

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

DATE: April 10, 2019  
 KIND OF MEETING: Regular Board Meeting  
 PLACE: Yandon-Dillon Center, Mineville, NY

Board Members Present:

Larry Barcomb  
 Leisa Boise  
 Jane Donahue  
 Patricia Gero  
 Linda Gonyo-Horne  
 Richard Harriman, Sr.  
 Donna LaRocque  
 Bruce Murdock  
 Lori Saunders  
 Florence Sears  
 Michael St. Pierre

Board Members Absent:

Evan Glading  
 Richard Malaney  
 Ed Marin  
 Thomas McCabe

Executive Officer:

Dr. Mark C. Davey

Board Clerk:

Meaghan Rabideau

Others Present:

Eric Bell  
 Teri Calabrese-Gray  
 James McCartney III  
 Meghan Zedick  
 Christine Myers  
 James Bouffard  
 Garrett Hamlin  
 Philip H. Mero  
 Michael Horne

MEETING  
TO ORDER

The Board President called the meeting to order at 6:38 p.m.

EXECUTIVE  
SESSION

Mr. Murdock moved, seconded by Mrs. Saunders, that the Board go into Executive Session at 6:39 p.m., for the following reasons: #4 - A matter of discussion regarding proposed, pending or current litigation; #5 - A matter of collective negotiations pursuant to Article 14 of Civil Service Law (the Taylor Law); #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. Meghan Zedick, Esq. CVES' attorney from Stafford, Owens, Piller, Murnane, Kelleher & Trombley, PLLC. was present to provide legal advice on several matters. She assisted the CVES Board in their discussion of the upcoming new DS evaluation process and their consideration of contractual updates. Second, an update was provided on a notice of claim recently received involving a CVES student, as well as legal advice on filling an upcoming vacant BOCES Board seat. Third, the status of CVES' negotiations with various bargaining units was discussed, as well as the Board's review of the CEWW Health Insurance Consortium Memorandum's of Understanding (MOU) to expand the Consortium's Board of Directors and their consideration of the recommended Municipal Cooperation Agreement. Next, several confidential personnel matters were reviewed and an update was provided on CVES' Director of Special Education's extended vacancy search. Lastly, several contractual matters were discussed involving CVES programs and facilities. All Board Members present voted yes—motion carried.

Mr. Murdock moved, seconded by Mrs. Boise, that the Board come out of Executive Session at 7:56 p.m. All Board Members present voted yes—motion carried.

OPINIONS &  
CONCERNS FROM  
AUDIENCE

Dr. Davey recognized and congratulated Teri Calabrese-Gray who was selected for the 2019 Outstanding Educator Award by the School Administrators Association of New York State (SAANYS). Dr. Davey then recognized both Michele Friedman and Jen Gero who both recently received awards from the NYS Association of Career and Technical Education Administrators (ACTEA). Mrs. Friedman, Director of Career and Technical Education at CVES was this year's recipient of the Administrator Recognition Award and Mrs. Gero, NYS Master Teacher and instructor of the CVES New Visions Medical Careers, was the recipient of the ACTEA's Teacher Special Recognition Award. Next, Mr. Larry Barcomb, President of the CVES Board, commented on the recent Open House he attended at the Plattsburgh main campus where the Tiny House Project was showcased by the Construction Trades classroom. Mr. Barcomb stated that it was a full house as usual and that the teachers and students showed such enthusiasm for the work they were doing. Lastly, Mr. Jim McCartney, shared several photographs with the Board, including a photo of Mr. Tom Aubin, Welding Instructor, with the items purchased for his classroom from his recent award from Harbor Freight, and also a photo highlighting a student's welding project. Mr. McCartney also shared that CV-TEC recently hosted several CTE National Directors that were on campus visiting several identified CV-TEC programs to examine their distinguished Career and Technical Education (CTE) practices. They will then provide feedback and make recommendations to NYSED based on their visit.

CAPITAL PROJECT  
UPDATE

Mr. Eric Bell provided a CVES Capital Project PowerPoint presentation that included updates from the design phase of CVES' approved Capital project with building floor plans, site plans/traffic safety, project scope and budget. Mr. Bell then shared an update on the land acquisition for the Satellite campus and stated that the Joint Financing Agreement was approved and signed by all Component Districts. This important approval will allow for each district to choose their type of financing for the project. Next, Mr. Bell shared that CVES is also coordinating its planned "mini" capital projects to align with the larger Capital Project. The items under consideration include waterline replacement at the Plattsburgh main campus, and infrastructure upgrades and sewer upgrades at the Satellite campus. Lastly, Mr. Bell reviewed the recommendation for CVES' participation in NYSED's "third-party" capital project review process and the project timeline, which continues to remain on target. Dr. Davey provided additional information and thanked Mr. Bell and Tetra Tech, as well as their support teams for the coordinated effort during this phase of the project. Garrett Hamlin and James Bouffard of Tetra Tech Architects and Engineers were also present at the meeting to answer any questions from the Board.

PREVIOUS  
MINUTES

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne, to approve the minutes of the March 13, 2019 Board Meeting as presented. All Board Members present voted yes—motion carried.

CONSENT  
AGENDA  
FINANCIAL

Mrs. Gonyo-Horne moved, seconded by Mr. Murdock, to approve the following Consent Agenda Financial items 8a-8e as presented. All Board Members present voted yes—motion carried.

CERTIFICATION  
OF WARRANT

(8a) Approve the Certification of Warrant for March 4, 2019 to March 29, 2019 as presented.

TREASURER'S  
REPORT  
DONATIONS

(8b) Approve the Treasurer's Report from February 28, 2019.

(8c) Approve the following Donations:

1. For Our Student Stipend Fund:

United Way (January 2019)	32.17
Pepsi (February 2019)	92.56
Pepsi (March 2019)	92.18
United Way (March 2019)	<u>32.17</u>
TOTAL	- \$ 249.08

2. Donation of greenhouse supplies, with an estimated value of \$500.00 from Campbell's Greenhouse. This donation will benefit the students of the Environmental Conservation & Forestry Program.

BUDGET  
INCREASE

(8d) Approve the following Budget Increase:

1. Core Rehabilitation Service (CRS) Special Aid Fund Project budget from \$299,652 to \$412,600, for the period of January 1, 2019 through December 31, 2019, due to rollover funding in the amount of \$112,948. (Special Education)

CONTRACTUAL  
BUDGET  
INCREASE

(8e) Approve the following Contractual Budget Increase:

1. Increase to the General Staffing Agreement between Clinton-Essex-Warren-Washington BOCES and ETS, Inc. to add an estimated 128 hours of additional Account Clerk Typist support for use at Management Services. Services will bill at a rate of \$19.50 per hour and will extend contract services with ETS through May 3, 2019, bringing the 2018-19 total contract expenditure to an amount not to exceed \$44,300. (Management Services)

CONSENT  
AGENDA  
PERSONNEL

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

RESIGNATION  
FOR THE PURPOSE  
OF RETIREMENT  
AINTRAZI

(9a) Accept the following letter of resignation for the purpose of Retirement:

1. Diana Aintrazi, Teaching Assistant, Effective December 17, 2018

RESIGNATIONS  
LACROIX,  
BREYETTE

(9b) Accept the following letters of Resignation:

1. Nicholas LaCroix, Heavy Equipment/Diesel Instructor, Effective May 1, 2019
2. Aubrin Breyette, Special Education Teacher, Effective April 19, 2019

CIVIL SERVICE  
PROBATIONARY  
APPOINTMENT  
DION

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

1. Gabrielle Dion, Account Clerk/Typist, Effective May 1, 2019, Annualized Salary of \$25,184, Prorated Salary of \$4,165.05.

PERMANENT  
APPOINTMENT  
ST.PIERRE, FOX

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

1. Alexander St. Pierre, Network Systems Coordinator, Effective March 13, 2019
2. Jennie Fox, Teacher Aide/Student Aide, Effective April 11, 2019

POSITION  
INCREASE  
LAFOUNTAIN

(9e) Increase the following position from 10-months to 12-months:

1. Colleen LaFountain, Academic Service Coordinator, Effective July 1, 2019, Old Salary of \$71,319.00, New Salary of \$85,583.00.

FACILITATOR

(9f) Approve the following list of Facilitators for the period of April 11, 2019 through June 30, 2019:

Facilitator (\$30.00/hour)  
Tammy LaBombard

SUBSTITUTES

(9g) Approve the following list of Substitute and Temporary-On-Call appointments for the 2018-19 school year:

<u>Name</u>	<u>Position</u>
Maddison Bedard	Teacher Aide/Student Aide
Maura Trombley	Teaching Assistant
Charles Roberts	Custodial Worker

AUTHORIZATION  
OF INDIVIDUAL  
TO COLLECT  
MONEY

(9h) Authorize the following individual(s) to collect money at all CVES locations for the 2018-19 school year:

CV-TEC – Plattsburgh & Satellite Campuses  
Diana Handly – Adult Education Tuitions, Fees and other CV-TEC Program Income

PETTY CASH  
FUND BURSAR

(9i) Authorize Diana Handly as bursar of the \$100 petty cash fund at the CV-TEC Satellite Campus Office for the remainder of the 2018-2019 school year (replacement for Laura Dancoes).

UNUSED SNOW  
DAY RESOLUTION

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

WHEREBY there is an excess of snow/emergency closure days in the calendar and that (1) day be deleted from the scheduled work year at the Plattsburgh Campus due to unused snow/emergency closure days;

THEREFORE, BE IT RESOLVED, that May 28, 2019 will be designated as an unused snow/emergency closure day for all 10-Month employees at the Plattsburgh Campuses and employees will not be required to report to work; AND,

WHEREBY, a side letter of agreement will also be formulated with the Administrative, Managerial, Confidential, and 12-Month Support Staff Units that will allow them the following with the understanding that it can be approved or disapproved on a year-to-year basis;

For all 12-Month employees at the Plattsburgh Campuses, May 28, 2019 will be designated as unused snow/emergency closure days and employees will not be required to report to work. All Board Members present voted yes—motion carried.

CVES REPORT  
CARD

Mrs. LaRocque moved, seconded by Mr. Murdock, that the Board approve the CVES Report Card as presented at the Annual Meeting. All Board Members present voted yes—motion carried.

MEMORANDUMS OF  
UNDERSTANDING  
RESOLUTION

Mrs. LaRocque motioned, seconded by Mr. Murdock, that the Board approve the following Resolution:

WHEREAS, the CEWW Health Insurance Consortium Board of Directors seeks to develop a closer working relationship with employee representatives, including through adding employee and retiree representatives to the Board of Directors;

WHEREAS, in exchange for such addition of Board members, numerous labor unions and employee representative groups employed within the CEWW Health Insurance Consortium component districts have agreed through an MOU to waive certain rights to object to certain changes to the health insurance plan; and

WHEREAS, employee representatives within the CEWW BOCES have approved entry of such MOU; and

WHEREAS, it is anticipated that additional employees or representative groups may also enter into the MOU.

NOW, THEREFORE BE IT RESOLVED, that the District Superintendent be authorized to execute MOUs with the employee representative groups which have approved such MOU. All Board Members present voted yes—motion carried.

MUNICIPAL  
COOPERATION  
AGREEMENT

Mr. Murdock motioned, seconded by Mrs. Boise, that the Board adopt the Second Amended and Restated Municipal Cooperation Agreement:

WHEREAS, the District is a party to an Amended and Restated Municipal Cooperation Agreement (“MCA”) under Article 5-G of the General Municipal Law for the purpose of providing employee and retiree health insurance coverage; and

WHEREAS, the Board of Directors recommends amending the MCA to add labor representative to the Board of Directors and to provide a method for merged school Districts to continue in the Consortium;

BE IT THEREFORE RESOLVED, that the District approve proposed Second Amended and Restated Municipal Cooperation Agreement which will then be operative upon the affirmative vote of two-thirds of all participating Districts, in accord with Section T of the MCA. All Board Members present voted yes—motion carried.

GENERAL  
RELEASE

Mrs. LaRocque motioned, seconded by Mr. Murdock, 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.

LETTER OF  
RESIGNATION  
WOOD

Mrs. LaRocque motioned, seconded by Mr. Murdock, that the Board accept the following letter of Resignation:

- 1. Kayla Wood, Teacher Aide/Student Aide, Effective April 20, 2019

All Board Members present voted yes—motion carried.

CIVIL SERVICE  
PROBATIONARY  
APPOINTMENT  
KEECH

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

- 1. Amy Keech, Teacher Aide/Student Aide, Effective April 11, 2019, Annualized Salary of \$15,976, Prorated Salary of \$4,014.07.

All Board Members present voted yes—motion carried.

SUBSTITUTE

Mrs. Saunders motioned, seconded by Mr. Murdock, 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>
Carolyn Provost	Teaching Assistant

All Board Members present voted yes—motion carried.

STRATEGIC PLAN  
UPDATE

Dr. Davey provided a brief Strategic Plan update and acknowledged that CVES' 6<sup>th</sup> Annual Strategic Plan is beginning its administration this week. He encouraged all CVES staff to take the anonymous survey to provide feedback and help guide CVES' ongoing work. Mrs. Saunders noted that the DPT's Survey Sub-Committee worked very hard to make changes and to improve the survey's focus on specific areas to strengthen the gathering of baseline data. Lastly, Dr. Davey reminded the Board that during the next Board meeting in May, the Board will be provided an update on the recently completed CVES Annual Survey and its results.

DISTRICT SUPT.  
UPDATE

Dr. Davey began his Superintendent's update by sharing several recent senior NYSED personnel changes, including the departure of SED's Senior Executive Deputy Commissioner Jhone Ebert who returned to her home state of Nevada to become the State Superintendent for Education. Next, Dr. Davey thanked both CV-TEC campuses for their successful open houses, where many potential new students and their parents were in attendance. Third, Dr. Davey shared that CVES' Director of Special Education search deadline for applicants was extended one month to support the opportunity for additional candidates to apply. Fourth, the Board was reminded that the CVES BOCES annual vote on the administrative budget and CVES Board members will be held in each component district on April 25<sup>th</sup>. Dr. Davey thanked all (8) nominees for their interest and participation as well as thanked the Board members whose appointed terms were coming to a close. He reminded the Board members that following next month's May Board meeting, the new DS evaluation instrument through SuperEval/ PLS 3<sup>rd</sup> Learning will be available for their access and use. At that meeting, a laptop will be issued to each Board member for their use. There will be additional training opportunities available for Board members who missed the SuperEval workshop. Next, a brief CEWW Workers' Compensation & Health Insurance Consortium Update was provided and he thanked the Board for the approval of the various related Board resolutions. Lastly, Dr. Davey provided an Elizabethtown-Lewis-Westport (ELW) CSD update as he continues to serve as ELW's interim superintendent. Dr. Davey introduced ELW's Board of Education President Philip Mero who was in attendance at CVES' Board meeting. In closing, Dr. Davey reminded the Board of upcoming CVES important dates:

- Upcoming Events: Skills USA – Syracuse April 24 – 26
- Clinton Co. School Boards Dinner - Thurs. May 2, 2019
- CV-TEC NTHS Plattsburgh – Tues, May 14, 2019
- CV-TEC NTHS Mineville – Weds, May 22, 2019
- Skills USA Banquet - Weds, May 29, 2019

OTHER

Mrs. Boise thanked Julie Holbrook, CVES Lunch Manager, Lynsey Roberts, CVES Cook Manager and Dr. Stay for their role in the dinners provided to the Board during the Mineville meetings this school year. The farm-to-table philosophy and fresh ingredients have been exceptional and the program has made a big impact at the Mineville campus. The same food program will begin at the Plattsburgh campus on July 1, 2019.

NEXT BOARD MEETING

The next Board meeting will be held on Wednesday, May 8, 2019, at the Instructional Services Center in Plattsburgh. An anticipated Executive Session will begin at 6:30 p.m., monthly meeting to follow.

ADJOURNMENT

Mrs. Gonyo-Horne moved, seconded by Mr. Murdock, to adjourn the meeting at 9:43 p.m. All Board Members present voted yes—motion carried.

  
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Meaghan Rabideau, Board Clerk