missed on tow levels.	Will inform staff to complete forms when submitting. Business office should be checking for this as well.	Approved for final warrant.
01/23/19	Pending W#30	13165	Invoices over 6 months old due to vendor issue. Great vendor resolution by Purchasing Agent.	Noted.	Approved for final warrant.
01/24/19	Final W#30				\$547,054.41
01/30/19	Pending W#31	12772	Mileage form doesn't require commute deduct.	Commute deduct removed and claim adjusted.	Approved for final warrant.
01/30/19	Pending W#31	14316	Purchase Order not in place and/or requested prior to event. Conference Approval not request 30 days prior.	The conference approval process including timely submission of related Purchase Orders needs to be reviewed with staff. Purchase Orders are not being entered timely by division due to turnover in support staff responsible for these duties in the division. Divisional process to be reviewed with the Director and communicated to staff appropriately.	Approved for final warrant.
01/30/19	Pending W#31	15075	Event took place without Purchase Order being requested prior to.	Purchasing Agent working with Assistant Superintendent of Management Services to determine future course of action for occurrences of this nature as there is a rise in the number of instances.	Approved for final warrant.
01/31/19	Final W#31				\$116,430.61

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

	Cash Balance November 30, 2018	Cash Receipts December	Cash Disbursements December	Cash Balance December 31, 2018	Cash Receipts Year To Date	Cash Disbursements Year To Date	Cash Balance December 31, 2018
I. CHECKING ACCOUNTS							
<u>TD Bank - Depository</u>							
General Fund	\$ 3,357,986.95	\$ 2,482,532.18	\$ 2,885,628.09	\$ 2,954,891.04	\$ 21,683,985.31	\$ 23,667,853.68	\$ 2,954,891.04
Special Aid Fund	\$ (702,211.01)	\$ 777,687.02	\$ 196,672.14	\$ (121,196.13)	\$ 1,475,405.38	\$ 1,367,234.04	\$ (121,196.13)
Trust & Agency Fund	\$ 287,905.76	\$ 206.63	\$ 112,165.91	\$ 175,946.48	\$ 283,351.04	\$ 186,282.00	\$ 175,946.48
School Lunch Fund	\$ (35,882.76)	\$ 7,447.04	\$ 12,070.46	\$ (40,506.18)	\$ 20,848.49	\$ 54,095.94	\$ (40,506.18)
Capital Fund	\$ (1,159.19)	\$ -	\$ -	\$ (1,159.19)	\$ -	\$ -	\$ (1,159.19)
Private Purpose Trust Fund	\$ -	\$ -	\$ -	\$ -	\$ 3,415.52	\$ 3,415.52	\$ -
<u>TD Bank - Operating</u>							
General	\$ 368,776.31	\$ 3,211,185.00	\$ 3,409,184.53	\$ 170,776.78	\$ 25,004,015.44	\$ 24,946,107.41	\$ 170,776.78
SAVINGS ACCOUNTS							
<u>NYCLASS</u>							
Trust Fund Non-Expendable	\$ 11,351.59	\$ 20.70	\$ -	\$ 11,372.29	\$ 112.92	\$ -	\$ 11,372.29
Private Purpose Trust Fund	\$ 10,931.37	\$ 19.95	\$ -	\$ 10,951.32	\$ 109.34	\$ 500.00	\$ 10,951.32
TOTAL CASH ON HAND	\$ 3,297,699.02			\$ 3,161,076.41	\$ 48,471,243.44	\$ 50,225,488.59	\$ 3,161,076.41

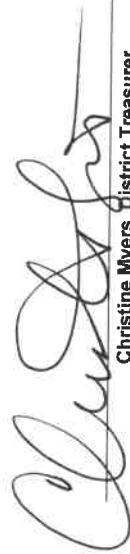
II. RECONCILIATION TO BANK STATEMENTS

TD BANK - MUNICIPAL CHECKING - OPERATING	\$ 282,428.90	-	-	\$ 170,776.78
TD BANK - MUNICIPAL CHECKING - DEPOSITORY ACCOUNT	\$ 2,967,976.02	-	-	\$ 2,967,976.02
NYCLASS - SAVINGS, KEITH BROADWELL SCHOLARSHIP	\$ 482.40	-	-	\$ 482.40
NYCLASS - SAVINGS, JONELLE MARIE BUCK SCHOLARSHIP	\$ 683.16	-	-	\$ 683.16
NYCLASS - SAVINGS, SPELLING BEE SCHOLARSHIP	\$ 11,372.29	-	-	\$ 11,372.29
NYCLASS - SAVINGS, SPELLING BEE SCHOLARSHIP	\$ 16.40	-	-	\$ 16.40
NYCLASS - SAVINGS, CV-TEC ALLIED HEALTH SCHOLARSHIP	\$ 9,769.36	-	-	\$ 9,769.36
TOTAL CASH ON HAND	\$ 21,619.05			\$ 3,161,076.41

GENERAL FUND INTEREST RECEIVED 7/01/17 - 12/31/18

\$ 21,619.05

PREPARED BY:



Christine Myers, District Treasurer

DATED:

1/28/19

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

FOR THE PERIOD 12/01/2018 TO 12/31/2018

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	15,477.63	247.34	15,724.97	5,874.40	9,850.57
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	480.18	1,088.76	480.18	608.58
IMAGE MAKERS	0.00	0.00	379.03	379.03	373.53	5.50
REFLECTIONS	247.30	2,217.45	0.00	2,217.45	1,381.38	836.07
LPN CLASS	1,265.06	2,532.24	0.00	2,532.24	0.00	2,532.24
ANIMAL SCIENCE	553.30	0.00	0.00	0.00	0.00	0.00
RAZOR'S EDGE	699.26	2,052.53	0.00	2,052.53	1,067.46	985.07
PAWS IN TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
ALLIED HEALTH	0.00		0.00	0.00	0.00	0.00
SALES TAX	9.78	339.09	8.43	347.52	126.42	221.10
TOTAL	9,242.04	24,255.61	1,114.98	25,370.59	9,303.37	16,067.22


 CHRISTINE MYERS, DISTRICT TREASURER

1/28/19
 DATE

12/31/2018 Bank Balance
 Add: Deposits in Transit
 Less: Outstanding Checks
 12/31/2018 Balance on Hand

\$ 16,589.85
 \$ -
 \$ (522.63)
 \$ 16,067.22

ENC. 7

Recommend that the Board approve the following Cross Contract Budget:

1. Elementary Science Program – Monroe 2 BOCES budget in the amount of \$7,000 for the 2018-2019 school year to accommodate for a cross contract with Monroe 2 BOCES and Keene. (Co-Ser 562 – ISC)

ENC. 8

Recommend that the Board approve the following Cross Contract Budget Increases:

1. Arts in Education – Washington-Saratoga-Warren-Hamilton-Essex BOCES budget from \$100,000 to \$105,000, for the 2018-2019 school year, to accommodate for potential increased service requests with WSWHE BOCES. (Co-Ser 406 – ISC)

2. Distance Learning Service – Albany BOCES budget from \$146,500 to \$200,000 for the 2018-2019 school year, to accommodate for potential increased service requests with Albany BOCES. (Co-Ser 431 – ISC)

3. Model Schools Service – Albany BOCES budget from \$96,636 to \$165,000 for the 2018-2019 school year, to accommodate for potential increased service requests with Albany BOCES. (Co-Ser 544 – ISC)

4. Co-Op Bid Service – St. Lawrence-Lewis BOCES budget from \$64,320 to \$64,370 for the 2018-2019 school year to accommodate for initial cost increase in a cross contract with SLL BOCES and CVES. (Co-Ser 601 – Mgmt. Services)

5. Recruiting Service – Putnam-Northern Westchester BOCES budget from \$10,612 to \$14,352 for the 2018-2019 school year to accommodate for cross contracts with PNW BOCES (Plattsburgh and Ticonderoga). (Co-Ser 616 – Mgmt. Services)

6. Transportation CTE Shuttles - Washington-Saratoga-Warren-Hamilton-Essex BOCES budget from \$30 to \$100, for the 2018-2019 school year, to accommodate for a cross contract with WSWHE BOCES and Schroon Lake. (Co-Ser 652 – CV-TEC)

7. Teacher Certification Service – Albany BOCES budget from \$36,062 to \$36,102 for the 2018-2019 school year, to accommodate for initial cost increases under the cross contract with Albany BOCES. (Co-Ser 667 – Mgmt. Services)

8. Labor Relations – Albany BOCES budget from \$272,533 to \$304,995, for the 2018-2019 school year, to accommodate for cross contracts with Albany BOCES (Beekmantown and Northeastern Clinton). (Co-Ser 632 – Mgmt. Services)

9. Learning Technology Services – Washington-Saratoga-Warren-Hamilton-Essex BOCES budget from \$9,530 to \$39,570 for the 2018-2019 school year to accommodate a cross contract with WSWHE BOCES and Beekmantown. (Co-Ser 504 – ISC)

10. Web Page Software Services – St. Lawrence-Lewis BOCES budget from \$12,980 to \$24,960 for the 2018-2019 school year to accommodate a cross contract with SLL BOCES and Schroon Lake. (Co-Ser 536 – ISC)

ENC. 8 CONTINUED

11. Planning Services – Putnam-Northern Westchester BOCES budget from \$6,000 to \$10,000 for the 2018-2019 school year to accommodate for a cross contract with PNW BOCES and Peru. (Co-Ser 653 – Mgmt. Services)

ENC. 9

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

1. Regional Food Bank of NENY Backpack Program special aid fund project, in the amount of \$1,281, for the period of July 1, 2018 through June 30, 2019. This program is funded through private and business donations. (Special Education)

ENC. 10

Recommend that the Board approve the following Contractor/Consultant Agreement:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and Educational Vistas, Inc. for the purpose of obtaining Vendor Scoring services for grades 3-8 ELA and Mathematic Assessments; grades K-12 NYS English as a Second Language Assessment Tests (NYSESLAT); and grades 4 and 8 NYS Science Assessments. Service dates and terms are specified as per the agreement with a completion date occurring on June 14, 2019. The total amount payable for all services is \$150,000. (ISC) (attached)

ENC. 11

Recommend that the Board approve the following Memorandums of Agreement:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and Franklin-Essex-Hamilton BOCES (FEH BOCES) under which C-E-W-W BOCES will reimburse FEH BOCES for professional services rendered in connection with the Supplemental Nutrition Assistance Program Employment & Training Venture IV (SNAP ET) in an amount not to exceed \$60,000. The period of the agreement is October 1, 2018 through September 30, 2019. (CV-TEC) (attached)

2. Agreement between Clinton-Essex-Warren-Washington BOCES and The Clinton County Employment and Training Agency (CCETA) under which C-E-W-W BOCES will reimburse CCETA for professional services rendered in connection with the Supplemental Nutrition Assistance Program Employment & Training Venture IV (SNAP ET) in an amount not to exceed \$7,250. The period of the agreement is February 14, 2019 through September 30, 2019. (CV-TEC) (attached)

ENC. 10

CHAMPLAIN VALLEY EDUCATIONAL SERVICES INDEPENDENT CONTRACTOR/CONSULTANT AGREEMENT

AGREEMENT made this December 21st, 2018, by and between the Clinton-Essex-Warren-Washington Counties Board of Cooperative Educational Services, with its principal place of business at 1585 Military Turnpike, Plattsburgh, New York 12901 (hereinafter "BOCES") and Educational Vistas, Inc., with an office and place of business at 718 State Street, Schenectady, NY hereinafter be collectively referred to as "THE PARTIES."

BOCES desires to have certain services and activities described as follows: Vendor Scoring for grades 3-8 ELA and mathematics assessments, grades K-12 New York State English as a Second Language Assessment Test (NYSESLAT) and grades 4 and 8 NYS Science assessments as referenced in Schedule A. The total cost will be no more than \$150,000 all-inclusive of travel and other related expenses as per detail costs on Schedule B.

Educational Vistas Inc., is qualified and if required, licensed and/or certified to provide or render the SERVICES described above.

In consideration of the promises set forth herein, and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged by both parties, the parties hereto agree, by and between themselves as follows:

1. **RETAINER:** Educational Vistas Inc. is hereby retained by BOCES as an independent contractor. The AGREEMENT will commence on the date listed above and terminate upon submission by Educational Vistas, Inc., of a final product satisfactory to BOCES, or upon the failure of Educational Vistas Inc. to meet the terms and conditions of this Agreement or upon a finding of violation of applicable laws, rules or regulations by Educational Vistas, Inc., whichever shall first occur.
2. Educational Vistas Inc. shall perform the SERVICES described in Schedule A, all such SERVICES being the responsibility of Educational Vistas Inc. and those in Educational Vistas Inc. employ.
3. Educational Vistas Inc. is free to devote his attention to the SERVICES as they see fit and is not required to perform the SERVICES during particular hours, on particular days or at a particular location, unless otherwise noted.
4. Educational Vistas Inc. represents and warrants that neither Educational Vistas Inc. nor any of Educational Vistas Inc. employees, agents, or assigns performing SERVICES for BOCES pursuant to this AGREEMENT has been convicted of a felony.
5. Educational Vistas Inc. agrees to provide copies of all certifications and licenses required by law to undertake the SERVICES to be performed for BOCES pursuant to this AGREEMENT, and further agrees to provide BOCES with a minimum of two (2) business references.
6. Educational Vistas Inc. shall provide the equipment, supplies, personnel, and other resources required to complete the SERVICES, and shall not be entitled to reimbursement for expenses, unless otherwise provided.
7. **INSURANCE:** See Attachment 1 - Educational Vistas Inc. agrees to provide BOCES with a Certificate of Insurance, which meets the requirements set forth

in Schedule A, prior to commencement of SERVICES. Educational Vistas Inc. acknowledges that failure to obtain such insurance on behalf of BOCES constitutes a material breach of contract and subjects it to liability for damages, indemnification, and all other legal remedies available to BOCES.

8. FEES AND CHARGES: It is understood by and between THE PARTIES that the above-described SERVICES will be completed before payment is made. Educational Vistas Inc., fee shall be all inclusive, and shall be limited to no more than \$150,000 paid as follows: BOCES will render payment within 30 days after receipt of Educational Vistas Inc. invoice at the conclusion of services and in consideration of receipt of services for each content area and a final product for that content area which is satisfactory to BOCES. Such fee shall not be subject to modification based on the number of hours devoted by Educational Vistas Inc., to the project.
9. INDEPENDENT CONTRACTOR: Educational Vistas Inc. is an independent contractor, not an employee of BOCES and is not entitled to: participation in any benefit plan provided to the employees of BOCES; Worker's Compensation; unemployment insurance benefits; nor any other benefit, right, or privilege available to the employees of BOCES.
10. PUBLIC RETIREES: Educational Vistas Inc., agrees to fully comply with employment, income limitations, and reporting requirements of public retirement systems and the New York State Retirement and Social Security Law.
11. RESPONSIBILITY FOR TAXES: BOCES will provide Educational Vistas Inc., with Internal Revenue Service Form 1099. Educational Vistas Inc., is responsible for the payment of taxes and all other sums required by law to be withheld from payments made under this AGREEMENT.
12. PAYMENT: Payment pursuant to this AGREEMENT is dependent upon the satisfactory completion of the SERVICES, faithful compliance with the AGREEMENT and acceptance of the work by BOCES. Submission of an invoice describing the SERVICES performed is a condition precedent to payment by BOCES.
13. GOVERNING LAW: This AGREEMENT shall be governed by the laws of the State of New York and any dispute arising hereunder shall be litigated in a Court of competent jurisdiction situate in Clinton County, New York; the parties agree they shall not bring an action in any other court for interpretation, enforcement, or monetary damages arising out of or under this agreement.
14. EXECUTORY CLAUSE: BOCES shall have no liability under this AGREEMENT to Educational Vistas Inc. or to anyone else beyond funds appropriated and available for this AGREEMENT.
15. TERMINATION: This AGREEMENT will terminate upon submission by Educational Vistas Inc. of a final product satisfactory to BOCES. BOCES reserves the right to terminate this AGREEMENT upon failure of Educational Vistas Inc., to meet the terms and conditions set forth herein or upon a finding of violation of applicable laws, rules or regulations by Educational Vistas Inc.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT on this _____ day of _____ 2018.

Date: _____

Date: December 21st, 2018

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

_____ Educational Vistas Inc.

Sign Here
Dr. Davey

By: _____

Mark C. Davey
Superintendent

By: *Scott B. Crowder*

Scott B. Crowder
Chief Executive Officer

Date: _____

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

Sign Here

By: _____

Larry Barcomb
CVES Board President

Schedule A

Vendor scoring process for grades 3-8 ELA and math assessments:

Paper-Based Assessment Scoring:

Educational Vistas, Inc. (EVI) will employ evaluated and selected NYS certified teachers to score the constructed response items. EVI will

- Do preliminary assessment check-in and verification process
- Do preliminary training for each subject based on NYS-provided scoring materials
- have communication with district/BOCES regarding missing assessment booklet and answer sheet protocols
- do verification and record keeping of all NYS certified teachers including copies of certifications, resumes, experience, and emergency contact information
- have a dedicated team of 3 lead teachers assigned to each grade level to ensure full-time availability for question-resolution
- have Full-time supervision by EVI NYS Scoring Director
- have daily recalibration sessions related to scoring
- have leader-performed read-behinds
- maintain strict confidentiality agreement between EVI and scorers

Computer-Based Assessment Scoring:

Educational Vistas, Inc. (EVI) will employ evaluated and selected NYS certified teachers to score the constructed response items through the Questar Score Point software program. EVI will

- Evaluate and select protocol for CBT leaders and scorers to ensure adequate skill and familiarity with both material and process
- Do preliminary leader and scorer computer training
- Have preliminary assessment check-in and verification process
- Have preliminary training for each subject based on NYS-provided scoring materials
- have communication with district/BOCES regarding missing assessment booklet and answer sheet protocols
- do verification and record keeping of all NYS certified teachers including copies of certifications, resumes, experience, and emergency contact information
- have a dedicated team of 3 lead teachers assigned to each grade level to ensure full-time availability for question-resolution
- have Full-time supervision by EVI NYS Scoring Director
- have daily recalibration sessions related to scoring
- have leader-performed read-behinds
- run a "zero" report to ensure scoring of all responses
- maintain strict confidentiality agreement between EVI and scorers

EVI will pick up paper-based grades 3-8 ELA assessments and answer sheets twice. The first pick up of exams and answer sheets will be on Monday, April 8, 2019 between 12:00 p.m. and 2:00 p.m. The second pick up of exams and answer sheets will be on Thursday, April 11, 2019 between 12:00 p.m. and 2:00 p.m. The exams and answer sheets will be picked up at the Instructional Services Center, 14 Area Development Drive, Plattsburgh, NY on both days. There will be no additional charges for the pick-up of these exams and answer sheets. The exam booklets will be returned to the Instructional Services Center, 14 Area Development Drive, Plattsburgh, NY on Friday, April 19, 2019 between 12:00 p.m. and 2:00 p.m. There will be no additional charges for the return of these exams to the Instructional Services Center. Ed Vistas will deliver scored ELA answer sheets to Northeastern Regional Information Center (NERIC) in Albany, NY by April 17, 2019.

EVI will pick up paper-based grades 3-8 math assessments and answer sheets twice. The first pick up of exams and answer sheets will be on Tuesday, May 7, 2019 between 12:00 p.m. and 2:00 p.m. The second pick up of exams and answer sheets will be on Friday, May 10, 2019 between 12:00 p.m. and 2:00 p.m. The exams and answer sheets will be picked up at the Instructional Services Center, 14 Area Development Drive, Plattsburgh, NY on both days. There will be no additional charges for the pick-up of these exams and answer sheets. The exam booklets will be returned to the Instructional Services Center, 14 Area Development Drive, Plattsburgh, NY on Friday, May 17, 2019 between 12:00 p.m. and 2:00 p.m. There will be no additional charges for the return of these exam booklets to the Instructional Services Center. Ed Vistas will deliver scored mathematics answer sheets to NERIC in Albany, NY by Thursday, May 16, 2019.

Services provided by EVI as it relates to pick-up and delivery include:

- having staff available 24/7 during pick-up/delivery process to ensure that any challenges are identified and solved immediately
- using software that tracks designated district contact person information, district locations, times/dates, and courier assignments
- ensuring vehicles arrive at the Instructional Services Center at specified dates and times for pick-up/delivery of exams.
- ensuring materials received from CVES are signed and accounted for upon receipt of pick-up/delivery.
- Ensure records of test locations and security protocols are maintained and available
- Return all answer sheets packages in separate, designated envelopes by district and grade level.
- providing directions for packaging assessments to be picked-up
- communicating that Opt-Out answer sheets need to be separated at the district from the assessments and answer sheets prior to sending to vendor scoring
- ensuring that districts review and confirm that student rosters are current and accurate
- ensuring that constructed response scores on the bubble sheets are clear, dark and complete
- ensuring that all SED requirements for test security and confidentiality are met
- ensuring no student data will be collected, stored, or shared by any EVI staff

Vendor scoring process for grades 4-8 science assessments:

Paper-Based Assessment Scoring:

Educational Vistas, Inc. (EVI) will employ evaluated and selected NYS certified teachers to score the constructed response items. EVI will

- Do preliminary assessment check-in and verification process
- Do preliminary training for each subject based on NYS-provided scoring materials
- have communication with district/BOCES regarding missing assessment booklet and answer sheet protocols
- do verification and record keeping of all NYS certified teachers including copies of certifications, resumes, experience, and emergency contact information
- have a dedicated team of 3 lead teachers assigned to each grade level to ensure full-time availability for question-resolution
- have Full-time supervision by EVI NYS Scoring Director
- have daily recalibration sessions related to scoring
- have leader-performed read-behinds
- maintain strict confidentiality agreement between EVI and scorers

EVI will pick up paper-based grades 4 & 8 science assessments and answer sheets on Friday, June 7, 2019 between 12:00 p.m. and 2:00 p.m. . The exams and answer sheets will be picked up at the Instructional Services Center, 14 Area Development Drive, Plattsburgh, NY. For any make up exams in grades 4 and 8 Science school districts will send the exams directly to ED Vistas for scoring. There will be no additional charges for the pick-up of these exams and answer sheets. The exams booklets will be returned to the Instructional Services Center, 14 Area Development Drive, Plattsburgh, NY on Friday, June 14, 2019 between 12:00 p.m. and 2:00 p.m. There will be no additional charges for the return of these exam to the Instructional Services Center. Ed Vistas will deliver the grades 4 and 8 Science answer sheets directly to NERIC by Thursday, June 13, 2019.

Services provided by EVI as it relates to pick-up and delivery include:

- having staff available 24/7 during pick-up/delivery process to ensure that any challenges are identified and solved immediately
- using software that tracks designated district contact person information, district locations, times/dates, and courier assignments
- ensuring vehicles arrive at the Instructional Services Center at specified dates and times for pick-up/delivery of exams.
- ensuring materials received from CVES are signed and accounted for upon receipt of pick-up/delivery.
- Ensure records of test locations and security protocols are maintained and available
- Return all answer sheets packages in separate, designated envelopes by district and grade level.
- providing directions for packaging assessments to be picked-up
- communicating that Opt-Out answer sheets need to be separated at the district from the assessments and answer sheets prior to sending to vendor scoring
- ensuring that districts review and confirm that student rosters are current and accurate

- ensuring that constructed response scores on the bubble sheets are clear, dark and complete
- ensuring that all SED requirements for test security and confidentiality are met
- ensuring no student data will be collected, stored, or shared by any EVI staff

Vendor scoring process for grades K-12 NYSESLAT assessments:
Educational Vistas, Inc. (EVI) will employ evaluated and selected NYS certified teachers to score the constructed response items. EVI will

- Do preliminary assessment check-in and verification process
- Do preliminary training for each subject based on NYS-provided scoring materials
- have communication with district/BOCES regarding missing assessment booklet and answer sheet protocols
- do verification and record keeping of all NYS certified teachers including copies of certifications, resumes, experience, and emergency contact information
- have a dedicated team of 3 lead teachers assigned to each grade level to ensure full-time availability for question-resolution
- have Full-time supervision by EVI NYS Scoring Director
- have daily recalibration sessions related to scoring
- have leader-performed read-behinds
- maintain strict confidentiality agreement between EVI and scorers

Paper-Based Assessment Scoring:

EVI will pick up paper-based grades K-12 NYSESLAT assessments and answer sheets on Tuesday, May 21, 2019 between 12:00 p.m. and 2:00 p.m. . The exams and answer sheets will be picked up at the Instructional Services Center, 14 Area Development Drive, Plattsburgh, NY. For any make up NYSESLAT exams in grades K-12, school districts will send the exams directly to ED Vistas for scoring. There will be no additional charges for the pick-up of these exams and answer sheets. The exam booklets will be returned to the Instructional Services Center, 14 Area Development Drive, Plattsburgh, NY on Friday, June 14, 2019 between 12:00 p.m. and 2:00 p.m. There will be no additional charges for the return of these exams to the Instructional Services Center. Ed Vistas will deliver the grades K-12 NYSESLAT answer sheets directly to NERIC by Thursday, May 30, 2019.

Services provided by EVI as it relates to pick-up and delivery include:

- having staff available 24/7 during pick-up/delivery process to ensure that any challenges are identified and solved immediately
- using software that tracks designated district contact person information, district locations, times/dates, and courier assignments
- ensuring vehicles arrive at the Instructional Services Center at specified dates and times for pick-up/delivery of exams.
- ensuring materials received from CVES are signed and accounted for upon receipt of pick-up/delivery.
- Ensure records of test locations and security protocols are maintained and available
- Return all answer sheets packages in separate, designated envelopes by district and grade level.
- providing directions for packaging assessments to be picked-up

- communicating that Opt-Out answer sheets need to be separated at the district from the assessments and answer sheets prior to sending to vendor scoring
- ensuring that districts review and confirm that student rosters are current and accurate
- ensuring that constructed response scores on the bubble sheets are clear, dark and complete
- ensuring that all SED requirements for test security and confidentiality are met
- ensuring no student data will be collected, stored, or shared by any EVI staff

JOSEPH LAVORANDO
Attorney at Law
30 Clinton Street
Plattsburgh, NY 12901

Phone: (518) 561-8657

Fax: (518) 561-1443

Email: office@lavorandolaw.com

MEMORANDUM

DATE: December 26, 2017

TO: Stephanie Trombly, Purchasing Agent

FROM: Joseph Lavorando, Esq.

RE: CVES Independent Contractor/Consultant Agreement Between
CEWW BOCES and Educational Vistas, Inc.

CC: Dr. Mark Davey, District Superintendent
Dr. Hollis Palmer, Assistant Superintendent of Management Services
Larry Barcomb, Board President

This will confirm my receipt and review of the above-referenced Independent Contractor/Consultant Agreement.

This will further confirm my approval thereof, provided "Section 1. Retainer" is amended as follows:

- (i) Amend this section to reflect that the agreement will commence on the date listed above and terminate upon submission by Educational Vistas, Inc., of a final product satisfactory to BOCES, or upon the failure of Education Vistas Inc. to meet the terms and conditions of this Agreement or upon a finding of violation of applicable laws, rules or regulations by Education Vistas, Inc., whichever event shall first occur. *if 8/10 completed*

Lastly please note that the word "second" is misspelled in the second paragraph of page one.

ENC. 11

BOARD OF COOPERATIVE EDUCATIONAL SERVICES CLINTON-ESSEX-WARREN-WASHINGTON COUNTIES

MEMORANDUM AGREEMENT

The Clinton-Essex-Warren-Washington Board of Cooperative Educational Services, also known as Champlain Valley Educational Services, hereinafter known as **CVES**, and the Franklin-Essex-Hamilton Board of Educational Services, hereinafter known as **FEH BOCES**, agree as follows:

WITNESSETH:

WHEREAS, The New York State Office of Temporary and Disability Assistance has awarded a **Supplemental Nutrition Assistance Program Employment and Training SNAP ET Venture IV** contract, hereinafter known as **SNAP ET Venture IV** program to the Champlain Valley Educational Services; and

WHEREAS, The aforesaid contract provides that **CVES** shall provide a **SNAP ET Venture IV** program to the residents of the Champlain Valley Educational Services and the **FEH BOCES**, and:

WHEREAS, The **CVES** desires to enter into an agreement with the **FEH BOCES** for the performance of this project; and

NOW, THEREFORE, in consideration of the promises and mutual covenants contained herein it is mutually agreed by and between the respective parties as follows:

SCOPE OF WORK:

CVES will:

- Participate in SNAP ET program roll out and subsequent statewide meetings.
- Maintain participant files ensuring accuracy of documentation to support vouchering and auditing purposes.
- Maintain participant vouchering and data entry into NYS OTDA data system.
- Submit timely and accurate vouchers to NYS OTDA.
- Provide payment to FEH BOCES for milestones achieved as per approved voucher.
- Participate in quarterly regional meetings with FEH BOCES to review program progress and address questions and issues.

FEH BOCES will:

- Provide at least sixty (60) hours of instruction and guidance to eligible SNAP ET participants in literacy, numeracy, HSE preparation, Job Readiness Training and Job Skills training as detailed in the SNAP ET proposal.
- Assist participants in the development of a Career Plan.
- Assist participants in obtaining educational gains and credentials (e.g. HSE, C.N.A. certification).
- Verify that participants are eligible to participate based on SNAP ET eligibility requirements.
- Assist participants in job search activities that lead to obtaining and retaining employment.

- Provide documentation to CVES as per SNAP ET milestones criteria prior to request for vouchering.
- Complete quarterly MWBE reporting and submit to CVES by the 5th day following the quarter; i.e. January 5, 2019, April 5, 2019, July 5, 2019,...
- Complete monthly participant reports and submit to CVES by the 8th day of the following month.

TERM:

The term of this agreement is for the period October 1, 2018 through September 30, 2019 unless earlier terminated under the provisions of this agreement. Job retention milestones may be vouchered until December 31, 2019 for participants obtaining employment prior to September 30, 2019.

COMPENSATION AND MAXIMUM COST:

In full and complete consideration of FEH BOCES's satisfactory performance under this agreement the CVES will make payment to FEH BOCES for allowable costs incurred in accordance with the terms of this agreement up to \$60,000. Should additional funding become available or if \$60,000 in milestones are reached, this amount will be re-negotiated by both parties.

Should Franklin-Essex-Hamilton (FEH) BOCES or Champlain Valley Educational Services not achieve maximum milestones for their respective Memorandum Agreements, the remaining money may be reallocated to the remaining agency/agencies.

CVES shall maintain appropriate and complete accounts, records, documents and other evidence showing and supporting all costs incurred under this agreement.

PAYMENT:

FEH BOCES will submit a detailed invoice to CVES at the following address:

**One Work Source
194 US Oval
Plattsburgh, NY 12903**

Such invoices will be submitted monthly but must be received by CVES prior to the last day of each month:

- Promptly after receipt of an invoice, CVES shall, subject to the provision hereof, make payment thereon as requested by FEH BOCES.
- Payment is contingent upon the CVES receipt of funds from the New York State Office of Temporary and Disability Assistance.

TERMINATION:

Either CVES or FEH BOCES may terminate this agreement at any time by giving thirty (30) days written notice to the other contracting party. All payments and liability therefore by CVES shall end on the date of termination and shall include all services performed up to the date of termination.

LIABILITY TO THIRD PARTIES:

The parties hereto shall indemnify and hold harmless each other from all damages, claims, or liabilities to persons or property, including counsel fees and the costs and expenses to defend any legal action cause by their negligent, reckless and/or intentional acts.

FEH BOCES status under this Agreement shall be that of an independent contractor and not that of any agent or employee. **FEH BOCES** warrants and represents that it has complied with all federal, state and local laws that are required for it to perform the services set forth in this Agreement.

CVES will not withhold or pay on behalf of **FEH BOCES** or any of its employees: (a) federal and local income taxes, or (b) any other payroll tax of any kind. In accordance with the terms of this Agreement neither **FEH BOCES** nor any of its agents or employees shall be treated as an employee of **CVES** with respect to the services provided in this Agreement.

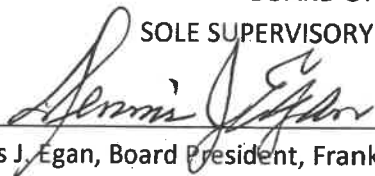
FEH BOCES has no authority to enter into contracts or agreements on behalf of **CVES**. This Agreement does not create a partnership between the parties.

No change, modification, or waiver of any term of this agreement shall be valid unless it is in writing signed by both **CVES** and **FEH BOCES**.

This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements or understanding between **CVES** and **FEH BOCES**

IN WITNESS WHEREOF, this Agreement has been duly executed.

BOARD OF COOPERATIVE EDUCATIONAL SERVICES
SOLE SUPERVISORY DISTRICT OF FRANKLIN-ESSEX-HAMILTON BOCES

By:  1/17/19
Dennis J. Egan, Board President, Franklin/Essex/Hamilton BOCES Date Signed

BOARD OF COOPERATIVE EDUCATIONAL SERVICES
SOLE SUPERVISORY DISTRICT OF CLINTON-ESSEX-WARREN-WASHINGTON COUNTY
ALSO KNOWN AS CHAMPLAIN VALLEY EDUCATIONAL SERVICES

By: _____
MARK DAVEY, SUPERINTENDENT OF SCHOOLS/LARRY BARCOMB, BOARD PRESIDENT Date Signed



**BOARD OF COOPERATIVE EDUCATIONAL SERVICES
CLINTON-ESSEX-WARREN-WASHINGTON COUNTIES**

MEMORANDUM AGREEMENT

The Clinton-Essex-Warren-Washington Board of Cooperative Educational Services, also known as Champlain Valley Educational Services, hereinafter known as **CVES**, and the Clinton County Employment and Training Agency, hereinafter known as **CCETA**, agree as follows:

WITNESSETH:

WHEREAS, The New York State Office of Temporary and Disability Assistance has awarded a **Supplemental Nutrition Assistance Program Employment and Training SNAP ET Venture IV** contract, hereinafter known as **SNAP ET** program to the Champlain Valley Educational Services; and

WHEREAS, The aforesaid contract provides that **CVES** shall provide a **SNAP ET** program to the residents of the Champlain Valley Educational Services and the **CCETA**, and:

WHEREAS, The **CVES** desires to enter into an agreement with the **CCETA** for the performance of this project; and

NOW, THEREFORE, in consideration of the promises and mutual covenants contained herein it is mutually agreed by and between the respective parties as follows:

SCOPE OF WORK:

CVES will:

- Participate in SNAP ET program roll out and subsequent statewide meetings.
- Maintain participant files ensuring accuracy of documentation to support vouchering and auditing purposes.
- Maintain participant vouchering and data entry into NYS OTDA data system.
- Submit timely and accurate vouchers to NYS OTDA.
- Provide payment to CCETA for milestones achieved as per approved voucher.
- Participate in quarterly regional meetings with CCETA to review program progress and address questions and issues.

CCETA will:

- Assist participants in job search activities that lead to obtaining and retaining employment.
- Provide documentation to CVES as per SNAP ET milestones criteria prior to request for vouchering.
- Complete monthly participant reports and submit to CVES by the 8th day of the following month.

TERM:

The term of this agreement is for the period February 14, 2019 through September 30, 2019 unless

earlier terminated under the provisions of this agreement. Job retention milestones may be vouchered until December 31, 2019 for participants obtaining employment prior to September 30, 2019.

COMPENSATION AND MAXIMUM COST:

In full and complete consideration of CCETA's satisfactory performance under this agreement the CVES will make payment to CCETA for allowable costs incurred in accordance with the terms of this agreement up to \$7,250. Should additional funding become available, this amount may be re-negotiated by both parties.

Should Franklin-Essex-Hamilton (FEH) BOCES or the Clinton County Employment and Training Agency not achieve maximum milestones for their respective Memorandum Agreements, the remaining money may be reallocated to the remaining agency/agencies.

CVES shall maintain appropriate and complete accounts, records, documents and other evidence showing and supporting all costs incurred under this agreement.

PAYMENT:

CCETA will submit a detailed invoice to CVES at the following address:

**One Work Source
194 US Oval
Plattsburgh, NY 12903**

Such invoices will be submitted monthly but must be received by CVES prior to the last day of each month:

- A) Promptly after receipt of an invoice, CVES shall, subject to the provision hereof, make payment thereon as requested by CCETA.
- B) Payment is contingent upon the CVES receipt of funds from the New York State Office of Temporary and Disability Assistance.

TERMINATION:

Either CVES or CCETA may terminate this agreement at any time by giving thirty (30) days written notice to the other contracting party. All payments and liability therefore by CVES shall end on the date of termination and shall include all services performed up to the date of termination.

LIABILITY TO THIRD PARTIES:

The parties hereto shall indemnify and hold harmless each other from all damages, claims, or liabilities to persons or property, including counsel fees and the costs and expenses to defend any legal action cause by their negligent, reckless and/or intentional acts.

CCETA status under this Agreement shall be that of an independent contractor and not that of any agent or employee. CCETA warrants and represents that it has complied with all federal, state and local laws that are required for it to perform the services set forth in this Agreement.

CVES will not withhold or pay on behalf of CCETA or any of its employees: (a) federal and local income taxes, or (b) any other payroll tax of any kind. In accordance with the terms of this Agreement neither CCETA nor any of its agents or employees shall be treated as an employee of CVES with respect to the services provided in this Agreement.

CCETA has no authority to enter into contracts or agreements on behalf of CVES. This Agreement does not create a partnership between the parties.

No change, modification, or waiver of any term of this agreement shall be valid unless it is in writing signed by both CVES and CCETA.

This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements or understanding between CVES and CCETA

IN WITNESS WHEREOF, this Agreement has been duly executed.

THE CLINTON COUNTY EMPLOYMENT AND TRAINING AGENCY

By: Kathy Bishop
Kathy Bishop, Senior Employment Coordinator

1/02/2019
Date Signed

BOARD OF COOPERATIVE EDUCATIONAL SERVICES
SOLE SUPERVISORY DISTRICT OF CLINTON-ESSEX-WARREN-WASHINGTON CO
ALSO KNOWN AS CHAMPLAIN VALLEY EDUCATIONAL SERVICES



By: _____
Mark Davey, Superintendent of Schools/Larry Barcomb, Board President

Date Signed

ENC. 12

Recommend that the Board approve the following Letter of Agreement:

Agreement between Clinton-Essex-Warren-Washington BOCES and Tetra Tech Architects & Engineers (District Architect) under which the District Architect will work with BOCES to develop 2019-20 budget and scope for the annual (mini) capital project. Services will be billed on a Time and Materials basis for an estimated amount of \$2,200, plus reimbursable expenses. The agreement commences February 13, 2019 and will remain in effect until services are completed. (Management Services) (attached)

ENC. 13

Recommend that the Board accept the following Proposal:

1. Recommend, based on Tetra Tech's analysis of the proposals submitted for Capital Project Pre-Renovation Testing Services for Asbestos, PCB's, RCRA Metal, and LBP, that the Board accept the proposal submitted by Atlantic Testing Laboratories, Limited (ATL) under which ATL will provide testing services at the Plattsburgh Main Campus, Plattsburgh Satellite Campus, and Mineville Campus for a current estimated cost of \$20,470. Be it further recommended that the CVES Board President be granted authority to enter into contracts contingent upon CVES' attorney approval.

Note: Two additional firms submitted proposals:

- KAS, Inc. of Plattsburgh, NY - \$25,580
- Intertek - Professional Service Industries, Inc. of Schenectady, NY - \$34,715

ENC. 14

Recommend that the Board accept the following letters of Resignation:

1. Cayla Wick, Teacher Aide/Student Aide, effective March 16, 2019
2. Chester Woods, Teacher Aide/Student Aide, effective February 18, 2019 (for the purpose of accepting Custodial Worker position)

ENC. 15

Recommend that the Board appoint the following person(s) to a Four-Year Probationary Appointment as follows:

1. Name: Amanda Zullo
Tenure Area: Assessment Planning
Position: Assessment & Planning Coordinator
Effective Date: March 25, 2019
Tentative Tenure Date: March 25, 2023
Certification Status: Professional 7-12 Chemistry, School Building Leader
Annual Base Salary: \$70,000.00
Pro-Rated Salary: \$19,541.67

ENC. 15 (CONTINUED)

2. Name: Susan Richards
Tenure Area: Business
Position: Business Education Teacher
Effective Date: January 23, 2019
Tentative Tenure Date: January 23, 2023
Certification Status: Business and Entrepreneurship
Annual Base Salary: \$ 43,645

(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).

ENC. 16

Recommend that the Board appoint the following person(s) to a 52-week Civil Service Probationary Appointment as follows:

1. Name: LeeAnn Bishop
Position: Teacher Aide/Student Aide
Effective Date: February 14, 2019
Tentative Permanent Date: February 14, 2020
Annualized Salary: \$15,976
Prorated Salary: \$6,984.48
2. Name: Diane Natishak
Position: Teacher Aide/Student Aide
Effective Date: February 14, 2019
Tentative Permanent Date: February 14, 2020
Annualized Salary: \$15,976
Prorated Salary: \$6,984.48
3. Name: Katherine Otis
Position: Teacher Aide/Student Aide
Effective Date: February 14, 2019
Tentative Permanent Date: February 14, 2020
Annualized Salary: \$15,976
Prorated Salary: \$6,984.48
4. Name: Jill Brown
Position: Teacher Aide/Student Aide
Effective Date: February 14, 2019
Tentative Permanent Date: February 14, 2020
Annualized Salary: \$15,976
Prorated Salary: \$6,984.48

ENC. 16 CONTINUED

5. Name: Latayla Duell
Position: Teacher Aide/Student Aide
Effective Date: February 14, 2019
Tentative Permanent Date: February 14, 2020
Annualized Salary: \$15,976
Prorated Salary: \$6,984.48
6. Name: Erin Keefe
Position: Account Clerk Typist - Confidential
Effective Date: January 28, 2019
Tentative Permanent Date: January 28, 2020
Annualized Salary: \$30,000
Prorated Salary: \$12,692.31
7. Name: Chester Woods
Position: Custodial Worker
Effective Date: February 18, 2018
Annualized Salary: \$29421.00
Prorated Salary: \$10,749.98
8. Name: Diana Handley
Position: Account Clerk/Typist 12 Month Support
Effective Date: February 14, 2019
Annualized Salary: \$25,184.00
Prorated Salary: \$9,395.57
9. Name: Michelle Perry
Position: Senior Account Clerk/ Typist Confidential
Effective Date: March 11, 2019
Annualized Salary: \$32,553
Prorated Salary: \$10,016.31

ENC. 17

Recommend that the Board grant Tenure to the following person:

1. Dena Tedford, Health Careers Program Coordinator, effective March 10, 2019

ENC. 18

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

1. Lucas Cross, Teacher Aide/Student Aide, effective February 14, 2019
2. Andrea Earley, Teacher Aide/Student Aide, effective February 14, 2019



TETRA TECH
ARCHITECTS & ENGINEERS

February 5, 2019

Mr. Eric Bell
Assistant Superintendent of Management Services
Champlain Valley Educational Services (CVES)
Clinton Essex Warren Washington (CEWW) BOCES
P.O. Box 455
518 Rugar Street
Plattsburgh, New York 12901

Re: CVES 2019-20 Annual Capital Project
Professional Architectural and Engineering Consulting Services

Dear Mr. Bell:

Tetra Tech is glad to provide CVES with this proposal for Architectural and Engineering services related to the CVES 2019-20 Annual Capital Project. It is a pleasure to assist you and your team in pursuits that always strive for excellence in education. The following identifies our mutual understanding of the scope of services we will be providing as well as the fees associated for the Project.

Project Budget and Scope:

It is our understanding that various scope items are being considered for the 2019-20 Annual Capital Project and that construction budget for the project will be approximately \$150,000 - \$300,000. The final project scope and budget, including contingencies and incidental expenses (A/E design fees, pre-design testing, printing costs, construction supervision, testing, etc.) will be determined during the course of the project development process.

Scope of our Services:

Tetra Tech proposes to assist CVES to determine the scope and budget for the project. Once these are approved by the Board, Tetra Tech will provide professional A/E design services to create plans and specifications that that will be submitted to the New York State Education Department (SED) for review and approval. Tetra Tech will assist CVES to bid the project, and once construction contract(s) are awarded will provide construction administration services.

Compensation:

Tetra Tech proposes to work with CVES to develop the 2019-20 Annual Capital Project scope and budget on a Time and Materials plus reimbursable expenses basis in accordance with our Hourly Rate Sheet (attached). We anticipate this effort will take 5-10 hours to accomplish.

Once the scope and budget of the project is finalized, we proposed to negotiate a fixed fee for the Design and Construction phases of the Project and amend this agreement accordingly. Our fees for Design and Construction Administration phases will be in accordance the fee schedule provided in our proposal for A/E services.

Schedule:

Tetra Tech is prepared to begin work on the project right away and we anticipate the following schedule:

Award of Contract	February 13, 2019
Scope & Budget Finalized	March 13, 2019
Design Phase	March May 2019
Board Update	April 10, 2019
SED Submission	May 2019
SED Review/Approval	Fall 2019*
Bid/Award	Winter 2020
Construction	Spring/Summer 2020

** SED and other Agency Approval timeframes are estimated and are solely dependent upon SED's workload at time of project submission. Accordingly, the dates given are our best estimate, and may change due to actual conditions which may result in an extension of the construction end date.*

Reimbursable Expenses:

Expenses will include any associated printing, mailing and handling costs to be invoiced at a rate of 1.15 times the actual cost. Expenses may also include fees payable to specialty sub-consultants retained directly by Tetra Tech Architects & Engineers. (Use of specialty sub-consultants would be reviewed with CVES prior to proceeding.)

Our proposal does not include the following consultants that are typically be retained directly by the District:

- Environmental Abatement Survey and Laboratory Testing professional services
- Environmental Design Services
- Topographical Surveys
- Geotechnical/Subsurface Exploration
- Clerk of the Works
- Construction Testing Services

Terms and Conditions:

This proposal will constitute a Letter of Agreement with Tetra Tech Engineers, Architects & Landscape Architects, P.C. d/b/a Tetra Tech Architects & Engineers for the basic services as described above when review, approval and acceptance is indicated by an authorized signatory for Champlain Valley Educational Services in the space provided after the Terms and Conditions section attached hereto and incorporated herein.

Further, the return of two (2) fully executed copies will authorize Tetra Tech Architects & Engineers to proceed with the scope of services herein described. This proposal together with the Terms and Conditions section will constitute the entire Letter of Agreement and will supersede any other agreements or understanding.

Should you have any questions regarding this Letter of Agreement, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Garrett Hamlin". The signature is stylized with a large, sweeping initial "G" and a long horizontal line extending to the right.

Garrett Hamlin, AIA, NCARB
Vice President
Garrett.Hamlin@tetrattech.com

TERMS AND CONDITIONS

1. **Relationship of the Parties:** Tetra Tech Engineers, Architects & Landscape Architects, P.C. d/b/a Tetra Tech Architects & Engineers shall act as an independent third party and shall have no legal relationship whatsoever to Champlain Valley Educational Service (CVES) Clinton-Essex-Warren-Washington BOCES also known as Client/Owner for which Tetra Tech A&E is providing services or contractors on the Project. Nothing herein shall be construed to create a joint relationship or partnership between the parties to authorize either party to act as a general agent or undertake contracts for the other party.
2. **Subcontracts:** Tetra Tech A&E shall have the right to subcontract any portion of the work or to use such other consultants as it may deem necessary provided that the utilization of such subcontractors or consultants shall not relieve the obligations of Tetra Tech A&E under this Agreement. Tetra Tech will review the selection of sub-consultants with the Owner prior to proceeding with their use.
3. **Billing & Payments:** CLIENT will pay Tetra Tech A&E for Services performed in accordance with the rates and payment terms set forth in the Proposal. Invoices for Tetra Tech A&E Services will be submitted on a two- to four-week basis, or upon completion of Services, as Tetra Tech A&E shall elect. All invoices will be paid by CLIENT within thirty (30) days after invoice date. If payment relates to the transmittal of a report, it shall be due upon transmittal of that report or within ten days of the report's completion. Invoice balances remaining unpaid for thirty (30) days after invoice date will bear interest from invoice date at 1.5 percent per month. If CLIENT fails to pay any invoice in full within thirty (30) days after invoice date, Tetra Tech A&E may, at any time, and without waiving any other rights or claims against CLIENT and without thereby incurring any liability to CLIENT, elect to suspend performance of Services upon ten (10) days prior written notice from Tetra Tech A&E to CLIENT. Notwithstanding any suspension or termination of Services by Tetra Tech A&E for non-payment of invoices, CLIENT shall pay Tetra Tech A&E in full for all Services rendered by Tetra Tech A&E to the date of termination of Services plus all interest. CLIENT shall reimburse Tetra Tech A&E for all costs and expenses of collection, including reasonable attorneys' fees. Tetra Tech A&E 's non-exercise of any rights or remedies, whether specified herein or otherwise provided by law, shall not be deemed a waiver of any such rights or remedies, nor preclude Tetra Tech A&E from the exercise of such rights or other rights and remedies under this instrument, or at law.
4. **Term:** This Agreement will be for a period of nineteen months beginning as of February 13, 2019 and may be terminated by either party giving thirty (30) days written notice to the other party at the addresses stated above or at any address chosen subsequent to the execution of this Agreement and duly communicated to the party giving notice or immediately upon the material breach of this Agreement.
5. **Copyrights:** Client/Owner acknowledges that the reports, specifications, data and any other information that Tetra Tech A&E shall supply may only be reproduced in direct relation to the project it was prepared for and may not be disseminated or used by others. Any other use of the documents shall constitute a violation of copyright on said documents and shall entitle Tetra Tech A&E to immediate injunctive relief.
6. **Standard of Care:** Tetra Tech A&E agrees that it will endeavor to perform the Services under this Agreement in a manner consistent with that level of care and skill ordinarily exercised by other Architectural and Engineering consultants performing such services within the same limits prescribed by the CLIENT at the same time performed by Tetra Tech A&E in the same locality as the Site and under similar circumstances and conditions faced by Tetra Tech A&E (the "Required Standard of Care").
7. **Control of Site:** CLIENT acknowledges that it is now and shall remain in control of the Site at all times. Tetra Tech A&E shall have no responsibility or liability for any aspect or condition of the Site, now existing or hereafter arising or discovered. Tetra Tech A&E does not, by its entry into an agreement with CLIENT, or its performance of Services under any such agreements as set forth in the Proposal, assume any responsibilities or liability with respect to the Site; nor shall any liability or responsibilities be implied or inferred by reason of Tetra Tech A&E 's performance of any work under the Proposal.

8. **Indemnification:** Tetra Tech will maintain Professional Liability Insurance, under which the Client/Owner, their respective officers, employees and agents are held harmless and indemnified for liability arising from duties and omission assumed by Tetra Tech A&E under contract, but only to the extent that such liability is the result of a negligent act, negligent error or negligent omission of Tetra Tech A&E arising out of professional services. With respect to General Liability Insurance, Tetra Tech A&E shall indemnify and hold the Client/Owner, the engineer and its consultants, and their respective officers, employees and agents, and all owners of property on which work is being performed hereunder pursuant to easement or right of way agreements, harmless from and against damage, liability, loss or cost of claim to the extent that such liability is a result of an act of Tetra Tech A&E arising out of contractual services. Client/Owner hereby agrees to indemnify and hold harmless Tetra Tech A&E and its respective officers, employees, and agents from and against all legal fees, claims, judgments, and costs arising from acts, errors, inability to perform or omissions on the part of Client/Owner in the performance of professional and contractual services under this Agreement. Tetra Tech A&E shall not be responsible for the consequences of acts of God (such as tornado, hurricane, flood, etc.; acts of terrorism; the Contractors' or subcontractors' (and their respective agents', employees' and subcontractors') acts or omissions; insurrections and civil commotions; embargoes, shortage or unavailability of materials, supplies, labor, equipment and systems; sabotage; vandalism; the requirements of law, statues, regulations and other legal requirements, orders or judgments; and any other similar matters beyond the reasonable control of Tetra Tech A&E (collectively, the "Force Majeure Events").

9. **Choice of Law:** Provisions of this Agreement shall be construed in accordance with the laws of the State where the project is located in and shall inure to the benefit of the respective parties, their heirs, personal representatives and assigns. The provisions of this Agreement are severable, and in the event any provision hereof is determined to be invalid or unenforceable, such invalidity or unenforceability shall not in any way affect the validity or enforceability of the remaining provisions herein.

10. **Acceptance of Proposal:** Upon acceptance of the Proposal to which these Terms and Conditions are appended, the Proposal and these Conditions shall represent the entire and integrated agreement between the parties and supersedes all prior agreements, understandings and negotiations between the parties whether oral or written. This Agreement shall not be amended or modified except by a written agreement executed by the parties hereto.

11. **Notices:** All notices required or permitted under this Agreement shall be in writing and shall be deemed to have been given when delivered by registered mail, postage prepaid, return receipt requested, and sent to Tetra Tech Architects & Engineers, Cornell Business & Technology Park, 10 Brown Road, Ithaca, New York 14850 and Tetra Tech A&E shall send all such notices to the name and address to which the Proposal is originally sent.

**ACCEPTED BY AND AGREED TO
ON BEHALF OF the Champlain Valley Educational Service (CVER)
Clinton-Essex-Warren-Washington BOCES:**

By: _____
An Authorized Signatory

Title: _____

Date: _____



ENC. 19

Recommend that the Board approve the following Salary Adjustment due to receipt of certification:

1. Name: Susan Richards
Position: Business Education Teacher
Effective Date: January 23, 2019
Old Salary: \$ 37,145
New Salary: \$ 43,645
Prorated Salary: \$23,350.08

Recommend that the Board approve the following Salary Adjustment due to change from 12-Month Support Staff Unit to the Confidential Unit:

1. Name: Laura Sterling
Position: Account Clerk/ Typist- Confidential
Effective Date: January 28, 2019
Old Salary: \$25,618
New Salary: \$29,618
Prorated Salary: \$12,530.69

ENC. 20

Recommend that the Board approve the following list of Adult Education Course Instructors for the 2018-2019 school year:

Adult Education \$37/hour

Lisa Banker
Tanner Senecal

ENC. 21

Recommend that the Board approve the following list of Facilitator for the period of April 7, 2019 through June 30, 2019:

Facilitator (\$30.00/hour)

Jane Landry

ENC. 22

Recommend that the Board approve the following list of Substitute and Temporary-On-Call appointments for the 2018-19 school year:

<u>Name</u>	<u>Position</u>
LeeAnn Bishop	Teacher Aide/Student Aide
Diane Natishak	Teacher Aide/Student Aide
Tyler Robinson	Teacher Aide/Student Aide
Brandy Rosselli	Teacher Aide/Student Aide

ENC. 22 CONTINUED

<u>Name</u>	<u>Position</u>
Amy Keech	Teacher Aide/Student Aide
Andrew Peryer	Teacher Aide/Student Aide
Jill Brown	Teacher Aide/Student Aide (PENDING FP CLEARANCE)
Latayla Duell	Teacher Aide/Student Aide (PENDING FP CLEARANCE)
Katherine Otis	Teacher Aide/Student Aide (PENDING FP CLEARANCE)
Alicia Derone	Teacher Aide/Student Aide (PENDING FP CLEARANCE)
Nora Rougier	Teacher Aide/Student Aide
Brandy Rosselli	Teaching Assistant
Amy Keech	Teaching Assistant
Janice Wheeler	Teaching Assistant (PENDING FP CLEARANCE)
Nora Rougier	Teaching Assistant
Amy Keech	Teacher
Brandy Rosselli	Teacher
Janice Wheeler	Teacher (PENDING FP CLEARANCE)
Sarah Sorensen	Registered Nurse (schools)
Brandy Rosselli	Food service helper
Erin Keefe	Account Clerk Typist – Confidential (PENDING FP CLEARANCE)

ENC. 23

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

ISC

Matthew Formicola
Conner McKenzie

ENC. 24

Recommend that the Board authorize the following individual to collect money at the CV-TEC Plattsburgh Main Campus for the 2018-19 school year:

CV-TEC Main Campus

Stacie Winchell - Adult Education Tuitions and Fees & Other CV-TEC Program Income

Recommend that the Board Authorize Stacie Winchell as bursar of the \$100 petty cash fund at the CV-TEC Main Campus Office for the remainder of the 2018-2019 school year (replacement for Kristen Parker)

ENC. 25

Recommend that the Board approve the following Request for Approval of Attendance to Conference/Workshop for the following Board Members:

Linda Gonyo-Horne

Rural Schools Association Board Meeting
April 12, 2019, OCM BOCES, Liverpool, NY (overnight accommodations needed)

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 *TCS*
DA: January 29, 2019
RE: **February 2019 Board Report**

Mr. Robert Joyce: Celebrating 64 Years of Dedication and Service at CVES

Mr. Robert Joyce decided to step away from his facilitator duties for the FM Emergency Communication Co-Ser, effective January 11, 2019. Bob has been employed at CVES since September 1, 1954. He has been our longest serving employee with 64 years, a record that may be in the record books forever. He has done it all, over the years, traveling the North Country on a regular basis. The Instructional Services Center hosted a luncheon to allow current and former CVES employees to share their memories and provide him with a proper send off. Mr. Robert Joyce, a true CVES legend!



APPR Legislation Reintroduced January 2019

In April 2018, legislation was introduced in the Assembly to revise teacher and principal evaluations however never made it to the floor for a vote. This same piece of proposed legislation was reintroduced and renumbered at the start of this new legislative session, January 2019. The bill primarily delinks the required use of state assessments from educator evaluations, with the remaining major components of APPR left intact.

The action to delink required use of state assessments in professional evaluations was supported by many professional organizations across the state last year and has been under much discussion

since it was introduced. This legislation is moving quickly and seems to have gained considerable traction.

While this legislation addresses a fundamental problem with the current APPR process, remaining components, such as the prohibition of certain performance indicators, the continuation of a required independent evaluator, and the possible increased reliance on the SLO process continue to be a concern by many across the state. SED has two work groups revisiting and attempting to make some changes, however they are not sure if the NYS legislature will act, prior to them finishing their work. It is important we continue to voice our concerns to assist in the development of a revised APPR system that will work for all.

State Education Department Announces New School Accountability Determinations

New York State's Every Student Succeeds Act (ESSA) plan emphasizes fostering equity in education for New York's students; expands measures for school support and accountability and student success; and requires school-level improvement plans for the lowest performing schools overall, as well as schools with the lowest performance for certain student populations.

The New York State Education Department (NYSED) announced district and school accountability determinations as required by ESSA. State Education Commissioner MaryEllen Elia identified 106 school districts as Target Districts, 245 schools for Comprehensive Support and Improvement and 125 schools for Targeted Support and Improvement. In addition, NYSED identified 26 schools to be newly placed into receivership and 37 schools to be removed from receivership at the end of the 2018-19 school year, including two schools scheduled to close. This will leave 43 schools in receivership at the end of the 2018-19 school year.

New York State undertook a substantial and comprehensive public engagement process to develop the school accountability indicators contained in the state's ESSA plan. To support these efforts, NYSED established an ESSA Think Tank with representatives from more than 100 organizations, including district leaders, teachers, parents, community members and students, and consulted with national education experts to determine accountability indicators for New York's public schools.

For the first time this year, based on data for the 2017-18 school year, every district, public school and charter school earns a score of 1 to 4, where 1 is the lowest and 4 is the highest, for each ESSA accountability indicator.

Accountability indicators include:

- student achievement in ELA, mathematics, science and social studies;
- student growth in language arts and math;

- 4-, 5-, and 6-year graduation rates;
- student readiness for college, career, and participation in civic life;
- acquisition of English proficiency by English language learners; and
- chronic absenteeism.

For additional information, please visit <http://www.nysed.gov/news/2019/state-education-department-announces-new-school-accountability-determinations>.

Updated Resources for Every Student Succeeds Act Implementation

Updated resources are now available for schools and districts as they implement New York's Every Student Succeeds Act (ESSA) plan. The resources include a more user-friendly website that serves as a one-stop-shop of information for educators, parents, and others. The new ESSA website (<http://www.nysed.gov/essa>) features guidance documents with a frequently asked questions component and informational videos on what ESSA requires and how it creates more opportunities for student success. Additional resources will be added and amended as they are completed.

New resources on the website include:

- 17 guidance documents on both programmatic and fiscal topics to schools receiving federal funds from programs under ESSA;
- Fact sheets for parents and educators that summarize and explain the final ESSA plan available in 15 languages;
- Pre-recorded webinars that further explain changes to guidance documents and school requirements on such topics as Consolidated Applications for ESSA-Funded Programs and the helpful “Title Talk Tuesday” for districts receiving title funds;
- Information on school accountability designations, which will be updated with additional resources when new designations are announced next year;
- Information on equitable services for nonpublic schools;
- Resources for English language learners and Multilanguage learners and;
- Recent ESSA news.

A new brief informational video (<http://www.nysed.gov/video/essa-informational-video>) about the ESSA plan and its implementation is also now available. The parent-friendly video includes information on what ESSA requires and the changes that will occur. It shows how ESSA creates more opportunities for student success through a reduction in testing time, teacher preparedness, and parent and community involvement in the school improvement process. This video is available with captions in English and seven additional languages to increase accessibility. These languages are Spanish, French, Russian, Traditional Chinese, Simplified Chinese, Japanese and Arabic.

Additionally, the website features a helpful webinar for educators on the ESSA plan for Growth in English Language Proficiency (ELP). It focuses on the New York State English as a second language

achievement test (NYSESLAT) and provides an overview of the steps to determine a school-level rating in ELP. The brief video discusses probability of students meeting growth targets and school benchmarks, among other topics administrators may find valuable.



CV-TEC DIVISION
Michele M. Friedman
 Director of Career and Technical Education

friedman_michele@cves.org
 Plattsburgh Main Campus, 518-561-0100 FAX 518-561-0494
 Mineville Branch Campus, 518-942-6691 FAX 518-942-3368
 Satellite Branch Campus, 518-561-0100 FAX 518-324-6620
 OneWorkSource, 518-561-0430 FAX 518-324-3379

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: February 4, 2019
 RE: February 2019 Board Report

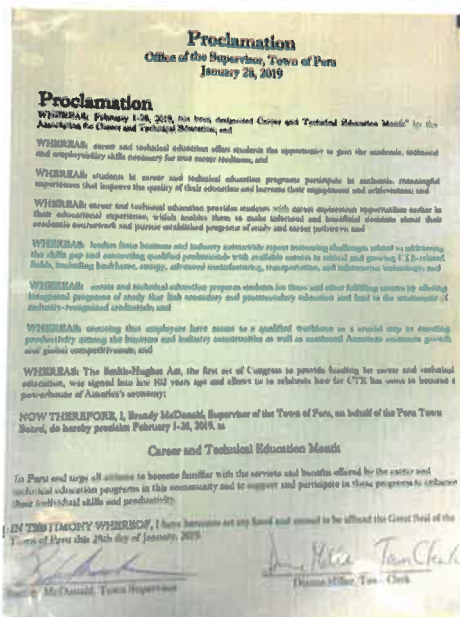
February is National CTE Month

CV-TEC's Career & Technical Education (CTE) Programs provide rigorous and relevant career pathways that engage students; develop their academic, technical and employability skills; and include opportunities for work-based learning and mentorship. By delivering skills for further education and the workplace through flexible and creative models, CTE holds the key to ensuring students can achieve their full potential and develops a prepared workforce that can respond to local and regional economic needs. CV-TEC will be celebrating National CTE Month with multiple events and celebrations of exemplary student work and outstanding instruction.



CTE Month Proclamations Made By Town of Peru, Town of Saranac & Town of Beekmantown

**CELEBRATE TODAY,
 OWN TOMORROW!**



The Town Boards of Peru, Saranac and Beekmantown declared February 1 – 28, 2018 CTE Month. They join The Town of Plattsburgh, The City of Plattsburgh, and the Clinton County Legislature in honoring the CV-TEC Division of Champlain Valley Educational Services for their contributions in Career and Technical Education for youth and adults. The proclamations were made at recent meetings in support of CTE across the North County.



CV-TEC Launches a New Evening Options for Kids & Families: TEC KidNectons

CV-TEC invites parents and family members to experience the fascinating world of Career and TEchnical Education (CTE). New, this Spring, "TEC KidNectons!" invites Parents and children to participate in Mini CTE courses at its multiple campus locations! Dates and Times will vary for individual sessions. See TEC KidNectons Catalog for complete listing of sessions, times, and registration information.

<https://www.cves.org/tec-kidnections/>

NEW! Spring TEC KidNectons! Courses					
Cost per Seat (Minimum Age, 12 Years Old Unless Otherwise Indicated if unaccompanied)					
Course Title	Location	Register By	Seat Cost Adult	Seat Cost Child w/Adult	Seat Cost Child Alone
LEGO Robotics! (Ages 10+)	Main	2/1/2019	\$ 30.00	\$ 15.00	\$ 30.00
Creating Party Invitations in Google Docs	Main	2/15/2019	\$ 30.00	\$ 15.00	\$ 30.00
Troubleshooting Your Home Network (Beginners)	Main	2/28/2019	\$ 30.00	\$ 15.00	\$ 30.00
4 Hour Self Defense Course for Beginners (Ages 16+)	Main	3/1/2019	\$ 30.00	\$ 15.00	\$ 30.00
Performing Mini Facials & Mini Manicures	Main	4/1/2019	\$ 30.00	\$ 15.00	\$ 30.00
Making an Electronic Collage with Pixlr (Free Picture Editor)	Main	3/1/2019	\$ 30.00	\$ 15.00	\$ 30.00
How to Repair an Old Photo with Pixlr (Free Picture Editor)	Main	3/15/2019	\$ 30.00	\$ 15.00	\$ 30.00
Fresh Pasta Making (Children Under 16 - Require Adult Accompaniment)	Main	3/1/2019	\$ 30.00	\$ 15.00	\$ 30.00
Solve 10 Basic Residential Electrical Problems (Ages 16+)	Main	2/1/2019	\$ 30.00	\$ 15.00	\$ 30.00
Soup Making 101 (Children Under 16 - Require Adult Accompaniment)	Main	3/1/2019	\$ 30.00	\$ 15.00	\$ 30.00
Marine Knot Tying	Mineville	3/15/2019	\$ 30.00	\$ 15.00	\$ 30.00
Build Your Own Adirondack Chair* (* Materials Extra)	Mineville	2/15/2019	\$ 60.00	\$ 30.00	\$ 60.00
Basic Electrical for the Home!	Mineville	3/1/2019	\$ 30.00	\$ 15.00	\$ 30.00



CV-TEC Proudly Announces: TEC KidNectons!

Featuring exploratory, fun-filled, classes. Open to middle school and high school students, parents, grandparents, and adults seeking exposure to TEchnical learning and fun.



Classes include:

- LEGO Robotics!
- Performing Mini Facials & Mini Manicures!
- Fresh Pasta Making
- Soup Making 101
- Build Your Own Adirondack Chair
- Marine Knot Tying
- 4 Hour Self Defense Course for Beginners
- Troubleshooting Your Home Network

And Many More!!



CV-TEC invites parents and family members to experience the fascinating world of Career and TEchnical Education (CTE). New, this Spring, "TEC KidNectons!" invites parents and children to participate in Mini CTE courses at its multiple campus locations!

Dates, times and locations will vary for individual sessions. See TEC KidNectons Catalog for complete listing of sessions, times, and registration information using the link below:

<https://www.cves.org/tec-kidnections/>

For more information visit: <https://www.cves.org/tec-kidnections/> or call us at 618-661-6100 ext 243

Clinton Community College and CV-TEC Announce New Pathways

Plattsburgh, New York_ Garry Douglas, President of the North Country Chamber of Commerce along with Dr. Mark Davey, District Superintendent, Champlain Valley Educational Services (CVES, CEWW BOCES) and Ray M. DiPasquale, President of Clinton Community College, are pleased to announce the establishment of a new articulation pathway in Nursing, and the reaffirmation of existing agreements between the two institutions.

These articulation agreements allow for students who complete specific fields of study and meet performance requirements at the Champlain Valley Technical Education and Careers Center (CV-TEC), the Career and Technical Education Division of CVES, to be granted advanced placement into corresponding programs of study at Clinton Community College. CV-TEC and Clinton Community College have had a long-standing affiliation and are excited to renew this partnership, as well as add the Nursing pathway. These agreements are a positive collaboration that will benefit many students in the county.

"We are thrilled about expanding our partnership with CV-TEC in the Nursing Program," states President DiPasquale. "CV-TEC's program is rigorous, and their students are well prepared for Clinton's AAS program. It makes sense to streamline the pathway for those students."

Dr. Davey adds, "CVES is a proud partner with Clinton Community College in strengthening our program articulation in Nursing and reconfirming our strong working relationship for all of our programs. Together, CV-TEC and Clinton Community College are providing better and expanded opportunities for our students and their workforce development."

"Real partnership is required among our education and training partners to meet the needs of employers and to maximize the skills and future of both our young people and others seeking career advancement," states Garry Douglas, President of the North Country Chamber of Commerce. "We applaud both Clinton Community College and CV-TEC for advancing their collaboration both in nursing and other fields, creating a stronger and easier pathway for hundreds of students."

Faculty and administrators at both schools have worked collaboratively in developing numerous pathways, all of which grant course-specific credit to CV-TEC students who complete their program of study. The most recent pathway provides an opportunity for students completing the Practical Nursing program at CV-TEC to receive advanced placement in the Associate of Applied Science degree program in Nursing at Clinton Community College. Additional agreements provide pathways to programs of study in Mechanical Technology, Criminal Justice, Renewable Energy Technologies, Computer Information Systems, Individual Studies and Health Studies at Clinton.

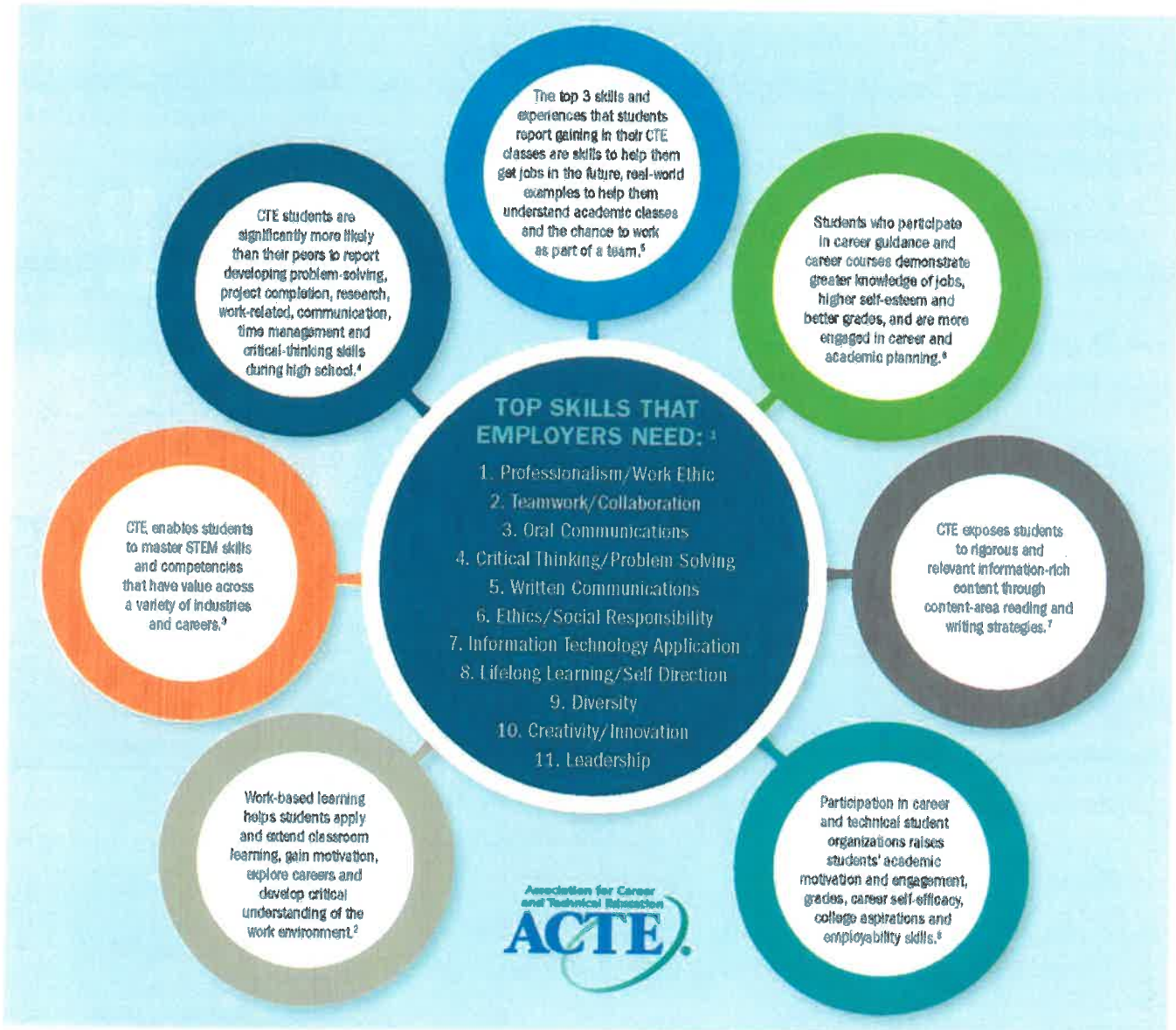
All of the pathways are designed to provide high quality preparation for careers in fields such as advanced manufacturing, nursing, human services, applied sciences, and criminal justice.

A formal signing of the Articulation Agreements will take place on **Wednesday, February 6 at 1:00 PM** at the North Country Chamber of Commerce located at 7061 Route 9 in Plattsburgh.



CTE: READINESS FOR ALL CAREERS

CTE students gain pathway-specific **TECHNICAL** and **ACADEMIC** skills as well as cross-cutting **EMPLOYABILITY** skills for success in any workplace, in further education and in career awareness and planning. In fact, CTE inspires and motivates students to develop many of the skills that employers most need across jobs and industries.



1. The Conference Board, Corporate Values for Working Families, the Partnership for 21st Century Skills and the Society for Human Resource Management, *Are They Really Ready to Work?*, 2009 (employer responses for skill needs of new workforce entrants with two-year degrees).

2. Alfeld et al., *Work-Based Learning Opportunities for High School Students*, National Research Center for CTE, 2013.

3. *Advance CTE, CTE is Your STEM Strategy*, 2013.

4. Lebes et al., *CTE Pathway Programs, Academic Performance and the Transition to College and Career*, National Research Center for CTE, 2012.

5. *My College Options*®/ACTE research study, 2017.

6. Hughes & Karp, *School-based Career Development: A Synthesis of the Literature*, Community College Research Center, Teachers College, Columbia University, 2004.

7. ACTE, *Issue Brief: CTE's Role in Adolescent Literacy*, 2009.

8. Alfeld et al., *Looking Inside the Black Box: The Value Added by Career and Technical Student Organizations to Students' High School Experiences*, National Research Center for CTE, 2012.



P.O. Box 455, Plattsburgh, NY 12901 www.cves.org
P.O. Box B, Mineville, NY 12956

SPECIAL EDUCATION DIVISION

Plattsburgh Campus, 518-561-0100 FAX 518-561-5624
Mineville Campus, 518-942-6691 FAX 518-942-3368

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: February, 2019
Re: Board of Cooperative Educational Services Report

Special Education Division's Classroom & Schoolwide Events

Professional Development



January 10th was a half day of professional development with varied activities for staff. Our Elementary Life Skills and Academic staff participated in training with a trainer from PAX. The Special Education Division was fortunate to be a part of a community



grant with Richelle Gregory and the Mental Health and Addiction Services to bring the PAX training to our staff. PAX are behavior games and skills to use throughout the school day to help students of trauma build coping skills. In Mineville, Jeff Sisson presented to staff on School Climate and Right to Know. Staff working in the autism program reviewed the characteristics of autism, the principles of Applied Behavior Analysis (ABA), and positive/proactive strategies to manage challenging behavior with our BCBA, Andrea Mott. The goal of the training was to help staff better understand why the procedures used in the program such as reinforcement, teaching in small steps, determining the function of behavior and systematic programming are effective with students with autism. Tedi Bourg and her team presented Breakout EDU to the rest of the staff at WAF. Breakout Edu is essentially an "escape room" used in the classroom. It can be used for any age, grade level and any content. It allows students to collaborate and work together to "breakout". Our staff used their math knowledge as well as problem solving skills. They had 60 minutes to complete the challenge and the team with the best time broke out with 15 minutes left to spare.

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.

Helping Schools Become Healing Places



Our delayed professional development because of the storm of November 16 was rescheduled and a success on January 18. Our appreciation to the Department of Social Services for providing Dave Melnick of the Northeastern Family Institute of Vermont with Safe Harbor funds to present on Helping Schools Become Healing Places. SPED was able to invite a few members of school districts to join us for the day (Peru, Elizabethtown/Lewis/Westport, Saranac, Northern Adirondack, Moriah, Beekmantown and CV-TEC). SPED has focused professional development this year on social emotional learning. SPED is moving from a trauma informed workplace to trauma transformed. We have received information now moving on to application in all we do with students. Trauma is universal. Melnick referred to our group of about 200 and noted that about 50% of us have been exposed to trauma in our lives. He helped us understand the signs and symptoms and gave us strategies to respond in appropriate ways. Trauma is like a virus on the brain. In our students the survival brain may be in charge. Building relationships, having empathy and listening are strategies that are potential firewalls to stop trauma. The closer you are to the viral load could have you burn out – catch the virus – compassion fatigue. To immunize yourself against the virus is to have a supportive environment. A strategic goal this year is to provide for wellness not only for our students but for our staff. TCI refreshers have focused on the incident review to be supportive of the student and staff involved.

Wellness Committee



The Special Education Staff enjoyed a pot luck luncheon before the PD on January 10th. This is a part of the wellness initiative to support our staff with positive climate building. After school activities have been a hike, an exercise class, a drumming session and a session on Heart Health as well as presentations on Suicide Safety for Schools and School Climate.

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.

Deputy Hilliker Retires



January 15th was a celebration of Deputy Hilliker. Deputy has been a part of CVES for 7 years as the SRO. She was a committee member of our safety, PBIS and wellness committees. Deputy was not a traditional SRO, she took part in all activities even becoming the Mayor of Oz for the prom last year. She brought the Special Olympics Law Enforcement run to our campus! The law enforcement team joined with our team for the Polar Plunge. She organized Community Helper Day, an activity to familiarize our students with community helpers. We could go on and on as to the part Deputy was for our school. She built relationships with

staff and students. Every morning and every night she was at the door to say good morning and good night. Deputy is a private individual and we knew she wanted all low key. We did try to keep things secret for her good bye. CV-TEC presented her with a flag and banner on January 14. SPED had all the students write a message on the back of a donut shape and we put those in Dunkin Donut boxes for her to read in her leisure! She was presented with gift certificates to use in her retirement as we celebrated with a slide show and deputy badge shaped cookies. All the students sat with her while we watched the slide show and to our surprise lined up to give her a hug. Many tears were shed. Wishing her the best in her retirement. "39" (her badge number) you will be missed.

It is a tradition to have SPED retirees walk the red brick path with a brick now with their retirement year on it. Deputy has a brick on our red brick road.



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

Cosser	921-2019	925-2019	927-2018	947-2019	949-2019	950-2019	951-2018	952-2019	954-2019
Program Description	NSLP Equipment Assistance	RSE-TASC	Core Rehabilitation Services	SLS Operating Aid	SLS Categorical Aid for Automation	EPE	HSE Test Administration	WIOA Title II Adult Basic Ed	Perkins IV Basic
Approved Budget	\$ 14,152	\$ 214,530	\$ 322,290	\$ 102,694	\$ 10,419	\$ 382,250	\$ 6,659	\$ 60,182	\$ 111,473
Revenue Available/Earned	\$ 14,152	\$ 214,530	\$ 289,556	\$ 96,981	\$ 9,699	\$ 161,217	\$ 7,150	\$ 60,182	\$ 111,473
Prior Year Rollover	-	-	81,039	5,703	720	-	1,967	-	-
Expenditures to-date	(8,585)	(22,852)	(263,749)	(52,664)	(4,026)	(147,617)	(6,724)	(29,564)	(49,651)
Est. Encumbrances to-date (including indirect cost)*	(5,567)	(2,117)	(5,585)	(44,376)	(4,086)	(198,763)	(108)	(30,042)	(60,239)
Unexpended Balance	\$ -	\$ 189,561	\$ 101,261	\$ 5,654	\$ 2,307	\$ (185,163)	\$ 2,285	\$ 576	\$ 1,583
Percentage Utilized	100%	12%	67%	90%	73%	91%	79%	99%	99%
Grant Program Ending:	7/31/2019	6/30/2019	12/31/2018	6/30/2019	6/30/2019	6/30/2019	12/31/2018	6/30/2019	6/30/2019
Finance Approval Obtained:	8/13/2018	11/6/2018	12/17/2014	6/8/2018	7/2/2018	9/13/2018	1/16/2018	10/22/2018	8/8/2018
Director:	Bell	Gray	Berry	Gray	Gray	Friedman	Friedman	Friedman	Friedman

FINAL

Cosser	956-2019	959-2018	959-2019	963-2019	992-2017	995-2019	996-2019	997-2019
Program Description	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	WIOA Title II, Corrections	NYS Basic Literacy- JCEO	NYS Basic Literacy- One Work Source
Approved Budget	\$ 51,378	\$ 109,580	\$ 300,000	\$ 140,000	\$ 68,571	\$ 109,971	\$ 125,000	\$ 125,000
Revenue Available/Earned	\$ 47,366	\$ 176,319	\$ -	\$ 47,250	\$ 68,571	\$ 109,971	\$ 125,000	\$ 125,000
Prior Year Rollover	4,012	-	-	12,955	-	-	-	-
Expenditures to-date	(30,823)	(100,062)	(6,638)	(46,774)	(63,790)	(8,873)	(60,071)	(57,275)
Est. Encumbrances to-date (including indirect cost)*	(9,405)	-	(28,144)	(12,861)	(1,687)	(88,291)	(61,006)	(62,157)
Unexpended Balance	\$ 11,150	\$ 76,257	\$ (34,782)	\$ 570	\$ 3,094	\$ 12,807	\$ 3,923	\$ 5,568
Percentage Utilized	73%	91%	12%	39%	95%	88%	97%	96%
Grant Program Ending:	6/30/2019	9/30/2018	9/30/2019	3/31/2019	3/31/2019	6/30/2019	6/30/2019	6/30/2019
Finance Approval Obtained:	6/8/2018	2/9/2017	11/30/2018	6/13/2018	2/4/2016	11/2/2018	11/9/2018	11/5/2018
Director:	Gray	Friedman	Friedman	Friedman	Gray	Friedman	Friedman	Friedman

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

**Project Finance Approval Pending with Agency.