

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

DATE: May 8, 2019
 KIND OF MEETING: Regular Board Meeting
 PLACE: Instructional Services Center, Plattsburgh, NY

Board Members Present:

Larry Barcomb
 Leisa Boise
 Jane Donahue
 Evan Glading
 Linda Gonyo-Horne
 Richard Harriman, Sr.
 Donna LaRocque
 Richard Malaney
 Ed Marin
 Bruce Murdock
 Lori Saunders
 Florence Sears
 Michael St. Pierre

Board Members Absent:

Patricia Gero
 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
 Michael Horne
 Daniel Valenzuela
 Jenn Christiansen
 Michele Friedman
 Amanda Zullo

MEETING
TO ORDER

The Board President called the meeting to order at 6:48 p.m.

DRAWING OF
 LOTS FOR CVES
 BOARD MEMBER
TERMS

Dr. Davey first congratulated all (8) newly elected Board members, welcoming back those returning Board members and also the new members joining the CVES Board. Next, Meaghan Rabideau the CVES District Clerk, drew lots for the (6) three-year term seats and the (2) two-year term seats. The following are the results of the drawing:

Three-year term commencing July 1, 2019 – June 30, 2022:

Scott Thurber – Peru Central School District
 Michael St. Pierre – Crown Point Central School District
 Doug Spilling – Elizabethtown-Lewis-Westport Central School District
 Lori Saunders – Saranac Central School District
 Linda Gonyo-Horne – Northeastern Central School District
 Richard Malaney – Putnam Central School District

Two-year term commencing July 1, 2019 – June 30, 2021:

Patricia Gero – AuSable Valley Central School District
 Richard Harriman, Sr. – Northern Adirondack Central School District

BOARD MEMBER
 APPOINTMENTS

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board appoint Mrs. Linda Gonyo-Horne, Mrs. Florence Sears, Mrs. Patricia Gero and Mrs. Jane Donahue to the CVES Board of Cooperative Educational Services through June 30, 2019. Mrs. Gonyo-Horne, Mrs. Sears and Mrs. Donahue signed and filed the Oath of Office with the Board Clerk. Mrs. Gero will sign the Oath of Office and file with the Board Clerk. All Board Members present voted yes—motion carried.

EXECUTIVE
 SESSION

Mrs. LaRocque moved, seconded by Mr. Murdock, that the Board go into Executive Session at 7:00 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; #9 - A matter related to a specific student of the district. The Board was provided a brief presentation summarizing the District Superintendent's 2018-19 evaluation, their utilization of the SuperEval online evaluation instrument, and consideration of items related to the District Superintendent's potential contract updates. Second, Meghan Zedick, Esq. an attorney with Stafford, Owens, Piller, Murnane, Kelleher & Trombley, PLLC., shared an update on several legal matters including pending litigation, several contract recommendations, and a FOIL matter. Third, a labor relations update was shared including gathering feedback on continuing negotiations with several individuals and various bargaining units. Fourth, several confidential personnel matters and recommendations were reviewed, and lastly, a matter related to a specific student was discussed. All Board Members present voted yes—motion carried.

Mr. Murdock moved, seconded by Mrs. Boise, that the Board come out of Executive Session at 7:53 p.m. All Board Members present voted yes—motion carried.

OPINIONS &
 CONCERNS FROM
 AUDIENCE

Dr. Davey gave special acknowledgement regarding the CV-TEC students that recently attended the SkillsUSA statewide competition for their outstanding work. Mrs. Friedman, Director of Career and Technical Education, announced that ten students were awarded medals, three of which won gold and they will now go on to compete at the national level in Louisville, Kentucky. Board member Linda Gonyo-Horne indicated that a co-worker attended the SkillsUSA competition and accompanied our students as a chaperone. The individual commended all of CV-TEC's students that attended for their hard work and dedication and also commented on the professionalism and leadership of the teaching staff. Next, Mr. Daniel Valenzuela, Special Education Principal, informed the Board that during the month of April their team raised over \$2,200.00 for Autism Awareness. The fund raising events included raffles, baskets, and a spaghetti luncheon with all proceeds going to the Autism Alliance. The Special Olympics Torch Run will be held on May 31st at 11:00 a.m. and the entire Board was invited to attend. Board member Lori Saunders attended the Easter Egg Hunt at the Plattsburgh main campus' Special Education division, and she noted the creativity of the

OPINIONS &
CONCERNS FROM
AUDIENCE
CONTINUED

staff and that the students truly enjoyed the event. Lastly, Mrs. Jennifer Christiansen, Special Education Principal, discussed CVES' implementation of the PBIS Framework, and that CVES has had several students participate in projects to support the Special Education-CV-TEC partnership; it has been very successful.

STRATEGIC PLAN
SURVEY RESULTS

Dr. Davey and Ms. Teri Calabrese-Gray introduced CVES' new Assessment and Planning Coordinator, Ms. Amanda Zullo. Ms. Zullo, recently joined CVES in her new role coming from the NYS Education Department (NYSED). Following her welcome and introduction, Ms. Zullo gave a PowerPoint presentation on the 2019 Strategic Plan Survey Results. Her presentation included several highlights including that this is CVES's 6th year of surveying CVES employees to gather feedback about organizational climate and to help provide input on future ongoing improvement efforts. Ms. Zullo explained the changes made to the survey and questions asked this year which realigned the five priority areas identified by the District Planning Team in the Fall of 2018. These priorities included: (1) Retaining a High Quality Staff, (2) Communication, (3) Five Year Budgeting, (4) Professional Development, and (5) Social Emotional Learning and Mental Health. This year, 199 CVES employees participated in the survey, down slightly from 210 last year. Numerous survey questions were reviewed in depth and discussed, examining trends of the responses over the past years for improvement, and areas of continued focus. This information will be shared with each division and the data will be used to assist in the end-of-year summary, to support and inform the 2019-20 strategic plan update, and modify or adjust divisional plans.

CAPITAL PROJECT
UPDATE

Mr. Eric Bell provided a CVES Capital Project Update to the Board starting with the status of design for the voter approved Capital Project. The design development update phase with CVES' design team and Tetra Tech of the project is wrapping-up. Sano-Rubin, the Construction Management firm, is in the process of reviewing the updated detailed design documents to provide estimates to the project. Next, Mr. Bell reviewed project challenges that are being remediated, an environmental update that identified limited materials in need of abatement and also indicated that the project remains on schedule for project documents to be submitted to SED by mid-August. Lastly, Mr. Bell discussed two mini-capital project items including the 2018-19 Fire Alarm Project and the 2019-20 Water Line and Lighting Project. Dr. Davey and Mr. Bell emphasized the importance of aligning CVES' annual mini-capital projects, our yearly/annual Operations and Maintenance (O & M) work with our Capital Project. CVES and Tetra Tech are working to insure there is strong communication and prioritization on the related matters.

PREVIOUS
MINUTES

Mrs. LaRocque moved, seconded by Mr. Murdock, that the Board approve the minutes of the April 10, 2019 Annual Board meeting as presented. All Board Members present voted yes—motion carried.

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the minutes of the April 10, 2019 Regular Board meeting as presented. All Board Members present voted yes—motion carried.

CONSENT
AGENDA
FINANCIAL

Mrs. LaRocque moved, seconded by Mr. Murdock, to approve the following Consent Agenda Financial items 10a-10f as presented. All Board Members present voted yes—motion carried.

CERTIFICATION
OF WARRANT

(10a) Approve the Certification of Warrant for April 1, 2019 to April 26, 2019 as presented.

TREASURER’S
REPORT

(10b) Approve the Treasurer’s Report from March 31, 2019.

BUDGETS

(10c) Approve the following Budgets:

1. Summer School Aged Non-Specified Programs Budget in the amount of \$400,653 for the 2019-2020 school year. (Co-Ser 940 – Special Education)
2. Summer School Aged 6:1:1 Autism Budget in the amount of \$151,241 for the 2019-2020 school year. (Co-Ser 941 – Special Education)
3. Summer School Aged Intensive Therapeutic Support Program (ITSP) Budget in the amount of \$47,711 for the 2019-2020 school year. (Co-Ser 943 – Special Education)
4. Summer School Aged Related Service Only Budget in the amount of \$3,499 for the 2019-2020 school year. (Co-Ser 962 – Special Education)
5. Summer School Aged 1:1 T/A Budget in the amount of \$34,257 for the 2019-2020 school year. (Co-Ser 964 – Special Education)
6. Summer School Aged 1:1 Nurse Budget in the amount of \$7,203 for the 2019-2020 school year. (Co-Ser 965 – Special Education)
7. Summer School Aged 1:1 Aide Budget in the amount of \$255,361 for the 2019-2020 school year. (Co-Ser 966 – Special Education)
8. Yandon-Dillon Cafeteria Fund RSY Budget in the amount of \$147,925 for the 2019/2020 school year. (Co-Ser C791 – School Lunch Fund)
9. William A Fritz Cafeteria Fund RSY Budget in the amount of \$190,841 for the 2019/2020 school year. (Co-Ser C791 – School Lunch Fund)
10. William A Fritz Cafeteria Fund ESY Budget in the amount of \$16,642 for the 2019/2020 school year. (Co-Ser C791 – School Lunch Fund)

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SPECIAL AID
FUND PROJECT

(10d) Approve the following Special Aid Fund Project:

1. High School Equivalency Test Administration special aid fund project, in the amount of \$7,397, for the period of January 1, 2019 through December 31, 2019 (pending an executed contract with NYS). (CV-TEC)

AGREEMENT

(10e) Approve the following Agreement:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and the New York State Education Department (NYSED) for a contract to fund High School Equivalency (HSE) Test Administration from January 1, 2019 through December 31, 2022 in the amount of \$29,588, with the option to renew for an additional one year period from January 1, 2023 through December 31, 2023. The initial contract period will commence January 1, 2019 and end December 31, 2019. The funding amount paid to BOCES for this term shall be \$7,397. (CV-TEC)

CVES TOTAL
BUDGET

(10f) Approve the total CVES budget for the 2019-20 school year in the amount of \$39,449,707.00.

CONSENT
AGENDA
PERSONNEL

Mrs. Gonyo-Horne moved, seconded by Mr. Murdock, to approve the following Consent Agenda Personnel items 12a-12i as presented. All Board Members present voted yes—motion carried.

RESIGNATIONS
JAVA-
FARNSWORTH,
COMES, SELLER,
ROBERTS,
RUSSELL,
VANDERBOGART

(12a) Accept the following letters of Resignation:

1. Kelly Java-Farnsworth, Teaching Assistant, Effective April 13, 2019
2. Penny Comes, Teacher Aide/Student Aide, Effective May 9, 2019 (for the purpose of accepting Teaching Assistant position)
3. Madeline Seller, Teaching Assistant, Effective May 9, 2019 (for the purpose of accepting Special Education Teacher position)
4. Lynsey Roberts, Cook Manager, Effective May 7, 2019
5. Francis Russell, Adult Education Hourly Non-Contract, Substitute CDL Driver, Effective April 17, 2019
6. Angela Vanderbogart, Teacher Aide/Student Aide, Effective September 1, 2019 (for the purpose of accepting Food Service Helper position)

LEAVE OF
ABSENCE
VAN ALPHEN

(12b) Accept the following Leave of Absence:

1. Heather Van Alphen, one-half day of unpaid leave per day for the month of May 2019.

FOUR-YEAR
PROBATIONARY
APPOINTMENTS
SELLER, COMES

(12c) Appoint the following person(s) to a Four-Year Probationary Appointment as follows:

1. Madeline Seller, Special Education Teacher, Effective May 9, 2019, Annual Base Salary of \$43,645.00, Pro-Rated Salary of \$7,419.62.
2. Penny Comes, Teaching Assistant, Effective May 9, 2019, Annual Base Salary of \$20,841.00, Pro-Rated Salary of \$3,542.94.

(The Expiration date for the above appointments are tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time).

CIVIL SERVICE
PROBATIONARY
APPOINTMENTS
LADUKE,
VANERBOGART,
MASTIC,
LECUYER

(12d) Appoint the following person(s) to a 52-week Civil Service Probationary appointment as follows:

1. Mary Laduke, Cook Manager, Effective September 1, 2019, Annualized Salary of \$25,500.00.
2. Angela Vanderbogart, Food Service Helper, Effective September 1, 2019, Annualized Salary of \$16,516.00 (Salary will increase once contractual agreement of 18-19 and 19-20 is approved)
3. Michael Mastic, Groundskeeper, Effective May 20, 2019, Annualized Salary of \$29,421.00, Prorated Salary of \$3,394.73.
4. Angie Lecuyer, Teacher Aide/Student Aide, Effective May 13, 2019, Annualized Salary of \$15,976.00, Prorated Salary of \$2,569.01.

PERMANENT
APPOINTMENT
COON

(12e) Grant a Permanent appointment (Civil Service) to the following person(s):

1. Jeffery Coon, Building Maintenance Mechanic/ Heating & Ventilating Mechanic, Effective October 30, 2018.

PART-TIME
HOURLY
APPOINTMENT
GERMAN

(12f) Appoint the following person to a part-time hourly appointment for the 2019-2020 school year:

Food Service Helper Hourly (\$12.00/hour)
Irvin German

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FACILITATORS

(12g) Approve the following list of Facilitators for the period of May 9, 2019 through June 30, 2019:

Facilitator (\$30.00/hour)

Athena Angelos
Donna Wyant
Jennifer Daniels

SUBSTITUTES

(12h) Approve the following list of Substitute and Temporary-On-Call appointments for the 2018-19 school year:

<u>Name</u>	<u>Position</u>
Breanna Harris	Teacher Aide/Student Aide
Elora Romano	Teaching Assistant
Breanna Harris	Teaching Assistant
Tracey Luoma	Teaching Assistant
Janice Hart	Teaching Assistant
Breanna Harris	Teacher
Tracey Luoma	Teacher

AUTHORIZATION
OF INDIVIDUAL
TO COLLECT
MONEY

(12i) Authorize the following individual(s) to collect money as noted for the remainder of the 2018-19 school year:

Mineville Campus Cafeteria

Adele Huchro - Collection of Cafeteria Sales Income

MEMORANDUM
OF AGREEMENT
WITH CEWW
BOCES 12-MONTH
SUPPORT STAFF

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

BE IT RESOLVED, upon the recommendation of the District Superintendent, that the CVES Board approves the District Superintendent to sign the Memorandum of Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the CEWW BOCES 12-Month Support Staff, dated March 25, 2019; whereas the title of Groundskeeper is being created in the CEWW BOCES 12-Month Support Staff Unit. All Board Members present voted yes—motion carried.

REQUEST FOR
APPROVAL TO
ATTEND
CONFERENCE/
WORKSHOP

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

Linda Gonyo-Horne & Richard Harriman, Sr.
Rural Schools Association Summer Conference
July 7-9, 2019 Otesaga Resort, Cooperstown, NY (overnight accommodations needed)

All Board Members present voted yes—motion carried.

2019-20 CVES
BOARD MEETING
DATES

Mr. Murdock moved, seconded by Mrs. Saunders, that the Board approve the following CVES Board Meeting dates for the 2019-20 school year:

July 10, 2019 – Mineville
August 21, 2019 – Plattsburgh
September 11, 2019 – Mineville
October 9, 2019 – Plattsburgh
November 13, 2019 – Mineville
December 11, 2019 – Plattsburgh
January 8, 2020 – Mineville
February 12, 2020 – Plattsburgh
March 11, 2020 – Mineville
April 8, 2020 – Plattsburgh
May 13, 2020 – Mineville
June 10, 2020 – Plattsburgh

All Board Members present voted yes—motion carried.

10-MONTH CSEA
(SUPPORT STAFF)
AGREEMENT

Mrs. LaRocque moved, seconded by Mrs. Saunders, that the Board ratify the Agreement by and between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the 10-Month CSEA (Support Staff) Group, effective July 1, 2018 through June 30, 2021. All Board Members present voted yes—motion carried.

AIA AGREEMENT

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

WHEREAS, the Clinton-Essex-Warren-Washington BOCES (CEWW BOCES) has selected Tetra Tech Engineers, Architects & Landscape Architects, P.C. (d/b/a Tetra Tech Architect & Engineers) as its Architect for its Capital Improvement Project (the “Project”); and

WHEREAS, CEWW BOCES, its legal counsel and Tetra Tech Architect & Engineers have negotiated an amended AIA B132-2009 agreement for Architect services relative to the Project (the “Agreement”); and

NOW THEREFORE, the Board approves the retention of Tetra Tech Architect & Engineers to proceed with the performance of architect services for the Project in accordance with the terms and conditions of the Agreement, and authorizes the District Superintendent to execute such Agreement, with such revisions as are recommended by legal counsel, and to take all actions necessary on behalf of CEWW BOCES in effectuating the terms of the Agreement. All Board Members present voted yes—motion carried.

CONTRACT

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

Contract between Clinton-Essex-Warren-Washington BOCES and Atlantic Testing Laboratories, Limited (ATL) under which ATL will provide Abatement Design Services for the Capital Project based on prior testing performed by ATL for asbestos, PCB's, RCRA metal, and LBP at the Plattsburgh Main Campus, Plattsburgh Satellite Campus, and Mineville Campus. Services will take place under the direction of Tetra Tech for a current estimated cost not to exceed \$15,000. (Management Services) All Board Members present voted yes—motion carried.

CONTRACTUAL
BUDGET
INCREASE

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the following Contractual Budget Increase:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and The Dente Group for \$8,000 to accommodate additional testing services, bringing the total contract expenditure to an amount not to exceed \$56,810. (Management Services) All Board Members present voted yes—motion carried.

DISTRICT SUPT.
UPDATE

Dr. Davey thanked CVES' administrators and staff for all of their time, hard work and engagement in the various Open Houses, student activities and celebrations they provided at recent CVES events. Mrs. Jen Christiansen shared that the Adirondack Semi-formal will be on May 15, 2019. Next, Dr. Davey shared an update on the NYS' recent state Computer Based Testing implementation; NYSED's Mathematics online testing in grades 3-8 had proven more successful during its administration recently. Third, Dr. Davey indicated that there are several Senior SED leadership vacancies at this time, and he briefly discussed updates on substantial equivalency and a recent court ruling. Fourth, Dr. Davey congratulated Board members on their election and re-election to the CVES Board and thanked Board members, in advance, for using their laptops to begin the evaluation of the DS using the SuperEval program. Fifth, a brief Workers' Compensation & Health Insurance Consortium update was provided regarding several memorandums of understanding (MOAs) that are now in place and potential recommended changes going before the Board of Directors in June. Sixth, Dr. Davey shared an update regarding his role as Elizabethtown-Lewis-Westport (ELW) CSD's Interim Superintendent and he provided information regarding the recent budget hearing information and their upcoming Budget Vote on May 21, 2019. Next, Mr. Eric Bell shared that CVES' has been approved for the Community Eligibility Provision (CEP), providing free breakfast and lunch for all students beginning this summer. CVES also was awarded the Cafeteria Equipment Grant that was applied for and will be supplied with funding for a new salad bar line.

Lastly, Dr. Davey reminded the Board of upcoming CVES' important dates:

- CV-TEC NTHS Plattsburgh – Tues, May 14, 2019
- CV-TEC Mineville – Weds, May 22, 2019
- Skills USA Banquet - Weds, May 29, 2019
- North Country Loggers Awards Banquet – Thurs, June 6, 2019

DISTRICT SUPT.
UPDATE
CONTINUED

- WAF Graduation Ceremony – Fri, June 14, 2019
- HSED Graduation – Sat, June 15, 2019
- CV-TEC Mineville Graduation – Weds, June 19, 2019
- CV-TEC Plattsburgh Graduation – Thurs, June 20, 2019

OTHER


An Audit Committee update was provided by Mr. Eric Bell, who indicated that there will be three recommendations to go before the CVES Board in June. In follow-up to the 2017-18 Corrective Action Plan, it was recommended by the committee to re-establish the Employee Benefit Accrued Liability Reserve, and establish a Teachers' Retirement System Reserve sub-fund and lastly to review the CTE Equipment Reserve Policy. The committee would like administration to analyze funding for each of these reserves and make a recommendation to the Board in June.

NEXT BOARD MEETING

The next Board meeting will be held on Wednesday, June 12, 2019, at the Instructional Services Center in Plattsburgh. An anticipated Executive Session will begin at 6:30 p.m., monthly meeting to follow.

ADJOURNMENT

Mr. Murdock moved, seconded by Mr. Harriman Sr., to adjourn the meeting at 9:19 p.m. All Board Members present voted yes—motion carried.



Meaghan Rabideau, Board Clerk