

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 OCTOBER 9, 2019, PROPOSED EXECUTIVE SESSION AT 6:30P.M. – MEETING AT 7:30P.M.**

- | | |
|-----------|--|
| No Action | 1. CALL TO ORDER: DISTRICT SUPERINTENDENT |
| | a. The Pledge of Allegiance |
| | b. Roll Call of Board Members |
| | c. Introduction of All Present |
| No Action | 2. BOARD MEMBER APPRECIATION MONTH |
| No Action | 3. AUDIT PRESENTATION FOR YEAR END JUNE 30, 2019 |
| | --West & Company, CPA, PC |
| No Action | 4. ELECTRONIC BOARD PACKET OVERVIEW |
| | --Dr. Mark Davey/Alex St. Pierre & Meaghan Rabideau |
| No Action | 5. EXECUTIVE SESSION |
| No Action | 6. INTRODUCTION OF ALL PRESENT |
| No Action | 7. OPINIONS AND CONCERNS FROM THE AUDIENCE |
| No Action | 8. TRANSITION PROGRAM & GRANT UPDATE - Tonya Robinson |
| No Action | 9. STRATEGIC PLAN PRESENTATION – Dr. Mark Davey |
| No Action | 10. CAPITAL PROJECT UPDATE |
| | -- Dr. Mark Davey, Mr. Eric Bell & Tetra Tech Architects & Engineers |
| Action | 11. MINUTES OF PREVIOUS MEETING |
| | a. September 11, 2019 (Enc. 1) |
| | 12. NEW BUSINESS |
| Action | a. Approval of Annual Independent Audit (Enc. 2) |
| Action | b. Adoption of 2019-2022 District Strategic Plan (Enc. 3) |
| | 13. CONSENT AGENDA FINANCIAL |
| Action | a. Certification of Warrant (Enc. 4) |
| Action | b. Treasurer’s Report (Enc. 5) |
| Action | c. Donations (Enc. 6) |
| Action | d. Special Aid Fund Project (Enc. 7) |
| Action | e. Budget Increase (Enc. 8) |
| Action | f. Cross Contract (Enc. 9) |
| Action | g. Contract (Enc. 10) |
| Action | h. Rental Lease Agreement (Enc. 11) |
| Action | i. Agreement (Enc. 12) |

14. OLD BUSINESS

No Action

a. Committees

--Audit Committee Meeting Highlights – May 8, 2019 (Info. Only) (Enc. 13)

15. CONSENT AGENDA PERSONNEL

Action

a. Resignations for the Purpose of Retirement (Enc. 14)

Action

b. Resignations (Enc. 15)

Action

c. Leave of Absence (Enc. 16)

Action

d. Amendment (Enc. 17)

Action

e. Four-Year Probationary Appointments (Enc. 18)

Action

f. Civil Service Probationary Appointments (Enc. 19)

Action

g. Permanent Appointments (Enc. 20)

Action

h. 2019 Summer Work (Enc. 21)

Action

i. Additional Work (Enc. 22)

Action

j. Substitutes (Enc. 23)

Action

k. Facilitators (Enc. 24)

Action

l. Volunteer (Enc. 25)

Action

m. Authorization of Individuals to Collect Money (Enc. 26)

16. BOARD OF COOPERATIVE EDUCATIONAL SERVICES

No Action

a. 2019-2020 Reserve Plan Summary (Enc. 27)

No Action

17. DISTRICT SUPERINTENDENT'S UPDATE

No Action

18. OTHER

No Action

19. NEXT BOARD MEETING

Wednesday, November 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

20. REPORTS FROM DIRECTORS (Enc. 28)

Action

21. 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

October 9, 2019	Special Education Open House/Community Resources Fair – 4:00 p.m.
October 9, 2019	Audit Committee Meeting – Instructional Services Center, Plattsburgh – 5:00 p.m.
October 9, 2019	Board Meeting – Instructional Services Center, Plattsburgh – 6:30 p.m.
October 16, 2019	CV-TEC Family Night – Mineville – 6:00 p.m.
October 24, 2019	CV-TEC Family Night – Plattsburgh – 6:00 p.m.
October 24-26, 2019	NYSSBA Convention – Rochester
October 30, 2019	Board Budget Committee Meeting – Discuss Budget Development & Review 2019-20 Reconciliations – Instructional Services Center, Plattsburgh 7:00 p.m.
November 13, 2019	Board Meeting – Yandon-Dillon Center, Mineville – 6:30 p.m.
December 3, 2019	Board Budget Committee Meeting – Review Reconciliations & Set Parameters for 2020-21 Budgets – Instructional Services Center, Plattsburgh 7:00 p.m.
December 11, 2019	Audit Committee Meeting – John Harold Center, Plattsburgh 5:00 p.m.
December 11, 2019	Board Meeting – John Harold Center, Plattsburgh – 7:30 p.m.
January 8, 2020	Board Meeting – Yandon-Dillon Center, Mineville – 6:30 p.m.
January 28, 2020	Board Budget Committee Meeting – Analyze/Discuss Preliminary 2020-21 Budgets – Finalize Draft Budgets – ISC, Plattsburgh - 7:00 p.m.
February 12, 2020	Audit Committee Meeting – Instructional Services Center, Plattsburgh 5:00 p.m.
February 12, 2020	Board Meeting/Budget Presentations – ISC, Plattsburgh – 6:30 p.m.
February 13-15, 2020	AASA Convention – San Diego, CA
March 11, 2020	Board Meeting – Yandon-Dillon Center, Mineville – 6:30 p.m.
March 26, 2020	CV-TEC Open House – Plattsburgh – 6:00 p.m.
April 4-6, 2020	NSBA Convention – Chicago, IL
April 7, 2020	CV-TEC Open House – Mineville – 6:00 p.m.
April 8, 2020	Annual Meeting – ISC, Plattsburgh – 6:30 p.m.
April 23, 2020	Election of CVES Board Members and Vote on Administrative Budget
May 12, 2020	NTHS Ceremony – Rainbow Banquet Hall, Altona – 7:00 p.m.
May 13, 2020	Audit Committee Meeting – Yandon-Dillon Center, Mineville 5:00 p.m.
May 13, 2020	Board Meeting – Yandon-Dillon Center, Mineville – 6:30 p.m.
May 20, 2020	NTHS Ceremony – Moriah High School Auditorium – 7:00 p.m.
May 27, 2020	SkillsUSA Awards Banquet – Butcher Block – 6:00 p.m.
June 10, 2020	Board Meeting – Instructional Services Center, Plattsburgh – 6:30 p.m.
June 11, 2019	Yandon-Dillon Graduation Ceremony – Mineville Campus – 11:00 a.m.
June 11, 2020	No. Country Loggers Awards Banquet – 6:00 p.m.
June 12, 2020	WAF Graduation Ceremony – SUNY Giltz Auditorium – 9:30 a.m.
June 13, 2020	HSED Graduation – Westside Ballroom – 1:00 p.m.
June 23, 2020	CV-TEC Plattsburgh Graduation Ceremony – SUNY Field House – 7:00 p.m.
June 24, 2020	CV-TEC Mineville Graduation Ceremony – Moriah Central School – 7:00 p.m.

MOTIONS TO ENTER INTO EXECUTIVE SESSION

1. A MATTER WHICH WILL IMPERIL THE PUBLIC SAFETY IF DISCLOSED
2. A MATTER WHICH MAY DISCLOSE THE IDENTITY OF A LAW ENFORCEMENT AGENT OR INFORMER
3. A MATTER OF INFORMATION RELATING TO A CURRENT OR FUTURE INVESTIGATION OR PROSECUTION OF A CRIMINAL OFFENSE WHICH WOULD IMPERIL EFFECTIVE LAW ENFORCEMENT IF DISCLOSED
4. A MATTER OF DISCUSSION REGARDING PROPOSED, PENDING OR CURRENT LITIGATION
5. A MATTER OF COLLECTIVE NEGOTIATIONS PURSUANT TO ARTICLE 14 OF CIVIL SERVICE LAW (THE TAYLOR LAW)
6. A MATTER OF THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION
7. A MATTER OF THE PREPARATION, GRADING OR ADMINISTRATION OF EXAMINATIONS
8. A MATTER OF THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY THE SCHOOL DISTRICT IF SUCH DISCUSSION PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF
9. A MATTER RELATED TO A SPECIFIC STUDENT OF THE DISTRICT

ENC. 1

Recommend that the Board approve the Draft Minutes from the September 11, 2019 Regular Board meeting. (attached)

ENC. 2

Recommend that the Board approve the Annual Independent Audit, performed by West & Company, CPA, PC for the 2018-19 school year.

ENC. 3

Recommend that the Board adopt the CVES 2019-2022 District Strategic Plan for Continuous Improvement.

ENC. 4

Recommend that the Board approve the Certification of Warrant for September 3, 2019 to September 27, 2019. (attached)

ENC. 5

Recommend that the Board approve the Treasurer's Report from August 31, 2019. (attached)

ENC. 6

Recommend that the Board approve the following Donations:

1. Donation of \$300 from CVES United Professionals to offset the cost of the 2019 Opening Day expenses at the West Side Ballroom.
2. Donation of \$150 from CVES CSEA 10-Month Unit to offset the cost of the 2019 Opening Day expenses at the West Side Ballroom.
3. Donation of \$230 from CVES Administration to offset the cost of the 2019 Opening Day expenses at the West Side Ballroom.
4. Donation of a convection oven with an estimated value of \$20.00, from Todd Everleth. This donation will benefit the Life Skills Program and the Sunshine Café.
5. Donation of miscellaneous supplies with an estimated value of \$2,000.00, from Tractor Supply Co. This donation will benefit the Construction Trades and Electrical Design Installation & Alternative Energy programs at CV-TEC campuses.

ENC. 1

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

DRAFT

DATE: September 11, 2019
KIND OF MEETING: Regular Board Meeting
PLACE: Yandon-Dillon Center, Mineville, NY

Board Members Present:

Larry Barcomb
Leisa Boise
Patricia Gero
Evan Glading
Linda Gonyo-Horne
Richard Harriman, Sr.
Donna LaRocque
Ed Marin
Thomas McCabe
Bruce Murdock
Lori Saunders
Doug Spilling
Michael St. Pierre

Board Members Absent:

Richard Malaney
Scott Thurber

Executive Officer:

Dr. Mark C. Davey

Board Clerk:

Meaghan Rabideau

Others Present:

Eric Bell
Teri Calabrese-Gray
James McCartney, III
Michele Friedman
Grace Stay
Michael Horne

MEETING
TO ORDER

The Board President called the meeting to order at 6:34 p.m.

EXECUTIVE
SESSION

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne, that the Board go into Executive Session at 6:38 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. All Board Members present voted yes—motion carried.

In Executive Session, the Board and Dr. Davey finalized his 2019-20 District Superintendent's goals and provided feedback for the year's implementation. Second, an update was provided on the Capital Project's upcoming SED submission recommendations and a new construction manager request-for-proposal (RFP) that is being sent out. Third, the Board was provided a status update of the ongoing negotiations for the CVES United Professionals Association and 12-Month Support Staff. Next, the District Superintendent and the Board discussed the ongoing recruitment

efforts for CVES' Director of Special Education search while maintaining program continuity and implementation of current initiatives. Lastly, several confidential personnel actions were reviewed with the Board prior to action during the business meeting.

Mr. Murdock moved, seconded by Mrs. Saunders, that the Board come out of Executive Session at 7:42 p.m. All Board Members present voted yes—motion carried.

OPINIONS &
CONCERNS FROM
AUDIENCE

Dr. Davey and CVES' administrators shared updates for the new 2019-20 school year, sharing a positive, smooth welcome back and opening for both students and staff. Next, it was reported to the Board that Mineville's enrollment for CV-TEC students is up this year and higher than in recent years. Mr. Barcomb then shared that he recently visited the CV-TEC campus to tour the Tiny House Project and continues to be impressed with the work. Lastly, Dr. Davey discussed a potential grant opportunity with the Board.

CAPITAL PROJECT
UPDATE

Mr. Eric Bell provided a status update for the design of the Capital Project, which included that the proposed CVES \$29.85 million Capital Project documents were hand delivered to the SED Office of Facility Planning on Friday, September 6, 2019. Dr. Davey provided an update on his recent visit to SED, prior to its submission, to discuss the project's submission timeline, the SED review process, as well as ways to maximize the project's aidability. Mr. Bell shared that Tetra Tech will be joining us to help present to the Board an updated scope of work at the October meeting. A property acquisition update was then provided and an update on the mini-capital project was shared. Lastly, Dr. Davey spoke briefly about the recommended Board agenda item for the improvement of CVES' phone lines service and cost savings associated with the agreement. He recognized our Technology Services staff and Management Services team for helping to secure significant cost savings with improved phone service moving forward.

PREVIOUS
MINUTES

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve the minutes of the August 21, 2019 Board meeting as presented. All Board Members present voted yes—motion carried.

CONSENT
AGENDA
FINANCIAL

Mrs. Gonyo-Horne moved, seconded by Mr. Harriman, Sr., to approve the following Consent Agenda Financial items 7a-7n as presented. All Board Members present voted yes—motion carried.

CERTIFICATION
OF WARRANT

(7a) Approve the Certification of Warrant for August 12, 2019 to August 29, 2019 as presented.

TREASURER'S
REPORTS

(7b) Approve the Treasurer's Reports from June & July 2019 as presented.

DONATIONS

(7c) Approve the following Donations:

1. For Our Student Stipend Fund:

United Way (August 2019) 41.17
Pepsi (August 2019) 55.89
United Way (August 2019) 41.17
TOTAL - \$ 138.23

DONATIONS
CONTINUED

2. Donation of \$3,000.00, from Cheryl Brosnan of miscellaneous tools, supplies (CNC and related items). This donation will benefit the DAD, Welding, Auto Tech, Auto Collision, Marine Tech, Pre CTE Auto and Power Sport Tech programs.

SPECIAL AID
FUND PROJECT
CONTINUATIONS

(7d) Approve the following Special Aid Fund Project Continuations:

1. NYS Basic Literacy- JCEO special aid fund project be allowed to continue providing services for the period October 1- December 31, 2019. Expenditures are not to exceed \$31,741.
2. NYS Basic Literacy- One Work Source special aid fund project be allowed to continue providing services for the period October 1- December 31, 2019. Expenditures are not to exceed \$31,741.

SPECIAL AID
FUND PROJECT

(7e) Approve the following Special Aid Fund Project:

1. National School Lunch Program (NSLP) Equipment Assistance Grant, in the amount of \$5,168, for the period of August 1, 2019 through July 31, 2020. These funds will be used to purchase a portable refrigerated cold food station for the Plattsburgh WAF cafeteria. (Admin)

CROSS
CONTRACTS

7f) Approve the following Cross Contracts:

1. 2018-19 FINAL- Putnam/Northern Westchester BOCES \$26,852 for Regional Recruitment/On-Line Application System and Planning Services Management (Beekmantown, CVES, Moriah, Peru, Plattsburgh City, Putnam, and Ticonderoga participate in one or more of these services).
2. 2018-19 FINAL- Madison-Oneida BOCES \$6,489.05 for Common Learning Objectives and Computer Services Management (Peru Central School participates in these services).

BUDGET
INCREASE

(7g) Approve the following Budget Increase:

1. On-Line High School Budget from \$9,416 to \$14,448 due to anticipated increased participation in on-line high school classes for the 2019-2020 school year. (Online access passwords are pre-purchased) (CV-TEC)

CONTRACTOR/
CONSULTANT
AGREEMENT

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

1. Agreement between C-E-W-W BOCES and NFI Vermont for the purpose of

obtaining Trauma-Transformed Schools Workshops and Cohorts at the WAF Campus in Plattsburgh NY during the 2019-20 school year. Full day workshops will bill at a rate of \$4,500 each, Leadership Cohorts will bill at a rate of \$1,000 each, and Catalyst Cohorts will bill at a rate of \$1,200 each. Workshop and cohort dates will be scheduled as needed upon the mutual agreement of the parties with the total annual expenditure under the contract not to exceed \$14,500. (Special Education)

LEASE
AGREEMENT

(7i) Approve the following Lease Agreement:

1.. Site Lease Agreement between Clinton-Essex-Warren-Washington BOCES and Essex County for the purpose of leasing telecommunications space on Terry Mountain, in the Town of Peru, New York for a period of ten years beginning September 12, 2019 and ending September 11, 2029. Commencing with the initial contract term of September 12, 2019 through September 11, 2020 the base rent shall be \$1,200. For each year thereafter, the base rent shall increase in the amount of 3% of the immediately preceding year's rent amount. The agreement will automatically renew at the end of the initial 10-year term for additional 5-year term and may be terminated at any time. (ISC)

ADULT
EDUCATION
SPONSORSHIP
AGREEMENTS

(7j) Approve the following Adult Education Sponsorship Agreements:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and AuSable Valley, Beekmantown, Boquet Valley, Crown Point, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh City, Saranac, Schroon Lake, Ticonderoga, and Willsboro Central School Districts for the purpose of providing Adult Education Instructional Activities for the 2019-20 school year. (CV-TEC)

PROPOSAL

(7k) Accept a proposal submitted by Primelink, Inc. for phone services, including SIPS lines and POTS lines. Services shall be utilized at the Plattsburgh Main Campus, the Plattsburgh Satellite Campus, the Instructional Services Center, and the Mineville Campus. Accepted service rates are as follows:

SIPS lines: \$360 per month

DID: \$34.64 per month

Also included in above service: Unlimited local calling. Long distance calls, including all US calls and calls into Canada, are billed with the first 10,000 minutes at no charge and .029 per minute thereafter. International toll rates will vary dependent upon call destination.

POTS lines: \$142.45 per month

Also included in above service: .015 per minute for local calls, .015 per minute for local long distance calls, and .015 per minute for all US calls and calls into Canada. International toll rates will vary dependent upon call destination.

Be it further recommended that the CVES Board President be granted authority to enter into contracts and/or letters of agreement contingent upon CVES' attorney approval.

Note: Two additional phone service providers submitted proposals: Westelcom Inc. of

Plattsburgh NY and Granite Government Solutions of Quincy MA

SCHOOL
BREAKFAST/
LUNCH RATE
INCREASES

(7L) Adopt the following School Breakfast/Lunch Rate Increases:

1. Adopt the Adult Breakfast cost of \$2.75 (includes sales tax) and Adult Lunch cost of \$4.50 (includes sales tax) for the 2019-2020 school year. These prices are in compliance with the New York State Education Department. (Yandon-Dillon and WAF)
2. Adopt the following costs for second meals for students. A cost of \$2.31 for a Second Breakfast and \$3.75 for a Second Lunch. First meals are free for students under the Community Eligibility Provision (CEP). (Yandon-Dillon and WAF)

SCHOOL
BREAKFAST/
LUNCH RATE
INCREASES
CONTINUED

MEMBERSHIPS

(7m) Approve the following memberships for the Assistant Superintendent for Instruction and 21st Century Learning for the 2019-20 school year:

1. Association for Supervision and Curriculum Development (ASCD), \$89
2. Staff/Curriculum Development Network (S/CDN), \$575
3. New York State Council of School Superintendents, \$1,199.38

PETTY CASH
FUNDS

(7n) Approve the following petty cash funds and bursars for the 2019-20 school year:

Christina LeFevre as bursar of the \$100 petty cash fund at the CV-TEC Plattsburgh Main Campus Office (replacement for Stacie Winchell)

CONSENT
AGENDA
PERSONNEL

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

RESIGNATIONS
FOR THE PURPOSE
OF RETIREMENT
PERREAULT

(9a) Approve the following letters of resignations for the purpose of retirement:

1. Deborah Perreault, Teacher Aide/Student Aide, Effective June 30, 2020

RESIGNATIONS
CHRISTIAN,
HARRSCH, NILES,
SHAFER

(9b) Accept the following letters of resignation:

1. Margaret Christian, Teacher Aide/Student Aide, Effective September 2, 2019
2. Dennis Harrsch, Teaching Assistant, Effective September 21, 2019
3. Jamie Niles, School Counselor, Effective September 21, 2019
4. Jessica Shafer, Teaching Assistant, Effective August 17, 2019

LEAVE OF
ABSENCE
VANALPHEN

(9c) Accept the following Leave of Absence:

1. Heather Vanalphen, unpaid leave of absence, September 3, 2019 through December 16, 2019.

RESCIND

(9d) Rescind the motion that was approved at the August 21, 2019 Board meeting whereby the Board granted a 52-week probationary appointment to Jessica Lynn as a Teacher Aide/Student Aide Effective September 1, 2019.

FOUR-YEAR
PROBATIONARY
APPOINTMENT
SECONE

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

1. Camden Secone, Teaching Assistant, Effective September 3, 2019, Annualized Salary of \$20,841 (Salary may increase once contractual agreement for 2019-20 is approved).

(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
ROMEO, CALLEY,
MARBUT, PRAY,
TOLOSKY

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

1. Maryssa Romeo, Teacher Aide/Student Aide, Effective September 3, 2019, Annualized Salary of \$16,982.
2. Chelsea Calley, Teacher Aide/Student Aide, Effective September 3, 2019, Annualized Salary of \$16,982.
3. Brooke Marbut, Teacher Aide/Student Aide, Effective September 3, 2019, Annualized Salary of \$16,982
4. Johanna Pray, Teacher Aide/Student Aide, Effective September 3, 2019, Annualized Salary of \$16,982.
5. Emily Tolosky, Teacher Aide/Student Aide, Effective September 16, 2019, Annualized Salary of \$16,469.98.

TEMPORARY
GRANT
APPOINTMENTS

(9g) Approve the following Temporary Grant appointments from August 14, 2019 – December 30, 2019:

1. Trenton Brooks, Work Study Student, Not-to-Exceed 160 hours, at \$11.10/hour

2. Nathan Billups, Work Study Student, Not-to-Exceed 160 hours, at \$11.10/hour

AMENDMENT

(9h) Amend the following permanent civil service appointment that was approved at the August 21, 2019 Board meeting with the following changes:

1. Julie Manley, Teacher Aide/Student Aide, Effective September 1, 2019, Annual Salary: ~~\$16,982~~ **\$18,000**.

ADDITIONAL WORK

(9i) Approve the following Additional Work for the 2019-20 School Year:

COE Transition Team, hourly rate of pay per contract

Stephen Couture, Architectural Drafting Teacher Not-to-Exceed 12 hours

Life Skills Curriculum, hourly rate of pay per contract

Laura Denton-Lawrence, Special Education Teacher Not-to-Exceed 3.5 addl. hours

Sara Spring, Teaching Assistant Not-to-Exceed 6 hours

Stipend Positions, Compensation per collective bargaining agreement

William Fish, Special Education Teacher New Employee Mentor (WAF)

EXCEL Training, hourly rate of pay per contract

Kim Mayer, Physical Education Teacher Not-to-Exceed 20 addl. hours

Autism-Curriculum (ABA), hourly rate of pay per contract

Rhona Stoffel, Special Education Teacher Not-to-Exceed 1.5 addl. hours

ITSP Training, hourly rate of pay

Kim Denton, School Counselor Not-to-Exceed 1 addl. hours

Classroom Moves/Classroom Set up, per diem rate of pay

Cheryl Spoor, Special Education Teacher Not-to-Exceed 1 day

Teaching Assistant Curriculum Training, hourly rate of pay per contract

Bethany Katzfey, Teaching Assistant Not-to-Exceed 12 hours

SUBSTITUTES

(9j) Approve the following list of Substitute and Temporary-On-Call appointments for the 2019-20 school year:

<u>Name</u>	<u>Position</u>
Emily Tolosky	Teacher Aide/Student Aide
Cynthia Warner	Teacher Aide/Student Aide
Madison Bedard	Teacher Aide/Student Aide
Kelly Java-Farnsworth	Teacher Aide/Student Aide
Madison Bedard	Teaching Assistant
Kelly Java-Farnsworth	Teaching Assistant
Michael Lapeter	Teaching Assistant
Kristy Brehm	Teaching Assistant

Michael Lapeter	Teacher
Kelly Java-Farnsworth	Teacher
Kristy Brehm	Teacher
Madison Bedard	Lifeguard

NEW EMPLOYEE
ORIENTATION
COMPENSATION

(9k) Approve the following list of employees to receive compensation for attending the CVES New Employee Orientation on August 26, 2019:

NEW EMPLOYEE
ORIENTATION
COMPENSATION
CONTINUED

Hourly Rate Per Contract

Greg Cassavaugh, Heavy Equipment
Emily Lefevre, LPN Teacher
Stephanie Sorgule, School Counselor
Robin Douglass, Special Education Teacher
Stephanie Omlin, Special Education Teacher
Grace Mayhew, Special Education Teacher
Stacie Minchoff, Special Education Teacher
Camden Secone, Teaching Assistant
Tina Leduc, Teaching Assistant

Employee Hourly Rate of Pay

Sarah Agnew, Teacher Aide/Student Aide
Jessica Lynn, Teacher Aide/Student Aide
Brooke Marbut, Teacher Aide/Student Aide
Chelsea Calley, Teacher Aide/Student Aide
Ashtyn Moore, Teacher Aide/Student Aide
Sylvia Zelinski, Food Service Helper

2018-19 ANNUAL
REPORT ON
RESERVES

The 2018-19 Annual Report on Reserves was reviewed by the Board.

2018/19 DS
APPROVED CROSS
CONTRACT
BUDGET
INCREASES

Per the resolution adopted by the CVES Board the "District Superintendent is authorized to approve budget increases related to cross contracted service budgets. Budget increases authorized in this capacity will be reported to the Board within 90 days". The following is a report to the Board of such action:

1. Virtual Summer School – Capital Region BOCES budget in the amount of \$2,307, for the 2018-2019 school year, to accommodate a cross contract with Capital Region BOCES and Westport CSD. (Co-Ser 459) ISC
2. Laserfiche – Capital Region BOCES budget was increased from \$17,555 to \$18,623, for the 2018-2019 school year, to accommodate for additional service requests with Capital Region BOCES and Peru CSD. (Co-Ser 635) ISC

3. Shared Business Office – Franklin-Essex-Hamilton BOCES budget was increased from \$486,144 to \$488,755, for the 2018-2019 school year, to accommodate for additional service requests with FEH BOCES and Elizabethtown-Lewis CSD & Westport CSD. (Co-Ser 657) Mgmt. Services

4. Teacher Certification – Capital Region BOCES budget was increased from \$33,886 to \$38,266, for the 2018-2019 school year, to accommodate for additional service requests with Capital Region BOCES and Beekmantown CSD. (Co-Ser 667) Mgmt. Services

STRATEGIC PLAN
UPDATE

Dr. Davey shared that Sean Brady will be at CVES to work with our Strategic Planning teams beginning on September 25th through Tuesday, October 1, 2019. He will begin working with the District Planning Team (DPT), then will work with each Division and conclude with a Board Retreat. Dr. Davey thanked those Board members willing to participate again on the DPT and related committees this year. A reminder was shared that the 2019-20 CVES Board Retreat will be held at the Harmony Golf Club in Port Kent on October 1, 2019 at 6:00p.m. Lastly, Dr. Davey provided the Board with the 2019-20 District Planning Team (DPT) and divisional meeting schedules/timeline handout and draft agendas for the upcoming Strategic Planning team meetings.

DISTRICT SUPT.
UPDATE

Dr. Davey acknowledged and thanked each Division and our administrators and staff for the positive welcome back and kick off to the start of the year. He then shared that Component District Superintendents are working together to help with transportation to get students to CV-TEC campuses that may live further south. Information was provided from the recent Board of Regents meeting and the appointment of the Interim Commissioner of Education, Beth Berlin. Next Dr. Davey indicated that he attended Opening Day events at FEH BOCES and that he will also attend the upcoming CSO meeting as the Interim FEH BOCES District Superintendent. He then provided an update on the upcoming Rural Schools Association (RSA) Regional Forum that will be held on November 6th at 6:00p.m. at the Instructional Services Center in Plattsburgh; more information will be forthcoming. A brief update for the Workers' Compensation & Health Insurance Consortium was given indicating that the Consortium's Executive Board met today, that the Advisory Committee will meet on September 18th, and be followed by a Board of Directors meeting on September 26th. Moving forward, work is progressing towards educating staff on being better consumers with information provided from Mr. Jonathan Parks, the Consortium's Health Plan Administrator. Lastly, the following upcoming events were shared with the Board:

- October 9, 2019 - Special Education Open House/Community Resources Fair
- October 16, 2019 - CV-TEC Family Night – Mineville – 6:00 p.m.
- October 24, 2019 - CV-TEC Family Night – Plattsburgh – 6:00 p.m.
- October 24-26, 2019 - NYSSBA Conference (Rochester)
- 2019-20 CEWW School Boards Association Meetings:
 - Thursday, November 14, 2019
 - Thursday, January 9, 2020

OTHER

Board member Ed Marin asked the Board and Administrators present at the meeting, about best practices/process in regards to enrollment deadlines for CV-TEC students. He stated that some districts may be challenged with getting students enrolled for the following year due to early commitment dates. Mrs. Friedman explained the process and noted that enrollment is done by each component district with and that CVES must be notified contractually by May 1st prior to the next school year (for budgeting purposes). However, it was explained that CV-TEC will always accept new enrollments.

NEXT BOARD MEETING

The next Board meeting will be held on Wednesday, October 9, 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. St. Pierre moved, seconded by Mr. Murdock to adjourn the meeting at 8:43 p.m. All Board Members present voted yes—motion carried.

DRAFT

Ed Marin, Board Clerk

ENC. 4

MEMO

To: Meaghan Rabideau, BOCES Board Clerk
Clinton-Essex-Warren-Washington BOCES

From: Angela Jennette, Claims Auditor

Date: September 30, 2019

Re: Report for Board Agenda for October 9, 2019 Meeting

The following warrant claims were reviewed from September 3, 2019 to September 27, 2019:

<u>Warrant No. & Date</u>	<u>Check Information</u>	<u>Gross Total Amount</u>
W #12 - 09/05/2019	*Check Nos: **227178-227252**	\$ 6,235,217.16
W #13 - 09/12/2019	*Check Nos: 227299-227599**	\$ 1,017,700.31
W #14 - 09/19/2019	*Check Nos: 227601-227679	\$ 348,290.58
W #15 - 09/26/2019	*Check Nos: 227680** 227731-227819	\$ 621,776.20

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

IRS-EFTPS: PR #6- Wire #941-091319- Warrant #14;

BOCES AID: Wire #AID201819- Warrant #12;

NYS Promptax: PR #5- Wire #NYS-082919- Warrant #12;

PR #6- Wire #NYS-091319- Warrant #14;

NYS Quarterly Sales Tax: Wire #ST100AUG19- Warrant #14;

Health Ins. Monthly: HINS-09201- Warrant #13;

Omni Financial Group: PR #6- Wire #OMN-091319- Warrant #13;

PR #7- Wire #OMN-093019- Warrant #15;

NYS Office of Comptroller ERS Retirement & Loans: PR #4&5-Wire #ERS-AUG.19-Warrant #12;

NYCLASS/TDBank Transfers:

9/12/19 Wire #NYO02135392 \$293,200.00

9/12/19 Wire #NYO02135393 \$ 416.40

Health Insurance Consortium Payments:

9/5/19 \$1,898,191.37

9/12/19 \$1,114,544.50

9/19/19 \$1,650,566.53

9/26/19 \$1,917,805.20

Workers Compensation Payments:

9/12/19 Ck. #1053 \$ 94.94

9/26/19 Ck. #1054 \$ 7,799.67

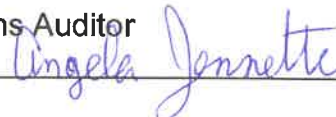
Health Insurance Payments:

9/12/19 Ck. #1025 \$ 189.87

9/26/19 Ck. #1026 \$ 15,599.33

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

Internal Claims Auditor
(Signature)



CC: Eric Bell
Christine Myers

<u>Date</u>	<u>Warrant</u>	<u>Vendor #</u>	<u>Claim Audit Finding:</u>	<u>Summary Business Office Response :</u>	<u>Resolution/Options:</u>
09/04/19	Pending W#12	11520	Retired Employee added along with 2 other people that are not in WinCap.	Pulled from warrant to identify reasons for additions to invoice.	Removed from final warrant.
09/05/19	Final W#12				\$6,235,217.16
09/11/19	Pending W#13	7987	Invoice over 60 days.	Payment held for disputed charges that couldn't get resolved until year-end closeout was completed. With backlog and remaining charge still in question, undisputed invoices agreed to be paid.	Approved for final warrant.
09/11/19	Pending W#13	4718	Services before Purchase Order was issued.	Rollover Purchase Order was initiated timely, but was pending updated cost information. Recurring service caught in backlog of annual rollover.	Approved for final warrant.
09/12/19	Final W#13				\$1,017,700.31
09/18/19	Pending W#14	13573	Invoice over 60 days.	Never received notice that items were received from Mineville. Working with CV-TEC Mineville to ensure staff are informed of appropriate procedures forwarding timely "Ok to pays".	Approved for final warrant.
09/18/19	Pending W#14	7560	Services without Purchase Order in place also miscoded.	Will recode when code is determined.	Removed from final warrant.
09/19/19	Final W#14				\$348,290.58
09/25/19	Pending W#15	9222	Services before Purchase Order was issued.	Caught in year-end rollover backlog.	Approved for final warrant.
09/25/19	Pending W#15	14057	Invoice took 1.5 months to reach Accounts Payable from division.	Accounts Payable has contacted employee to remind about sending invoices timely.	Approved for final warrant.
09/26/19	Final W#15				\$621,776.20

**CLINTON-ESSEX-WARREN-WASHINGTON BOCES
TREASURER'S REPORT - AUGUST 31, 2019**

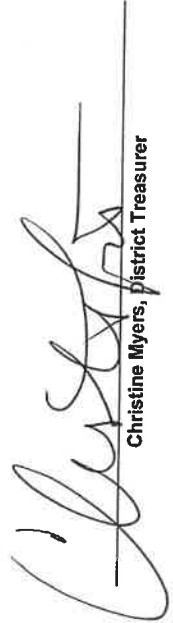
	Cash Balance		Cash Receipts		Cash Disbursements		Cash Balance	
	July 31, 2019	August	August	August	August	August	August 31, 2019	August 31, 2019
I. CHECKING ACCOUNTS								
<u>TD Bank - Depository</u>								
General Fund	\$ 4,461,537.54	\$ 2,589,552.58	\$ 1,662,354.41	\$ 5,388,735.71	\$ 7,900,631.22	\$ 5,416,405.94	\$ 5,388,735.71	\$ 5,388,735.71
Special Aid Fund	\$ 15,933.24	\$ 169,818.05	\$ 470,392.85	\$ (284,641.56)	\$ 358,130.01	\$ 769,863.46	\$ (284,641.56)	\$ (284,641.56)
Trust & Agency Fund	\$ 93,675.32	\$ 240.12	\$ 88,730.68	\$ 5,184.76	\$ 3,923.07	\$ 100,734.10	\$ 5,184.76	\$ 5,184.76
School Lunch Fund	\$ (7,795.57)	\$ 950.50	\$ 15,561.35	\$ (22,406.42)	\$ 6,440.32	\$ 25,152.91	\$ (22,406.42)	\$ (22,406.42)
Capital Fund	\$ (974,324.58)		\$ 957,062.12	\$ (1,931,386.70)	\$ -	\$ 2,089,324.02	\$ (1,931,386.70)	\$ (1,931,386.70)
Private Purpose Trust Fund	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 2,500.00	\$ 2,500.00
<u>TD Bank - Operating</u>								
General	\$ 255,800.06	\$ 3,160,821.67	\$ 3,230,774.07	\$ 185,847.66	\$ 6,621,582.28	\$ 6,955,216.63	\$ 185,847.66	\$ 185,847.66
SAVINGS ACCOUNTS								
<u>NYCLASS</u>								
BOCES-Wide Capital Project	\$ 3,124,024.49	\$ 5,595.39	\$ -	\$ 3,129,619.88	\$ 1,761,605.66	\$ -	\$ 3,129,619.88	\$ 3,129,619.88
Trust Fund Non-Expendable	\$ 11,825.72	\$ 21.23	\$ -	\$ 11,846.95	\$ 43.53	\$ -	\$ 11,846.95	\$ 11,846.95
Private Purpose Trust Fund	\$ 10,697.07	\$ 19.09	\$ -	\$ 10,716.16	\$ 39.32	\$ -	\$ 10,716.16	\$ 10,716.16
TOTAL CASH ON HAND	\$ 6,991,373.29			\$ 6,495,016.44	\$ 16,654,895.41	\$ 15,356,697.06	\$ 6,495,016.44	\$ 6,495,016.44

II. RECONCILIATION TO BANK STATEMENTS

	August 31, 2019 Bank Balance	Add: Deposits in Transit	Less: Outstanding Checks	August 31, 2019 Cash Balance
TD BANK - MUNICIPAL CHECKING - OPERATING	\$ 350,482.63	\$ -	\$ (164,634.97)	\$ 185,847.66
TD BANK - MUNICIPAL CHECKING - DEPOSITORY ACCOUNT	\$ 3,157,985.79	\$ -	\$ -	\$ 3,157,985.79
NYCLASS - SAVINGS, BOCES-WIDE CAPITAL PROJECT	\$ 3,129,619.88	\$ -	\$ -	\$ 3,129,619.88
NYCLASS - SAVINGS, KEITH BROADWELL SCHOLARSHIP	\$ 692.43	\$ -	\$ -	\$ 692.43
NYCLASS - SAVINGS, JONELLE MARIE BUCK SCHOLARSHIP	\$ 693.19	\$ -	\$ -	\$ 693.19
NYCLASS - SAVINGS, JWH SCHOLARSHIP	\$ 11,846.95	\$ -	\$ -	\$ 11,846.95
NYCLASS - SAVINGS, SPELLING BEE SCHOLARSHIP	\$ 418.26	\$ -	\$ -	\$ 418.26
NYCLASS - SAVINGS, CV-TEC ALLIED HEALTH SCHOLARSHIP	\$ 8,912.28	\$ -	\$ -	\$ 8,912.28
TOTAL CASH ON HAND	\$ 6,495,016.44	\$ 16,654,895.41	\$ 15,356,697.06	\$ 6,495,016.44

GENERAL FUND INTEREST RECEIVED 7/01/19 - 8/31/19	\$ 10,028.01
CAPITAL FUND INTEREST RECEIVED 7/01/19 - 8/31/19	\$ 8,650.11

PREPARED BY:


Christine Myers, District Treasurer

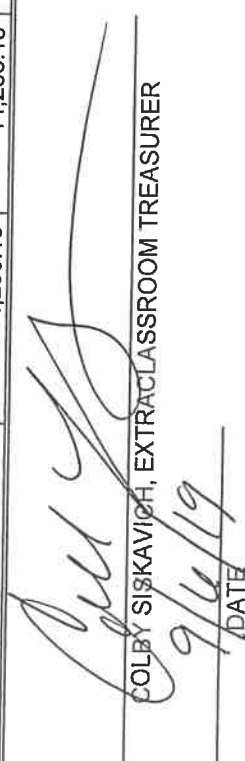
DATED:

9/23/19

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

FOR THE PERIOD 08/01/2019 TO 08/31/2019

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	9,522.28	9,522.28	652.80	10,175.08	652.80	9,522.28
SKILLS USA - MINEVILLE	1,479.35	1,479.35	0.00	1,479.35	0.00	1,479.35
NO. COUNTRY LOGGERS	616.98	616.98	0.00	616.98	0.00	616.98
IMAGE MAKERS	5.50	5.50	0.00	5.50	0.00	5.50
REFLECTIONS	497.64	497.64	0.00	497.64	0.00	497.64
LPN CLASS	1,171.58	1,171.58	0.00	1,171.58	0.00	1,171.58
ANIMAL SCIENCE	0.00	0.00	0.00	0.00	0.00	0.00
RAZOR'S EDGE	985.07	985.07	0.00	985.07	0.00	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	0.00
SALES TAX	7.78	7.78	0.00	7.78	0.00	7.78
TOTAL	14,286.18	14,286.18	652.80	14,938.98	652.80	14,286.18


 COLBY SISKAVICH, EXTRACLASSROOM TREASURER
 9/6/19
 DATE

8/31/2018 Bank Balance \$ 14,286.18
 Add: Deposits in Transit \$ -
 Less: Outstanding Checks \$ -
 8/31/2018 Balance on Hand \$ 14,286.18

ENC. 7

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

1. Perkins IV special aid fund project in the amount of \$108,175, for the period of July 1, 2019 through June 30, 2020. (CV-TEC)

ENC. 8

Recommend that the Board approve the following Budget Increase:

1. Increase the WIOA, Title II, Incarcerated and Institutionalized Education special aid fund project budget from \$109,971 to \$331,353, for the period of July 1, 2019 through June 30, 2020, due to additional award funding in the amount of \$221,382 (pending State Education Approval). (CV-TEC)

ENC. 9

Recommend the Board approve the following Cross Contract:

1. 2019-20- Questar III BOCES
\$55,616 for State Aid Planning (AuSable Valley, Beekmantown, Boquet Valley, Chazy, Crown Point, Keene, Moriah, Northeastern Clinton, Peru, Plattsburgh City, Saranac, Schroon Lake, Ticonderoga, and Willsboro participate in this service) and Fixed Assets and Insurance Management (Peru participates in this service).

ENC. 10

Recommend that the Board approve the following Contract:

1. Contract between Clinton-Essex-Warren-Washington BOCES and The Southern Regional Education Board/Schools that Work (SREB) to outline SREB's participation expectations and services under BOCES' partnership with SREB to work towards school reform and continuous improvement of quality instruction at CV-TEC. The agreement remains in effect for the period of September 1, 2019 through June 30, 2020. The total billable amount for SREB services is \$14,950. (CV-TEC) (attached)

ENC. 11

Recommend that the Board approve the following Rental Lease Agreement:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and Abele Tractor & Equipment Co., Inc. for the rental of an excavator for use by the Mineville Campus Conservation Program. The duration of the agreement will be from October 2019 through June 2020 with an anticipated total expenditure of \$17,900 (the IDA will pay 50% of the total rental cost as one of the project entails work on the Essex County IDA project at the Moriah Business Park). (CV-TEC) (attached)

**CONTRACT BETWEEN
THE SOUTHERN REGIONAL EDUCATION BOARD/SCHOOLS THAT WORK
AND Champlain Valley Education Services
Contract Effective Dates from September 1, 2019 to June 30, 2020**

Champlain Valley Technical Center (CV-TEC), Champlain Valley Education Services (CVES), Plattsburgh, New York, proposes to use the Southern Regional Education Board (SREB)/ Schools That Work framework for school reform. SREB has committed to work with CV-TEC in its efforts towards continuous improvement of quality instruction.

SREB EXPECTATIONS FOR PARTICIPATION

Each school/district that enters into partnership with SREB for support in implementing the Schools That Work school improvement design agrees to implement key aspects of the design that gives teachers and leaders ownership of the improvement effort. These form the foundation of the work and are vital for sustainability of the effort after the contract ends.

Each school/district that enters into partnership with SREB for support in implementing the Schools That Work school improvement design agrees to meet minimum expectations for participation in the state and national Schools That Work network.

SERVICES TO BE PROVIDED BY SREB

1. Curriculum and Instruction Review

SREB's Curriculum and Instruction Review (CIR) helps centers better connect instruction and assignments with state readiness standards. SREB will customize these reviews to focus on Tier 1 instructional delivery and the consistent use of Tier 1 Instructional Materials. Center-level reviews involve onsite observations and student and teacher interviews. Center-level reviews involve onsite observations and student and teacher interviews. Prior to the visit, SREB Staff conduct desktop reviews of key data survey results.

Reviews provide feedback on:

- Student readiness
- Alignment of curricula with standards
- Quality and rigor of assignments
- Career pathway participation
- Quality and rigor of academic and career pathway courses
- Quality and availability of professional development
- Opportunities to accelerate credential attainment
- College-ready core participation.

The goal of these reviews is to enable centers to identify and take ownership of the problems they face and the actions they must take to advance students' readiness. Both the school and visiting team members will learn about the process and will have access to the CIR tools. The CIR process is intended to build capacity for participants to lead school improvement efforts.

2. Site Development Workshop (SDW) for Building Leadership Team


This two-day workshop engages school leaders and teachers in analyzing both the survey results and the trend CIR report for the center. Teams will also review current school and classroom practices, achievement data and other data to take ownership of the problems at the center and develop a set of actions to take to address the problems. This workshop is intended for both district representatives and building leadership team. The workshop orients participants to the STW Key Practices (which include quality instructional practices and student engagement strategies) and provides an opportunity for the teams to "unpack" the findings from the Review Visits, both identifying strengths and common priorities.

Budget

Task	Cost Per Item	Qty	Total	Notes
Curriculum and Instruction Review (CIR)	\$8,500.00	1	\$8,500.00	3-day visit (includes 2 SREB facilitators)
Site Development Workshop	\$4,500.00	1	\$4,500.00	2-day visit with one SREB facilitator
Subtotal 1			\$13,000.00	
SREB Administrative Costs (15%)			\$1,950.00	
TOTAL			\$14,950.00	

Invoices to be sent December and June
Budget Appendix I

The Board of Control for Southern Regional Education, d/b/a Southern Regional Education Board (SREB), as a not-for-profit educational compact, must comply with OMB Circular A-133. Please indicate with your remittance whether any of the funds are from Federal sources, including CFDA number. In the absence of any notification with remittance, SREB will assume that the funds are not subject to OMB Circular A-133, and that there is not "recipient" nor "sub recipient" relationship created hereunder.



Dale Winkler
SREB Vice President



Date



Superintendent or Designee
Champlain Valley Education Services

Date

Budget Appendix I

Description of Work	Level of Support	Cost
Curriculum and Instructional Review (CIR)	3 Day Visit (includes 2 SREB facilitators) - \$8,500	\$8,500
Site Development Workshop	2 day visit with one SREB facilitator - \$4,500	\$4,500
Sub-TOTAL CIR-SDW		\$13,000
15% Indirect Charge		\$1,950
TOTAL		\$14,950

ABELE TRACTOR & EQUIPMENT CO., INC.
 72 Everett Road • Albany, NY 12205-1499
 (518) 438-4444 • Fax (518) 438-5751
 ID #14-1454171 • DMV Facility #7001863
 www.abeletractor.com



Ship To: CLINTON, ESSEX, WARREN
 STEPHAINÉ TROMBLY
 OFF CTY RTE 7
 MINEVILLE, NY
 JOB SITE: MINEVILLE, NY

Invoice To: CLINTON, ESSEX, WARREN
 & WASHINGTON BOCES
 1585 MILITARY TURNPIKE
 PLATTSBURGH NY 12901

Branch 01 - ALBANY		Page 1	
Date 10/01/2019	Time 13:43:35 (O)	Invoice No.	
Account No. BOCES006	Phone No. 5185610100	Purchase Order TBA	
Ship Via	Salesperson 525 / 416		

RENTAL CONTRACT

Description C O N T R A C T #: 014778 Amount

THANK YOU FOR YOUR BUSINESS
 YOUR ASSISTANT TODAY WAS BRIAN MAHAR

6 MONTH RENTAL

SY SY135C 30424# EXCAVATOR 1 MONTH 2850.00
 Stock #: 16868022 Serial #: SY0135BGD0768
 Date Out: 10/15/2019 07:00
 Machine hours out: 746
 Rates: 316.60/DAY 950.00/WEEK 2850.00/MONTH
 O/T Rates Per HR: 49.38/DAY 29.63/WEEK 22.22/MONTH

Miscellaneous Charges/Credits
 =====

DELIVER LED RENTAL Qty: 1 Price: 400.00 400.00
 Subtotal: 3250.00
 CHARGE: 3250.00

DELIVERED BY _____ DELIVERED ON CV# _____ HRS _____
 CANCEL DATE _____ CANCELLED BY _____ CANCEL TIME _____ MESSAGE TAKEN BY _____

By and Between **ABELE TRACTOR & EQUIPMENT CO., INC.** 72 Everett Road, Albany, N.Y., 12205, owner of the equipment mentioned herein and hereinafter called **Lessor** and the above named hereinafter called **Lessee**. WITNESSETH: That in consideration of the payments and rentals hereinafter provided for, and of the terms and conditions hereof, the Lessor hereby agrees to lease and does lease to the Lessee, and the Lessee hereby agrees to lease from the Lessor, the above described equipment. FUEL: Equipment is checked out with fuel tanks filled and are expected to be full upon return. If fuel tank(s) are not returned full, Lessee will be billed for fuel needed to refill them. This rental is subject to the standard Rental Terms attached hereto and incorporated herewith. DO NOT SIGN THIS AGREEMENT BEFORE YOU READ ALL OF IT. Signing a copy of this rental agreement indicates that you have read all of the terms and are agreeing to them. By your signature, you are acknowledging receipt of a true copy of this contract and the standard rental terms.

PRINT NAME: _____ CUSTOMER SIGNATURE: _____
 Signer certifies that he/she is the Lessee or is an authorized representative of the Lessee

- LOCATION:** The equipment IS being leased for use in the location specified on the reverse side and the equipment is not to be moved to any other location without written consent of the Lessor.
- DELIVERY:** Rental Charge is to start at time of departure from the Lessor's place of business and to continue until cancellation of this contract is formally terminated and the equipment returned to the Lessor's place of business as provided herein.
- RATE BASIS:** Rate based on customer providing competent equipment operator and insurance as noted in paragraph #4.
- INSURANCE:** The Lessee certifies to the Lessor that he has and will continue to maintain adequate insurance covering all liabilities assumed by The Lessee during the term of this rental lease contract and in accordance with conditions stated in paragraphs 10 and 11 in this agreement. To provide required insurance coverage, Lessee should instruct his insurance agent to issue a certificate of insurance for a minimum of \$250,000/\$500,000 Bodily Injury and \$100,000 Property Damage showing endorsement with ABELE TRACTOR & EQUIPMENT CO., INC. as ADDITIONAL INSURED. Also, Lessee should request FIRE, THEFT, VANDALISM and EXTENDED COVERAGE insurance in an amount up to the value of the equipment rented naming ABELE TRACTOR & EQUIPMENT CO., INC. as ADDITIONAL LOSS PAYEE. Absence of a certificate of insurance will make necessary a minimum 8% surcharge which will be added to the standard rental rates. This surcharge will be used to offset additional charges from Lessor's insurance company and will not purchase any form of insurance for the Lessee.

Insurance Certificate is on file	No	Yes	Expiration Date:
Request for Certificate in Process	No	Yes	
Apply Insurance Surcharge	No	Yes	

- DEPOSIT:** On Cash Sales a security/damage deposit is required in the amount of \$_____ This is a deposit against damage and misuse of equipment which is to be returned to Lessee upon completion providing the equipment is in first-class second-hand condition with reasonable allowance for actual wear. This deposit is also to guarantee performance of the contract by the Lessee. In the event the Lessee fails to make rental payments when due, the leased equipment may be picked up by the Lessor and all or part of the deposit will be forfeited by the Lessee to the extent of losses and expenses encountered by the Lessor.

6. PAYMENT TERMS, CREDIT AGREEMENT & OTHER CONDITIONS OF SALE:

CASH SALE: Net Payment due upon receipt of invoice. Subject to credit sale terms if not paid. Rent and Deposit to be paid in Advance of Rental Period with Cash or Certified Check.

CREDIT SALE: The undersigned hereby agrees to all of the terms and conditions set forth in Abele's current Credit Agreement, Lease Agreement and Service Order documents as well as the following terms and conditions. Credit purchases of PARTS and SERVICE are due 10 days after date of invoice. Minimum charges -- \$5.00 of PARTS invoices and \$10.00 labor for service invoices. There is \$0 return allowed for electrical parts. Other parts for return, if returnable, are subject to a 20% restocking charge. Credit purchases of EQUIPMENT and RENTALS of EQUIPMENT are due 10 days after date of invoice. The undersigned agrees to pay 2% per month Finance Charge for Corporate accounts or 1.333% per month Finance Charge for Corporate accounts not paid within 10 days of the date of invoice including but not limited to attorney's fees, court costs, expenses and disbursements. Partial payments will be applied first to Finance Charges and collection costs, then to principal. The undersigned individual hereby personally and unconditionally guarantees payment of this invoice.

- TRANSPORTATION AND LOADING OF EQUIPMENT:** If the equipment is to be delivered and/or picked up by the Lessor, the cost of such transportation is to be borne by the Lessee unless otherwise noted. The equipment is not to be towed on the highway unless written permission is obtained from the Lessor. The Lessee or his agent will be solely responsible for the safe loading and transportation of the Lessor's equipment even though the Lessor may have assisted in the loading. Checking the load height for bridge clearance and load width, weight, etc., to conform with Motor Vehicle Law is the sole responsibility of the Lessee or his agent.

- CANCELLATION AND RETURN OF EQUIPMENT:** On the completion of use, Lessee agrees to notify the Lessor and to return the equipment to the Lessor's place of business in Albany, N.Y., all transportation charges prepaid, in first-class second-hand condition with allowance for normal wear. If the Lessee elects to have the Lessor pick up the equipment, the Lessor is to be notified of such intent. If the equipment is not picked up within 24 hours of such notice it will be the responsibility of the Lessee to re-notify the Lessor that the equipment is ready for pick-up. It is the Lessee's responsibility to notify and in fact see that the equipment is returned. The only acceptable notice if equipment is not picked up within 48 hours is a registered letter received by the Lessor within three days of original notice by Lessee to pick up the equipment.

- LIABILITY:** Lessee shall be liable for any and all injuries and damages to persons and/or property resulting from the use, possession, transportation and/or operation of the equipment leased hereunder. Lessee shall indemnify and hold Lessor harmless from any and all liability, injuries, damages, costs, disbursements and attorney's fees that it may incur by reason of Lessee's use, possession, transportation, and/or operation of said equipment. Lessee shall upon Lessor's demand assume at Lessor's sole cost and expense the defense of Lessor in any legal proceedings brought against Lessor as a result of Lessee's use, possession, transportation and/or operation of said equipment. Lessee's failure to obtain insurance shall not relieve Lessee of any of its obligations hereunder, whatsoever.

- DAMAGE TO THE EQUIPMENT:** Lessee shall be responsible for loss or damage to the equipment arising from any cause whatsoever and including, but not limited to fire, theft, flood, vandalism, unsafe transportation of the equipment, improper use of the equipment such as use of the equipment on a hill so steep that the equipment is not properly lubricated and premature wear occurs. These damages are to be repaired at the Lessee's expense.

- INSTRUCTION:** Lessee acknowledges receiving instruction in the proper operation and usage of the equipment being leased. Furthermore, Lessee certifies that he has observed the placement and purpose of the warning labels on the equipment being leased and that he has been furnished with instruction and/or operators manuals and that he and his equipment operators will read and fully understand those labels and/or manuals before operating the equipment and that they will operate the equipment accordingly.

- CONDITION AND CARE OF THE EQUIPMENT:** The Lessor shall use reasonable care to see that the leased equipment is in proper working condition before delivery to lessee. The Lessee accepts the machine as being in good mechanical condition capable of safe operation and agrees to return it to the Lessor's place of business in the same condition with reasonable allowance for normal wear. The Lessor may inspect the equipment at any time.

Damages to the leased equipment are the responsibility of the Lessee from the time of acceptance by Lessee until the time Lessor acknowledges return receipt. Damages due to adverse weather conditions are the liability of the Lessee. It is expected that equipment will be returned from rental as clean as it was when checked out and any cleaning required by Lessor will be paid for by the Lessee. Equipment worked in hazardous waste or toxic chemicals must be cleaned at the expense of the Lessor before being returned from rental.

The Lessee shall bear the expense of all fuel, lubrication, filters and wear items (for example teeth, blades, cutting edges, brooms, breaker tools, drill bits, etc.) and keep the leased equipment properly lubricated and maintained at all times and when returned to Lessor to be complete with all tool, instruction manuals and accessories which were with the equipment when delivered to Lessee. Lost, damaged or excessively worn items shall be paid for by the lessee.

The Lessee shall check all oil levels regularly and perform all periodic lubrication including oil and filter changes as required by the equipment labels, operators manuals, operating conditions and industry standards. Under severe operating conditions the Lessee agrees to service the air cleaner several times daily and change the crankcase oil as needed and exercise any other precautions necessary to prevent premature wear to any parts of the equipment. If there is premature wear to any part of the machine due to extreme abrasive conditions, it is to be repaired at the Lessee's expense.

Lessee is responsible for making periodic adjustments and minor repairs necessary for the safe and proper operation of the leased equipment such as cable adjustment for parking brakes, clutch adjustment, etc. Lessee may also do minor repairs provided that the work is done by a qualified person and that the repair does not compromise any of the safety features of the machine or result in further damage to the machine. No repairs other than adjustments and minor repairs shall be made to the leased equipment by anyone other than the Lessor unless permission is granted to the contrary by the Lessor. Lessor agrees to service the equipment promptly after being notified of need for repairs.

Lessor assumes no obligation whatsoever to Lessee for time lost or penalty suffered by Lessee while equipment is inoperable for any reason and no deductions are to be made from rental payments.

- USE:** The Lessee agrees to use the equipment within its capacity as defined by the manufacturer and for the purpose for which it was intended. Lessee agrees that the equipment shall be used solely in the conduct of Lessee's business and within Lessee's possession and under its control, that said equipment is to be used solely by the Lessee or his employees and for the purpose for which it was intended, that said EQUIPMENT WILL BE OPERATED ONLY BY COMPETENT OPERATORS AND SHALL NOT BE USED BEYOND ITS NORMAL CAPACITY.

IF THE LESSEE DOES NOT KNOW HOW TO OPERATE THE EQUIPMENT BEING LEASED IT IS HIS RESPONSIBILITY TO ASK THE LESSOR FOR INSTRUCTIONS. OTHERWISE IT IS ASSUMED THE LESSEE IS COMPETENT AND KNOWLEDGEABLE ABOUT THE SAFE EFFECTIVE OPERATION OF THE EQUIPMENT BEING LEASED.

WHEN EQUIPMENT IS NOT IN USE, IT WILL BE KEPT IN A PROTECTED AREA.

- SAFETY DEVICES & OSHA:** It is the intent of the Lessor to supply equipment that meets applicable OSHA and industry safety standards. If upon receipt of equipment Lessee finds that safety devices are missing or damaged, it is to be considered an oversight and correction will be made upon notification. Equipment covered by this agreement may not be operated with guards or other safety devices removed unless a variance has been granted by the equipment manufacturer and/or OSHA. It is the Lessee's responsibility to know and make provision for specialized safety devices that will be required for particular work site situations.

- UTILITY AND HIGHWAY PERMITS:** It is the responsibility of the Lessee to ensure the necessary information regarding the location of the telephone, power, sewer, water and any other utility equipment and to secure a permit if one is necessary to work in the vicinity of this utility. If damage is done to any utility the cost is to be paid by the Lessee. If this equipment is to be used on or near the highway, the Lessee is to obtain a permit or license from the town, city, county or state as the case may be.

- ASSESSMENT OF TAXES:** Lessee agrees to report and pay to the appropriate taxing authority any and all taxes (including penalty and interest, if any) assessed against the equipment or the ownership, purchase, rental or use thereof, and to reimburse Lessor upon receipt of written request for any taxes assessed against Lessor by reason of ownership, purchase, rental or use of said equipment.

- ASSIGNMENT:** The Lessee shall have no right to sub-lease said equipment and the equipment is to be used solely by the Lessee and kept within the Lessee's possession and under Lessee's control unless there is prior written consent given by the Lessor.

The Lessor has the right of assignment and in the event the Lessor assigns this lease and/or all rents due to become due thereunder, Lessee agrees to settle all claims now or hereafter arising out of the lease of property covered hereby directly with Lessor, and will not set up any such claim against the Lessor's assignee as a defense, counterclaim, set-off, cross complaint or otherwise, to any action brought by any assignee of this lease to recover any part of the rent or possession of any leased property.

- CANCELLATION BY LESSOR:** The Lessor reserves the right to cancel this contract at any time it may consider it necessary to protect its property from damage or illegal seizure.

- DEFAULT OF CONTRACT:** Should Lessee default in the performance of this lease, Lessor may without notice or legal process enter upon the property where the machine may be located take possession and remove the same without liability for any resultant work stoppage, claim for any other incidental damage resulting therefrom, or damage to said machinery resulting from its removal and transportation to Lessor's premises. If the Lessee shall fail to make any payment provided for in this lease, or if Lessee breaches any of the terms and conditions of the lease, the rent for the entire unexpired lease period shall become immediately due and payable at the option of the Lessor or its assigns and the Lessor or its assigns may retake possession of any leased property. Should it become necessary for Lessor to resort to legal process to take possession of the machine or collect monies due on this lease, Lessee shall be liable for the expenses of such retaking and all legal expenses and any reasonable attorney's fees.

- TITLE:** Title to the equipment shall at all times be vested in the Lessor unless transferred to the Lessee through sale. The Lessee shall give the Lessor immediate notice in case any equipment is levied upon, or from any cause becomes liable to seizure.

- PURCHASE OPTION AND SECURITY INTEREST:** This contract contains no purchase option for the equipment being leased herein. A purchase option, if any is available only by mutual agreement of buyer and seller in writing on a separate Abele Tractor PURCHASE OPTION document. Should a purchase agreement develop, Lessee agrees and understands that Abele Tractor & Equipment Co., Inc. has a SECURITY INTEREST IN ALL EQUIPMENT THAT Lessee may purchase from Lessor until the full purchase price thereof is paid.

- This agreement shall be considered as having been made in the state of New York and the parties hereby consent to the jurisdiction of the courts in the state of New York. This agreement is to be constructed according to the laws of that state.

- MERGER AND ORAL REPRESENTATIONS:** This agreement is the entire agreement of the parties hereto. There is no prior oral or written representations, promises or warranties, except as set forth herein. Any modifications to this agreement by the customer are ineffective unless specifically accepted in writing by an authorized representative of the Lessor. This entire agreement supersedes any special terms and conditions relative to the leased equipment that may exist on any separate Lessee/customer purchase order.

ABELE TRACTOR & EQUIPMENT CO., INC.
 72 Everett Road • Albany, NY 12205-1499
 (518) 438-4444 • Fax (518) 438-5751
 ID #14-1454171 • DMV Facility #7001863
 www.abeletractor.com



Ship To: SAME AS BELOW

Invoice To: CLINTON, ESSEX, WARREN
 & WASHINGTON BOCES
 1585 MILITARY TURNPIKE
 PLATTSBURGH NY 12901

Attention: STEPHANIE TROMBLY

Branch 01 - ALBANY		
Date 09/11/2019	Time 10:20:18 (O)	Page 1
Account No. BOCES006	Phone No. 5185610100	Est. No.02 Q05090
Ship Via		Purchase Order
DAN RICHARDS		Salesperson 416

PROFORMA INVOICE

Description ** Q U O T E ** EXPIRY DATE: 10/05/2018 Amount

Stock #: ? Serial #:
 SANY 135 EXCAVATOR/BLADE/THUMB/DIGGING BUCKET
 RENTAL RATE \$2850/MONTH
 TRUCKING \$400/EACH
 UNIT TO START RENT 10/11/18
 6 MONTH RENTAL TOTAL
 JAN/FEB/MARCH 15 NO CHARGE
 START RENT AGAIN 3/16/19 TILL JUNE

Sale Total:
 Subtotal:
 Quote Total:

Authorization: _____

THANK YOU FOR YOUR BUSINESS
 YOUR ASSISTANT TODAY WAS DAN RICHARDS

BUYER'S SIGNATURE: _____ DATE: _____

THIS ORDER IS ONLY VALID WHEN SIGNED AND ACCEPTED BY THE DEALER

CONDITIONS OF SALE AND LIMITED WARRANTY ARE CONTINUED ON THE REVERSE SIDE AND ARE PART OF THIS AGREEMENT
 I hereby agree to the conditions of this order, expressed in the foregoing, constituting a purchase contract. I hereby certify that I am of legal age to enter into this contract and acknowledge receipt of a copy of this order. The undersigned individual does hereby guarantee payment of this Retail Purchase Order and Invoice. **Notice to buyer:** Do not sign this contract before you read it or if it contains blank spaces. You are entitled to a copy of the contract you sign.

The equipment listed above was received in satisfactory condition with operators manuals and we received sufficient instruction for the safe operation and care of this equipment.

Sold w/ manufacturer's limited new machine warranty

Sold Used "AS IS"

RECEIVED BY: _____ DELIVERED BY: _____ DATE: _____

ENC. 12

Recommend that the Board approve the following Agreement:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and Cornell University for the purpose of obtaining the following two-day training session: Therapeutic Crisis Intervention Training of Trainers for Schools Update: Designing Refresher Training (TCIS DRT) for the dates of October 31, 2019 through November 1, 2019. Training services will take place at the Plattsburgh City School District Duken Building for the total amount of \$11,750. (ISC) (attached)

ENC. 13

Committees

May 8, 2019 Audit Committee Meeting Highlights (informational) (attached)

ENC. 14

Recommend that the Board approve the following letter of resignation for the purpose of retirement:

1. Gayellen Carlsson, Adult Literacy Teacher, effective January 6, 2020

ENC. 15

Recommend that the Board accept the following letters of Resignation:

1. Tamar Smalls, Teacher Aide/Student Aide, effective September 13, 2019
2. Irvin German, Food Service Helper, effective September 21, 2019
3. Brooke Marbut, Teacher Aide/Student Aide, effective October 1, 2019
4. Nancy Wood, Teacher Aide/Student Aide, effective October 5, 2019
5. Lori Ducharme, Animal Science Stipend, effective October 10, 2019
6. Katie McClatchie, Teacher Aide/Student Aide, effective October 11, 2019
7. Dobrochna Drogowska Plaza, Teaching Assistant, effective October 13, 2019
8. Jeffrey Coon, Building Maintenance Mechanic (51%), and Heating & Ventilation Mechanic (49%), effective October 10, 2019 for the purpose of accepting a Building Maintenance Mechanic position
9. Amanda Wilson, Cook Manager, effective October 1, 2019 for the purpose of accepting a Food Service Helper position
10. Angela Vanderbogart, Food Service Helper, effective October 1, 2019 for the purpose of accepting a Cook Manager position

ENC. 16

Recommend the Board approve the following leave of absence:

1. Marcia Brinton, unpaid leave of absence October 1, 2019 through November 26, 2019

ENC. 12

TRAINING SERVICES AGREEMENT

between

**CORNELL UNIVERSITY on behalf of its Bronfenbrenner Center
for Translational Research
and**

CHAMPLAIN VALLEY EDUCATIONAL SERVICES

This training services agreement (hereinafter "Agreement") is made effective as of the 12th day of September, 2019 by and between Board of Cooperative Educational Services, Sole Supervisory District of Clinton, Essex, Warren, Washington Counties (hereinafter CHAMPLAIN VALLEY EDUCATIONAL SERVICES) with its offices located at 1585 MILITARY TURNPIKE EXT., P.O. BOX 455, PLATTSBURGH, NY 12901 and Cornell University on behalf of its Bronfenbrenner Center for Translational Research with its offices located at 35 Thornwood Drive, Suite 200, Ithaca, NY 14850 (hereinafter "Cornell University").

WITNESSETH

WHEREAS, CHAMPLAIN VALLEY EDUCATIONAL SERVICES and Cornell University desire to enter into an agreement relating to Therapeutic Crisis Intervention Training of Trainers services which are to be provided by Cornell University for CHAMPLAIN VALLEY EDUCATIONAL SERVICES, delivered at 1585 MILITARY TURNPIKE EXT., P.O. BOX 455, PLATTSBURGH, NY 12901.

WHEREAS, CHAMPLAIN VALLEY EDUCATIONAL SERVICES and Cornell University have been engaged in discussions, and have exchanged proposals all relating to the scope of services to be provided by Cornell University to CHAMPLAIN VALLEY EDUCATIONAL SERVICES and their respective rights and responsibilities; and

WHEREAS, CHAMPLAIN VALLEY EDUCATIONAL SERVICES desires to engage Cornell University for the purpose of providing to CHAMPLAIN VALLEY EDUCATIONAL SERVICES specific training, education, and associated services (hereinafter detailed as "Services") and Cornell University is willing and agrees to perform the requested Services, all under and pursuant to the terms and conditions of this Agreement; and

WHEREAS, CHAMPLAIN VALLEY EDUCATIONAL SERVICES and Cornell University wish to formalize all of their understandings and their mutual agreements by their signing, acceptance and entry into this Agreement.

NOW THEREFORE, in consideration of the mutual promises exchanged between the parties, CHAMPLAIN VALLEY EDUCATIONAL SERVICES and Cornell University hereby agree as follows:

1. DESCRIPTION OF SERVICES.

- (a) “Services” (which as used in this Agreement shall include educational services) shall include the following described activities and all activities of Cornell University necessary to its performance of the work included in the description herein described.
- i. Materials: Cornell University agrees to ship training materials to the appropriate training locations.
 - ii. Training Delivery: Additionally, Cornell University agrees to deliver a two-day *Therapeutic Crisis Intervention Training of Trainers for Schools Update: Designing Refresher Training (TCIS DRT)*. The dates of the training will be October 31 – November 1, 2019. The location of the training to be determined at a later date and agreed upon by both parties.
- (b) Fee for Services: CHAMPLAIN VALLEY EDUCATIONAL SERVICES agrees to pay to Cornell University a fee of \$11,750.00 for the provided services.

2. **BILLING**. Services will be billed by Cornell University through Bronfenbrenner Center for Translational Research, 35 Thornwood Drive, Suite 200, Ithaca, NY 14850.

CHAMPLAIN VALLEY EDUCATIONAL SERVICES,
1585 MILITARY TURNPIKE EXT., P.O. BOX 455,
PLATTSBURGH, NY 12901

Payment for services shall be made to the Bronfenbrenner Center for Translational Research within thirty (30) days of CHAMPLAIN VALLEY EDUCATIONAL SERVICES receipt of the bill for services. Outstanding balances beyond 30 days will be assessed a penalty of 5% per month. Purchase orders and checks, payable to Cornell University, will be forwarded to the Bronfenbrenner Center for Translational Research, 35 Thornwood Drive, Suite 200, Ithaca, NY 14850.

3. **TERM**. The term of this Agreement shall commence on the date of signing by both parties and shall continue until December 31, 2019, unless terminated sooner in accordance with its terms.
4. **DISCLAIMER AND TERMINATION**. It is recognized that situations may arise which would make it difficult, if not impossible for Cornell University’s instructors to deliver the training as agreed to or in the timeframe agreed to. It is further recognized that there may be situations in which CHAMPLAIN VALLEY EDUCATIONAL SERVICES will desire to discontinue the program. Therefore, it is understood and agreed that Agreement may be postponed or discontinued at any time at the option of either party, upon thirty (30) days prior written notice to the other party. If the training is cancelled by CHAMPLAIN VALLEY EDUCATIONAL SERVICES less than 30 days prior to the training, you will be charged a cancellation fee of \$500.00.
5. **TRAINING EQUIPMENT**. CHAMPLAIN VALLEY EDUCATIONAL SERVICES will provide suitable training equipment, such as a laptop, LCD projector, and speakers; or an equivalent training system, for the Cornell University instructors to utilize in

performing the services under this Agreement.

- 6. INDEPENDENT CONTRACTOR.** Cornell University's relationship to CHAMPLAIN VALLEY EDUCATIONAL SERVICES in performing Services under this Agreement is that of an independent contractor. The personnel who will perform services under this Agreement shall at all times be under Cornell University's exclusive direction and control and shall be employees or independent contractors of Cornell University and not CHAMPLAIN VALLEY EDUCATIONAL SERVICES. Cornell University shall pay all wages, salaries, fringe benefits, and other amounts due to its personnel or its independent contractors in connection with this Agreement and shall further be responsible for all reports and obligations respecting them relating to Social Security, income tax withholding, unemployment compensation, workers' compensation, and similar matters.
- 7. REPRESENTATIONS.** All Services shall be performed in accordance with sound and generally accepted professional practices and industry standards by professional, managerial, and administrative personnel fully qualified in the respective professional discipline required. All statements and materials regarding its qualifications to perform the Services under this Agreement are true and correct and are not misleading or incomplete for any reason, including by reason of omission. Cornell University makes no warranty, either express or implied, regarding the application or use of its services by CHAMPLAIN VALLEY EDUCATIONAL SERVICES, including any specific outcome or result. Notwithstanding the provisions in Section 4 of this Agreement to the contrary, Cornell University agrees that CHAMPLAIN VALLEY EDUCATIONAL SERVICES may immediately terminate this Agreement if Cornell University has misstated its qualifications to perform the Services hereunder.
- 8. CONFIDENTIAL AND PROPRIETARY INFORMATION.** Confidential or proprietary information, which is disclosed by either party to the other for purposes of performing the Services hereunder and which is clearly identified by the disclosing party as confidential or proprietary information, shall be protected by the receiving party in the same manner and with the same degree that the receiving party uses to protect its own confidential or proprietary information. However, neither party shall be required to keep confidential information which: (a) is or becomes publicly available; (b) already in that party's possession at the time of disclosure by the other party; (c) independently developed by that party outside the scope of this Agreement; or (d) rightfully obtained from third persons.
- 9. INDEMNIFICATION AND RESPONSIBILITY.** In no event shall Cornell University be responsible for any accident or injury caused by the failure of CHAMPLAIN VALLEY EDUCATIONAL SERVICES employees to perform the training exercises properly. CHAMPLAIN VALLEY EDUCATIONAL SERVICES understands that there is risk of personal injury associated with the training exercises when employees of CHAMPLAIN VALLEY EDUCATIONAL SERVICES practice the training exercises. CHAMPLAIN VALLEY EDUCATIONAL SERVICES agrees to hold Cornell University harmless from any accident or injury due to the inherent risk of the performance of the training moves taught and to waive subrogation on behalf of itself and its insurance company for any workers compensation claim. Except as limited above, Cornell University agrees to indemnify and hold CHAMPLAIN VALLEY EDUCATIONAL SERVICES harmless from all claims, losses, expenses, fees (including attorneys fees), and costs and judgments which have or which may be

asserted against CHAMPLAIN VALLEY EDUCATIONAL SERVICES that result from the acts, errors, or omissions of Cornell University and its employees. CHAMPLAIN VALLEY EDUCATIONAL SERVICES agrees to indemnify and hold Cornell University harmless from all claims, losses, expenses, fees (including attorneys fees), and costs and judgments which have or which may be asserted against Cornell University that result from the acts, errors, or omissions of CHAMPLAIN VALLEY EDUCATIONAL SERVICES, CHAMPLAIN VALLEY EDUCATIONAL SERVICES and its employees. As a condition of indemnification, each party agrees to notify the other of any asserted claim, and to cooperate fully in the defense of any such claim.

10. INTELLECTUAL PROPERTY & NON-EXCLUSIVE LICENSE TO CHAMPLAIN VALLEY EDUCATIONAL SERVICES. The following provisions shall apply with respect to copyrightable works and intellectual property which pertain to the Services performed by Cornell University under this Agreement:

(a) All materials belonging to or in the possession of CHAMPLAIN VALLEY EDUCATIONAL SERVICES, written, printed, or otherwise recorded, shall be used by Cornell University only in the performance of Services hereunder and Cornell University shall not record, reference, or reproduce such materials without the express written consent of CHAMPLAIN VALLEY EDUCATIONAL SERVICES.

(b) Cornell University and/or the instructor shall retain exclusive copyright and all intellectual property rights to materials developed under this Agreement. The participants in the programs delivered pursuant to the Scope of Work may use the program materials for reference purposes, but any additional use of the materials requires the written permission of Cornell University

11. CONSEQUENTIAL DAMAGES. In no event shall either party be liable to the other for payment of any consequential damages.

12. INSURANCE CERTIFICATE & ADDITIONAL INSURED STATUS. During the term of this Agreement, Cornell University shall maintain and provide proof upon request to CHAMPLAIN VALLEY EDUCATIONAL SERVICES of the existence of general commercial liability insurance coverage or self insurance program, together with such further insurance coverages which are satisfactory to CHAMPLAIN VALLEY EDUCATIONAL SERVICES. Upon request by CHAMPLAIN VALLEY EDUCATIONAL SERVICES, its officers, directors, agents, affiliates, members and employees, shall all be designated as additional insured on Cornell University general liability insurance policies but limited to those claims accident or incidents arising out of the acts, errors or omissions of Cornell University as specifically limited by section 9.

13. NONDISCRIMINATION. The parties agree that they will not discriminate because of sex, race, religion, color, or national origin, and will not discriminate on any basis covered under other applicable laws in any area of their operations under this Agreement. Any violation of this Section 13 by either party shall constitute a material breach of this Agreement.

14. NOTICES. All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in

the United States mail, postage prepaid, addressed as follows:

If to Champlain Valley Educational Services:

Attn: Julie Duprey

Champlain Valley Educational Services

14 Area Development Dr., Suite 100,

Plattsburgh, NY 12901

Tel: 518-561-0100 x. 352 Fax: 518-561-0240 e-mail: Duprey_Julie@cves.org

If to Cornell University

Cornell University, College of Human Ecology, Bronfenbrenner Center for Translational
Research, Residential Child Care Project

Attn: Martha Holden

Title: Project Director

35 Thornwood Drive, Suite 200

Ithaca, NY 14850

Tel: 607-254-5337

Fax: 607-255-8562

e-mail: mjh19@cornell.edu

Such addresses may be changed from time to time by either party by providing written notice to the other in the manner set forth above.

- 15. ENTIRE AGREEMENT.** This Agreement, including any appended Exhibits or Schedules contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties.
- 16. AMENDMENT.** This Agreement may be modified or amended if the modification or amendment is made in writing and is signed by both parties.
- 17. SEVERABILITY.** If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.
- 18. WAIVER OF CONTRACTUAL RIGHT.** The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.
- 19. APPLICABLE LAW.** This Agreement shall be governed by the laws of the State of New York, and any claims hereunder shall be brought in Tompkins County, New York.
- 20. ASSIGNMENT.** This Agreement shall be binding upon the successors of either party hereto but shall not be assigned by either party without the written consent of both parties, said consent not to be unreasonably withheld or delayed. The provisions of this Agreement are solely for the benefit of and shall be enforceable only by CHAMPLAIN VALLEY EDUCATIONAL SERVICES and Cornell University and their respective successors and

assigns as permitted hereunder.

- 21. FORCE MAJEURE.** Neither party shall be held responsible for any delay or failure in the performance of any part of this Agreement to the extent that such delay or failure is caused by fire, flood, lightning, lockout, riot, explosion, war, strike, embargo, government requirement, civil or military authorities, acts of God or by the public enemy, acts of terrorism, or other causes beyond the reasonable control of such party.
- 22. CAPTIONS AND HEADINGS.** The division of this Agreement into sections and the use of captions and headings are solely for the convenience of the parties and shall have no effect in construing the provisions of this Agreement.
- 23. SIGNATORY AUTHORITY.** The individuals signing below on behalf of CHAMPLAIN VALLEY EDUCATIONAL SERVICES and Cornell University are authorized to sign and bind their respective organizations to the terms of this Agreement.

IN WITNESS WHEREOF, CHAMPLAIN VALLEY EDUCATIONAL SERVICES and Cornell University on Behalf of its Bronfenbrenner Center for Translational Research have authorized their representatives to execute this Agreement on their behalves on the dates indicated below.

CHAMPLAIN VALLEY EDUCATIONAL SERVICES

Dated: _____, 2019 By

Larry Barcomb, CVES Board President

Mark C. Davey Superintendent

CORNELL UNIVERSITY ON BEHALF OF ITS BRONFENBRENNER CENTER FOR TRANSLATIONAL RESEARCH

Dated: _____, 2019 By:

Peter Farley
Director of Finance and Administration,
BCTR

ENC. 13

Champlain Valley Educational Services Audit Committee - Meeting Minutes May 8, 2019- 5:00 p.m., Instructional Services Center

Present: Donna LaRoque, Audit Committee Member
Richard Harriman, Sr., Audit Committee Member
Jane Donahue, Audit Committee Member
Linda Gonyo-Horne, Audit Committee Member
Michael Horne, Public Attendee
Amy Pedrick, CPA, West & Co. CPAs
Michael Rossi, CPA, West & Co. CPAs
Eric Bell, Assistant Superintendent of Management Services
Christine Myers, BOCES Treasurer
Dr. Mark Davey, District Superintendent (Arrival 5:45 p.m.)

1. Approved the minutes from February 14, 2019 Audit Committee Meeting
(D.LaRoque 1st, R.Harriman, Sr., 2nd the motion)

2. 2018-2019 External Audit Entrance Conference – West & Co. CPAs, LLC

The auditors reviewed the process and timing for the 2018-2019 annual independent audit. Approved financial statements are due to NYS by October 15th.

Linda Gonyo-Horne asked the auditors what they felt were the current issues BOCES will be facing in the upcoming year. The auditors noted that reserve levels would be an upcoming focus for BOCES, especially with limits placed on the newly authorized TRS Sub-Fund Reserve. Michael Rossi stated that with a limit on the funding level allowed to be maintained in the TRS sub-fund reserve, questions could arise about the amounts held in other reserves. For example, the ERS Contribution Reserve has no limits on funding levels and is likely to be funded at a higher amount. They feel a greater transparency will be required to component school boards in BOCES decisions on funding reserves. Mr. Rossi also commented on the CVES CTE Equipment Reserve Fund funding methodology. They strongly recommend that alternative funding methodologies be considered to fund the reserve at a level that will assist with the purchase of needed equipment.

Mrs. Gonyo-Horne made mention of continuing efforts to tighten up and limit instances of faculty requesting money and for additional internal controls be in place to ensure protection of school monies. A specific reference was made to the year-end awards events in which faculty often request money be sent directly to them versus through the BOCES Treasurer. The Treasurer and ASMS will work with the divisions to limit these instances and institute advanced control procedures, however, with the nature of CTE program activities, it is inherent that faculty be more involved with money collection than a standard classroom teacher.

3. 2017-2018 Corrective Action Plan Follow-Up – Reserve Plan

Eric Bell noted that the Management Letter comments from the 6/30/18 audit have been addressed in full except the establishment of a CVES Reserve Plan. The remainder of the comments correspond to on-going management of issues that are addressed as they arise through training of faculty and staff to reduce future occurrences.

Mr. Bell presented and reviewed the preliminary draft of the CVES Reserve Plan. The purpose of which is to create a long-term strategy for reserves to help mitigate unanticipated, immediate financial issues to not impact instruction and operations at a high level. The proposed implementation of the Reserve Plan will be September 2019 when CVES provides the annual report on reserves to the Board. However, the Board will

be asked to take action on specific reserves prior to September to maximize resources available to the BOCES.

BOCES versus school districts are limited in the types of reserves that can be established and maintained. CVES currently holds an Unemployment Reserve, a Career Education Instructional Equipment Reserve (CTE Reserve), a Retirement Contribution Reserve (RCR), and an Employee Benefit Accrued Liability Reserve (EBALR).

The following items were discussed and recommended by the Audit Committee to be brought forward to the Board and included in the final Reserve Plan document (L.Gonyo-Horne 1st, D.LaRoque 2nd):

- 1) Unemployment Reserve - Maintain at current methodology
- 2) CTE Reserve – Review existing policy and proceed with revisions to expand funding methodology to be better prepared for upcoming long-term equipment purchasing needs necessary to uphold quality instructional opportunities for students. Audit Committee members requested a policy revision be brought forth to the board as soon as possible.
- 3) Retirement Contribution Reserve (RCR) – Before recent legislative action, this reserve could only be used for obligations due under the NYS & Local Retirement System (ERS). As of April 1, 2019, the law allows BOCES to establish a Teachers Retirement System (TRS) sub-fund under the RCR to pay for TRS obligations. Annual funding limitations for the TRS sub-fund have been set at 2% of prior year teacher salaries and a total amount not to exceed 10%. Based on these limits, it would take 5 years to fully fund the reserve. The Audit Committee members recommended bringing forth a resolution and funding methodology for the establishment of the TRS Sub-Fund at the June 2019 Board meeting.
- 4) Employee Benefit Accrued Liability Reserve (EBALR) – This reserve maintains a balance for the payment of obligations payable at retirement. The reserve fund is currently underfunded based on the estimated future obligations. As many of these benefits were negotiated away several years ago, the reserve fund was discontinued for the purpose of adding funds to the reserve, as it was fully funded at the time. However, with changes established in current employment contracts, the need to fund this reserve is critical for the long-term financial stability of CVES' Co-Sers. The Audit Committee members recommended moving forward to the Board in June 2019 to reopen the reserve and allow annual contributions until fully funded, over a period of time.

4. 2019-2020 Future Meeting Dates

The Audit Committee recommended continuing the practice of holding Audit Committee meetings on the same nights as the CVES Board meetings, usually in October, December, February, and May. The dates for 2019-2020 will be established through the Important Dates Calendar.

5. Meeting adjourned (R.Harriman, Sr. 1st, D.LaRoque 2nd)

Approval Pending...XXXX, 2019

ENC. 17

Recommend the Board amend the following permanent civil service appointment approved at the September 11, 2019 Board meeting:

1. Name: Emily Tolosky
Position: Teacher Aide/Student Aide
Effective Date: September 16, 2019
Tentative Permanent Date: September 16, 2020
Annualized Salary: ~~\$16,469.98~~ **\$16,982**
Prorated Salary: \$16,469.98

ENC. 18

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

1. Name: Andrew Brousseau
Tenure Area: Teaching Assistant
Position: Teaching Assistant
Effective Date: September 1, 2019
Tentative Tenure Date: September 1, 2023
Certification Status: Teaching Assistant Level 1
Annual Base Salary: \$20,841 (Salary may increase once contractual agreement for 2019-20 is approved)
2. Name: Kristen Mitchell
Tenure Area: School Social Worker
Position: School Social Worker
Effective Date: September 17, 2019
Tentative Tenure Date: September 17, 2023
Certification Status: Licensed Master Social Work
Annual Base Salary: \$52,086 (Salary may increase once contractual agreement for 2019-20 is approved)
Prorated Salary: \$49,481.70

(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. 19

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

1. Name: Amanda Wilson
Position: Food Service Helper
Effective Date: October 1, 2019
Tentative Permanent Date: October 1, 2020
Annualized Salary: \$15,968
Prorated Salary: \$14,603.90

ENC. 19 CONTINUED

2. Name: Angela Vanderbogart
Position: Cook Manager
Effective Date: October 1, 2019
Tentative Permanent Date: October 1, 2020
Annualized Salary: \$23,654
Prorated Salary: \$21,633.31

3. Name: Vicki-Lynn Safford
Position: Teacher Aide/Student Aide
Effective Date: September 23, 2019
Tentative Permanent Date: September 23, 2020
Annualized Salary: \$16,982
Prorated Salary: \$16,043.30

4. Name: Barbara Ero-Oneil
Position: Teacher Aide/Student Aide
Effective Date: September 26, 2019
Tentative Permanent Date: September 26, 2020
Annualized Salary: \$16,982
Prorated Salary: \$15,787.29

5. Name: Alyssa Restrepo
Position: Teacher Aide/Student Aide
Effective Date: October 7, 2019
Tentative Permanent Date: October 7, 2020
Annualized Salary: \$16,982
Prorated Salary: \$15,189.93

6. Name: Allison Neilly (*Pending Fingerprint Clearance*)
Position: Teacher Aide/Student Aide
Effective Date: October 10, 2019
Tentative Permanent Date: October 10, 2020
Annualized Salary: \$16,982
Prorated Salary: \$14,933.92

7. Name: Donald Barber, Jr.
Position: Teacher Aide/Student Aide
Effective Date: November 1, 2019
Tentative Permanent Date: November 1, 2020
Annualized Salary: \$16,982
Prorated Salary: \$13,568.53

8. Name: Marta Leavine
Position: Account Clerk/Typist
Effective Date: September 23, 2019
Tentative Permanent Date: August 19, 2020
(Moving from provisional to a probationary appointment)

ENC. 20

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

1. Donald Martell, Custodial Worker, effective October 10, 2019
2. Donna Lindsay, Teacher Aide/Student Aide, effective October 10, 2019
3. Karen Davis, Account Clerk/Typist, effective October 10, 2019
4. Jennifer Wagner, Teacher Aide/Student Aide, effective November 14, 2019
5. Tina Provost, Teacher Aide/Student Aide, effective November 14, 2019
6. Jeffrey Coon, Building Maintenance Mechanic, effective October 10, 2019, Annualized Salary of \$35,159.00 (Salary may increase once contractual agreement for 2019-20 is approved)

ENC. 21

Recommend that the Board approve the following 2019 Summer Work:

Preparation for the new school year, per diem rate of pay

Julie Holbrook, School Lunch Manager

Not-to-exceed 5 additional days

Summer Auto Body Technician, \$50.00/hour

Thomas Tedford, Auto Body Teacher

Not-to-exceed an additional 10.5 hours

ADK P-TECH Summer Teaching, per diem rate of pay

Abram Benko, P-TECH English Teacher

Not-to-exceed 7 days

Provide continued instruction for GRASP and Pre-HSE, per diem rate

Bridget Snow, Adult Literacy Teacher

Not-to-exceed 1 additional day

Work Study Student

Biandi Batu-Tiako

Not-to-exceed an additional 5 hours

ENC. 22

Recommend that the Board approve the following Additional Work for the 2019-20 School Year:

Stipend Positions, compensation per collective bargaining agreement

Toni Perez, School Social Worker

New Employee Mentor (WAF)

School Bus Driver Recertification, per diem rate of pay

Thomas Rodriguez, Environmental Conservation Teacher

Not-To-Exceed 4 hours

ENC. 23

Recommend that the Board approve the following list of Substitute and Temporary-On-Call appointments for the 2019-20 school year:

<u>Name</u>	<u>Position</u>
Katie McClatchie	Teacher Aide/Student Aide
Erin Ladeau	Custodial Worker
Brody Hooper	Teaching Assistant
Duncan Bender	Teaching Assistant
Chad Davis	Teaching Assistant
Chad Davis	Teacher
Duncan Bender	Teacher
Brody Hooper	Teacher

ENC. 24

Recommend that the Board approve the following list of Facilitators for the period of October 10, 2019 through June 30, 2019:

Facilitator, (\$30.00/hour)
Rachel Ribis

ENC. 25

Recommend that the Board approve the following Volunteer for the 2019-2020 school year:

ISC
Grant Aubin

ENC. 26

Recommend that the Board authorize the following individual to collect money at all CVES locations for the 2019-20 school year:

Instructional Services Center
Marta Leavine - Participant Fees and other ISC Services

ENC. 27

2019-2020 Reserve Plan Summary (attached for informational purposes only)



CENTRAL ADMINISTRATION
518-561-0100

District Office FAX 518-562-1471
Management Services
Business Office FAX 518-561-9382
Employee Services FAX 518-324-6612

CVES MISSION

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

2019-2020 RESERVE PLAN SUMMARY **Updated (September 25, 2019)**

Reserve funds in a BOCES are mechanisms for accumulating cash for the specific purpose of offsetting unanticipated financial impacts and certain retirement costs that could have an adverse effect on BOCES budgets and the education of our component district students. The practice of planning and systematically saving for these unplanned or larger financial occurrences is considered prudent management.

Most reserve funds are established to provide resources for an intended future use. An important concept to remember is that a reserve fund should be established with clear intent or plan in mind regarding the future purpose, use, and when appropriate, replenishment of funds from the reserve. Reserve funds should not be merely a “parking lot” for excess cash or fund balance. Local governments and school districts should balance the desirability of accumulating reserves for future needs with the obligation to make sure tax payers are not overburdened by these practices. A clear purpose or intent should exist for reserve funds that aligns with statutory authorizations.

A BOCES is limited in the types of reserves that can be maintained per General Municipal Law (GML). Each statute that authorizes a BOCES reserve fund sets forth a particular purpose for the fund. For example, provisions of the General Municipal Law (the GML) allows BOCES to establish a retirement contribution reserve for paying retirement contributions payable to NYS Employees’ Retirement System. The GML also authorizes the establishment of an employee benefit accrued liability reserve for the payment of the monetary value of accumulated, unused leave time to employees upon separation from service. Planning today and saving incrementally for expected future events can help mitigate the financial impact of major, nonrecurring or unforeseen expenditures on the annual operating budget. Establishing and funding allowable reserve funds for a clear purpose can help smooth out spokes in the annual budget.

Source: Office of the New York State Comptroller-Local Management Guide for Reserves

<http://www.osc.state.ny.us/localgov/pubs/lmgmg/reservefunds.pdf>

UNEMPLOYMENT INSURANCE RESERVE

Creation: This long-standing reserve was established prior to 1997 with a formal reserve methodology adopted through board resolution on August 26, 2009 and subsequently modified in May 2012.

Purpose: To pay the cost of reimbursement to the State Unemployment Insurance Fund for payments made to claimants where the school district uses the benefit reimbursement method. (General Municipal Law (GML), §6-m).

Funding Methodology & Levels: The reserve was funded from unexpended budget appropriations and will be maintained at an amount not to exceed \$295,000. Interest must be allocated to the reserve in accordance with GML and will be credited first to the reserve. If interest results in a balance above the maximum approved level, as approved by the Board, the interest will be used to offset current year unemployment claims. Should interest exceed the current year claims, the interest will default to increase the reserve balance and offset the next year claims prior to utilization of budget appropriations.

The maximum balance is representative of the amount paid in one year based on historical claims data during a time-period when unemployment claims exceeded budget appropriations. Future contributions to replenish the reserve will be made from current year unexpended unemployment budget appropriations. The reserve balance was established as the “safety net” for unanticipated reoccurrence of similar factors.

Use of Reserve: The reserve will only be utilized for the payment of current year unemployment claims in the event the claims exceed the current year budget appropriation for such costs.

Monitoring of the Reserve: The Assistant Superintendent for Management Services and the BOCES Treasurer will monitor this reserve.

2019-2020 Recommended Utilization/Funding: No utilization of the reserve is necessary for 2019-2020 as budget appropriations are anticipated to cover anticipated unemployment claims. No additional contributions will be made to the reserve.

Balances:

June 30, 2019 - \$295,000

Estimated balance June 30, 2020 - \$295,000

**CAREER AND TECHNICAL EDUCATION
INSTRUCTIONAL EQUIPMENT RESERVE (CTE RESERVE)**

Creation: The reserve was established through approval of the majority of component districts on April 28, 2011 and CVES Board approval on May 11, 2011.

Purpose: This reserve is only available to a BOCES for the replacement and purchase of advanced technology equipment used in instructional programs conducted by the BOCES. (Education Law, §1950(4)(ee); 8NYCRR §170.3(k)). A key component to the success of a Career and Technical Education (CTE) program is the purchase of industry standard technology and equipment for the instruction of students. As yearly budget appropriations for equipment are often affected by fluctuating enrollment, this reserve assists the CTE programs obtain more expensive equipment replacements when annual appropriations are not sufficient or the cost of such equipment would cause an extraordinary spike in budget costs.

Funding Methodology & Levels: CVES Policy #6227 was adopted on February 9, 2011 to set forth the funding methodology for this reserve. The policy limits contributions to the proceeds from the sale of surplus CTE instructional equipment. The amount of funds that can be contributed each year and maintained in the reserve is also subject to certain limitations set forth by the Commissioner of Education. (8 NYCRR § 170.3(k)(5)). Per Education Law, an amount not exceeding the greater of 20 percent of the BOCES current year career education services budget or \$500,000 may be retained in the reserve fund at the end of a school year for future expenditures, provided that the total amount retained shall not exceed \$2,000,000. Interest must be allocated to the reserve in accordance with GML.

Use of Reserve: Purchases from the reserve are subject to approval of the commissioner and will be identified annually by the Director of CTE.

Monitoring of the Reserve: The Director of CTE, Assistant Superintendent for Management Services (ASMS), and BOCES Treasurer will collaborate to monitor this reserve.

2019-2020 Recommended Utilization/Funding: No utilization of the reserve is planned for 2019-2020. Contributions will be allocated in accordance with CVES policy.

Balances:

June 30, 2019 - \$29,470.43

Estimated balance June 30, 2020 – \$35,500

Future Considerations: During the 2019-2020 school year, the ASMS will gather information on how other BOCES fund their CTE Equipment reserves. This information will be brought before the CVES Budget Committee, Chief School Officers, and CVES Board for consideration to change the allowed contribution funding methodology to allow additional means to contribute to the reserve.

RETIREMENT CONTRIBUTION RESERVE (RCR) & TRS SUB-FUND

Creation: The reserve was established by board approval on January 14, 2009. The reserve had been active since 2004 but did not have official board approval until 2009. On June 10, 2019, the board approved the establishment of the Teachers' Retirement Sub-Fund Reserve within the RCR.

Purpose: Prior to April 1, 2019, the RCR could only be used for the sole purpose of financing retirement contributions made to the NY State and Local Employees' Retirement System (ERS). Effective April 1, 2019, the Teachers Retirement System (TRS) Sub-Fund reserve was authorized by NYS under the Retirement Contribution Reserve umbrella to finance contributions payable to TRS (General Municipal Law, §6-r). Expenditures from these reserves can only be made pursuant to a board resolution and must be used to finance retirement contributions (General Municipal Law, §6-1).

Funding Methodology & Levels: The current Board approved methodology allows the RCR to pay the costs of employer contributions to ERS and TRS and shall be maintained at an amount to be determined annually by the Board. For 2018-2019, the maximum balance was approved at \$1,500,000 in total; ERS equaled \$1,302,879, or 26% of applicable salaries; TRS equaled \$197,121, or 2% of 2017-2018 salaries. Interest must be allocated to the reserve in accordance with GML and will be credited first to the reserve. If interest results in a balance above the maximum approved funding level, the interest will be used to offset current year retirement obligations.

Retirement Contribution Reserve – ERS

The amount maintained in this reserve is to be recommended and derived from current budget analyses and long-term forecasting. Currently, the level maintained in the reserve would cover an 8-9% increase across multiple years without completely draining the reserve balance and allow for a moderate increase to budgets to reach the required level. This amount represents a historical representation of past occurrences for utilization of the reserve when rates fluctuated beyond current budget appropriations for multiple consecutive years.

Retirement Contribution Reserve – TRS Sub-Fund

The moneys contributed annually and the balance maintained therein for the reserve sub-fund shall not exceed 2% in annual contributions and 10% in total, respectively, of the total compensation or salaries of all teachers (as defined in Education Law §501[4]) employed by the BOCES who are members of TRS paid during the immediately preceding fiscal year. The current reserve balance would only cover a one-time 2% unanticipated increase, however, future anticipated contributions to the new reserve will extend the beneficial impact for multiple years.

Use of Reserve: Use of the reserve for authorized purposes will be established in the annual report on reserves to the board and must be board approved.

Monitoring of the Reserve: The Assistant Superintendent for Management Services and the BOCES Treasurer will monitor this reserve.

RETIREMENT CONTRIBUTION RESERVE (RCR) & TRS SUB-FUND, CONT'D

2019-2020 Recommended Utilization/Funding: No utilization or contributions to the RCR for ERS obligations are anticipated for 2019-2020, except annual interest to be credited. For the TRS Sub-Fund, a recommendation will be brought to the board later in the fiscal year to contribute up to 2% of total teachers' compensation including interest, as defined above, based upon estimated available funds from budget appropriations.

Balances:

June 30, 2019 - \$1,302,879 (RCR-ERS), \$197,121 (RCR-TRS Sub-Fund)

Estimated balance June 30, 2020: \$1,323,779 (RCR-ERS), \$394,885 (RCR-TRS Sub-Fund)

EMPLOYEE BENEFIT ACCRUED LIABILITY RESERVE

Creation: The reserve was established by board approval June 21, 2001 for the purpose noted below. On August 26, 2009, the board terminated the reserve based on the determination the fund was overfunded and efforts were in progress to reduce the obligation for which the reserve could be utilized. Therefore, excess funds were transferred to other reserve funds by board action and no further contributions could be made to the reserve fund. On June 10, 2019, the board approved the re-activation of this reserve for purposes of allowing contributions to fund future liabilities.

Purpose: This reserve may be established and utilized for the purpose of funding the monetary value of accrued but unused sick leave, personal leave, vacation time, and any other forms of payment of accrued but unliquidated time earned by employees payable upon an employee's termination of employment, i.e. retirement. Establishing or expending the reserve does not require voter approval. (General Municipal Law, §6-p).

Funding Methodology & Levels: The reserve is currently underfunded by \$55,239 in comparison to the calculated liability as of June 30, 2019. The board will authorize annual contributions to the reserve. The balance maintained in the reserve may not exceed the estimated current liability as determined at the end of each fiscal year. Interest must be allocated to the reserve in accordance with GML and will be credited first to the reserve. If interest results in a balance above the maximum approved level or estimated EBALR liability, whichever is less, the interest will be used to offset current year payment of EBALR expenses. Should interest exceed the current year expenses, the interest will default to increase the reserve balance and offset the next year EBALR costs prior to utilization of budget appropriations.

Use of Reserve: Use of the reserve for authorized purposes is only anticipated at such time the reserve level meets the estimated liability or in such event that the actual cost exceeds current available budget revenues.

Monitoring of the Reserve: The Assistant Superintendent for Management Services and the BOCES Treasurer will monitor this reserve.

2019-2020 Recommended Utilization/Funding: Utilization from the reserve is not expected for 2019-2020. However, if a circumstance occurs that meets the criteria as an allowed "Use of the Reserve", it may be utilized to support the payment of benefits payable at retirement. For 2019-2020, a contribution not to exceed the estimated year-end liability may be recommended for Board approval later in the fiscal year, based upon estimated available funds from budget appropriations.

Balances:

June 30, 2019 - \$448,604.69 (Estimated liability \$503,844)

Estimated balance June 30, 2020: \$503,000 (Not to exceed estimated liability)

Reserve Fund Strategy

2018-2019 Reserve Fund Use Priorities

- No uses anticipated for 2019-2020.


2019-2020 Reserve Fund funding Priorities

- Career Education Instructional Equipment Reserve – Policy Revision & Funding
- Employee Benefit Accrued Liability Reserve – Continue to fund annually to match current liability. Currently underfunded.
- Contribute annual maximum to the Retirement Contribution Reserve – TRS Sub-Fund for future stability.

CVES MISSION

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

MEMORANDUM

TO: Mark Davey
FR: Teri Calabrese-Gray 
DA: September 29, 2019
RE: **October 2019 Board Report**

Blue Ribbon Panel to Recommend New Graduation Requirements by Fall 2021

The NYS Board of Regents released a two-year timeline at their September meeting to consider recommendations on what should change when it comes to diploma requirements and how to measure students' readiness for life after graduation. This timeline is less aggressive than the original one-year timeline proposed at their July meeting. Many states across the nation have ended the use of high school exit exams. Currently in NYS, students must pass five Regents exams to earn a diploma, although NYS has expanded the ways students can fulfill this requirement over the past five years. New York is only one of 11 states where exit exams still exist, despite research that shows high school exit exams don't better prepare students for college or the world of work.

This fall, regional workgroups will be created across the state and those workgroups will travel across the state to collect feedback from students, families, advocacy groups, and researchers. Their feedback will be shared with a blue ribbon commission, which will then work to refine recommendations over the next year to provide final recommendations to the Board of Regents in the fall of 2021.

Resources for Parents: Video Series on Strengthening the Connection Between Home and School

Public television station WNET (<https://www.wnet.org/education/>) has produced a series of videos to help strengthen the connection between home and school. The videos, available in English and Spanish, provide strategies to help families set their children up for success in and out of the classroom.

For example, *routines* (<https://www.wnet.org/education/video/routines/>) can reduce stress around transitions from one activity to the next. Following a routine at home is great practice for following a routine at school. Regular family routines also help ensure that children will arrive at school on time, well-rested, and ready to learn. *Readiness Check* (<https://www.wnet.org/education/video/readiness-check/>) is a free interactive tool to help parents understand their children's strengths and to identify what support they may need with grade-level skills. Watch the *Readiness Check* video, then visit *Become a Learning Hero* (<https://bealearninghero.org/readiness-check/>) for the *Readiness Check* in both English and Spanish.

Professional Learning Opportunities from the Office of Early Learning

The NYSED Office of Early Learning (www.p12.nysed.gov/earlylearning/) announced upcoming professional learning opportunities being offered this fall. These opportunities include learning all about the Early Childhood Environmental Rating Scales, a Train the Trainer for the Preschool Pyramid Model, a Webinar Series with Kristi Mraz and Professional Learning Seminars for Kindergarten and First Grade teachers, and administration. The following programs will be available:

- Train the Trainer: Preschool Pyramid Model for District Administrators
October 22-24, Albany, NY
- Early Childhood Environmental Rating Scale (ECERS) Professional Learning Opportunity
October 2 in Buffalo, NY
October 8 in Plattsburgh, NY
- Webinar Series with Kristie Mraz
October 29 and December 9 online
- Professional Learning Seminar for Kindergarten and First Grade Teachers and Administrators
November 5 and December 5, both in Albany, NY

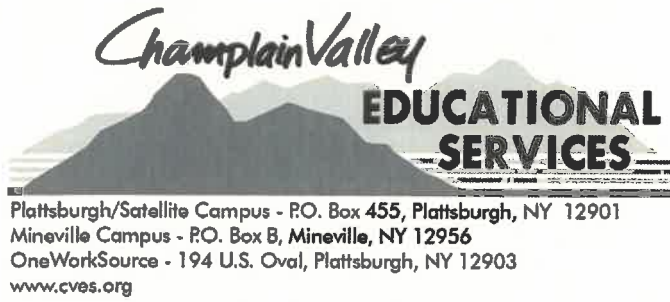
For more information and to register for any of the above training sessions, email OEL@nysed.gov or call (518) 474-5807.

Guidance to Support Safety and Equal Access to New York Schools

NYSED and Attorney General Letitia James recently issued two guidance letters (<http://www.nysed.gov/news/2019/education-commissioner-elia-and-attorney-general-james-issue-guidance-support-safety-and>) to school officials outlining the state's priority of providing safe, fair, and supportive learning environments for all students throughout the state.

The first letter clarifies the role of School Resource Officers (SROs) (<http://www.p12.nysed.gov/sss/documents/oag-sed-joint-guidance-ice-sros-in-schools.pdf>) in safeguarding the rights of all students, including undocumented students, to receive a public education without fear of intervention by Immigration and Customs Enforcement (ICE) agents.

The second letter clarifies the obligation of all school district to administer their student discipline policies and practices (<http://www.p12.nysed.gov/sss/documents/oag-sed-joint-guidance-school-discipline.pdf>) in a way that ensures every student has access to a safe and supportive learning environment, free from harassment, bias, and discrimination.




Plattsburgh/Satellite Campus - P.O. Box 455, Plattsburgh, NY 12901
Mineville Campus - P.O. Box B, Mineville, NY 12956
OneWorkSource - 194 U.S. Oval, Plattsburgh, NY 12903
www.cves.org

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: September 30, 2019
RE: October 2019 Board Report

CV-TEC Proudly Welcomes New Team Members

The CV-TEC Division is pleased to welcome two new Team CV-TEC Member: Ms. Emily LeFevre and Mr. Greg Cassavaugh! Ms. LeFevre will be based at our Plattsburgh Main Campus as our new Licensed Practical Nursing (LPN) Teacher. Mr. Cassavaugh will be based at our Satellite Campuses as our new Heavy Equipment/Diesel Mechanics Teacher. Welcome to Team CV-TEC!



CV-TEC Opening Days

CV-TEC Divisional Team Members participated in Opening Day Professional Development Activities during the afternoon of Tuesday, September 3 and for the full day on Wednesday, September 4, 2019. Team CV-TEC discussed the Divisional Goals and Priority Areas of Focus, Social Emotional Learning Strategies & Concepts, CVES Mission, Vision & Core Beliefs, Divisional Continuity, Procedures, Protocols & Expectations, Instructional Strategies & Best Practices. The team presented activities centered on Brene Brown's latest book, "Dare to Lead" and Tech Centers That Work (TCTW) research. CV-TEC Students were welcomed on all CV-TEC Campuses beginning on Thursday, September 5th. All students and staff on all campuses participated in Welcome Assemblies designed to outline student expectations and opportunities while attending CV-TEC.



We are off to an amazing start!

Fall Family Nights For Parents of Current Students Scheduled for October 16th and October 24th for Mineville and Plattsburgh Campuses

We are expecting current students' parents and their families to visit our three campuses for the scheduled "Family Nights" for the CV-TEC Division. This is an opportunity for the families of current students to visit with our instructors during the scheduled evening hours. October 16th is scheduled for our Mineville Campus and October 24th for our Plattsburgh Main and Plattsburgh Satellite Campuses.

Online High School Available To Component Schools for 2019-2020 School Year

Our component districts once again will have the opportunity to utilize and access Online High School courses. **Advanced Academics, Western Suffolk BOCES, Connexus and Gradpoint** have been contracted to implement Online High School for our districts.

CV-TEC Enrollment for the 2019-2020 School Year

We have been receiving enrollment confirmations from all of our districts to verify enrollments on our three campuses for both the CV-TEC CTE and Pre-CTE Programs. Enrollment numbers from all component districts are within range of our projections for this school year. Post-secondary enrollment is still under review; however, we expect the enrollment numbers to remain steady. Reconciliation of our projected budgets will begin once we receive final confirmation of the high school and adult enrollment figures for the 2019-2020 school year.





Learning that works for America

CTE[®]

What is CTE

Career Technical Education (CTE) provides learners with the knowledge and skills they need to be prepared for college and careers. CTE gives purpose to learning by emphasizing real-world skills and practical knowledge within a selected career focus.

Students in CTE programs take specialized courses, in addition to required courses, and often have the opportunity to participate in internships, engage with mentors and practice what they are learning through hands-on projects. Students can participate in CTE at the middle or high school level and at postsecondary institutions in all communities, in all states, across the U.S.

CTE is Learning that Works for Students

CTE works for students by delivering real options for college and rewarding careers.

- **CTE fills a critical gap for high school students** – Students in CTE programs and their parents are *three times as likely* to report they are “very satisfied” with their and their children’s ability to learn real-world skills as part of their education compared to parents and students not involved in CTE.⁵
- **CTE creates pathways to college and career success** – Over 75 percent of students taking a concentration of CTE course enroll in postsecondary education after graduating high school.⁶
- **CTE leads to fewer dropouts** – Students involved in CTE are far less likely to drop out of high school than other students, a difference estimated to save the economy \$168 billion each year.⁷
- **CTE provides pathways to advancement** – In the 2016-17 program year, 86 percent of adult learners concentrating in CTE either continued their education or were employed within six months of completing their program.⁸
- **CTE delivers marketable degrees** – Associate degree holders earn a median annual income of \$47,000, but, depending on the field of study, can earn far more than even bachelor’s degree holders.⁹

Fast Facts

- **81%:** High school graduates earning at least one CTE credit.¹
- **20%:** High school students taking a concentration of CTE courses.²
- **94%:** High school graduation rate for CTE concentrators.³
- **69%:** Postsecondary students seeking a credential or degree in a career area.⁴
- **16:** Career Clusters, the way in which CTE programs are organized, each representing a different sector – from Information Technology and Health Sciences to Education & Training and Marketing.

High Demand for CTE

94%

of parents strongly (60%) or somewhat approve (34%) of expanding access to career and vocational programs.¹¹

86%

of parents and students say they wish they could get more real world knowledge and skills during high school.¹²

54%

of business leaders do not think the education system is teaching the skills needed for the workforce.¹³



CTE is Learning that Works for Industry

CTE works for industry and employers by strengthening their ability to recruit and hire skilled talent.

- **CTE helps fill the skills gap** – Nearly 60 percent of companies report having difficulty filling job openings because of a lack of qualified applicants, which can cost a company upwards of \$800,000 each year in lost productivity and recruitment.¹³ Thirty-nine percent of employers say lack of experience or hard skills are top drivers of the talent shortages.¹⁴
- **CTE prepares students for leading industries** – About one third of CTE learners are enrolled in programs in leading fields such as health care, information technology and STEM.¹⁵
- **CTE programs directly connect learners in high school and postsecondary with employers** - CTE programs provide a clear pipeline of talent and unique opportunities for students to engage in internships, apprenticeships and other meaningful on-the-job experiences.¹⁶ In fact, employer participation is a requirement of funding for CTE programs in the majority of states.¹⁷
- **CTE gets a lot of bang for its buck** – *Washington* has found a return of \$26 in lifetime earnings and employee benefits for every dollar invested in CTE at the high school level,¹⁸ while *Wisconsin* averages a taxpayer benefit of \$12.20 for every dollar invested in its technical college system.¹⁹

2017

Excellence in Action Award

The Academy of Engineering at Harmony Magnet engages its students in rigorous career-focused coursework, paired with a college-prep curriculum. Students are able to earn college credit while in high school in a number of ways, including through a capstone course that requires students to recognize a problem, research potential solutions, develop a plan to address the problem using the engineering design process, and build a product to solve the problem. All students participate in internships and 95% enrolled in college upon graduation.

¹ <https://nces.ed.gov/surveys/ctes/tables/h176.asp>

² Based on Advance CTE's analysis of CTE concentrator data at <https://perkins.ed.gov/pims/DataExplorer/CTEConcentrator> and public high school enrollment data at <https://www.census.gov/data/tables/2016/demo/school-enrollment/2016-cps.html>

³ <https://perkins.ed.gov/pims/DataExplorer/Performance>

⁴ <https://nces.ed.gov/surveys/ctes/tables/p127.asp>

⁵ <https://careertech.org/resource/value-and-promise-of-cte-results-from-a-national-survey>

⁶ <http://www2.ed.gov/rschstat/eval/sectech/nacte/career-technical-education/interim-report.pdf>

⁷ Kotamraju, Pradeep. 2011. "Measuring the Return on Investment for CTE." *Techniques*: 28-31. Retrieved from <https://files.eric.ed.gov/fulltext/EJ943149.pdf>

⁸ Only includes states that report data on adult CTE learners to the U.S. Department of Education. Retrieved from <https://perkins.ed.gov/pims/DataExplorer/Performance>

⁹ <https://1gyhoq479ufd3yna29x7ubjn-wpengine.netdna-ssl.com/wp-content/uploads/Fiverules.pdf>

¹⁰ https://www.aft.org/sites/default/files/parentpol2017_memo.pdf

¹¹ <https://careertech.org/resource/value-and-promise-of-cte-results-from-a-national-survey>

¹² <https://www.adecousa.com/employers/resources/skills-gap-in-the-american-workforce/>

¹³ <http://press.careerbuilder.com/2017-04-13-The-Skills-Gap-is-Costing-Companies-Nearly-1-Million-Annually-According-to-New-CareerBuilder-Survey>

¹⁴ [https://go.manpowergroup.com/hubfs/TalentShortage%202018%20\(Global\)%20Assets/PDFs/MG_TalentShortage2018_lo%206_25_18_FINAL.pdf?rt=1537902614152](https://go.manpowergroup.com/hubfs/TalentShortage%202018%20(Global)%20Assets/PDFs/MG_TalentShortage2018_lo%206_25_18_FINAL.pdf?rt=1537902614152)

¹⁵ Analysis of data <https://perkins.ed.gov/pims/DataExplorer/>

¹⁶ For examples of high-quality CTE programs, see www.careertech.org/excellence-in-action

¹⁷ https://cte.careertech.org/sites/default/files/State-of-CTE_Employer-Engagement_FINAL.pdf

¹⁸ <http://www.wtb.wa.gov/CTE2018Dashboard.asp>

¹⁹ <http://districtboards.org/documents/Quarterly%20Meeting/115/TechColEffectGraphicBrochure.pdf>

BROUGHT TO YOU BY:

ADVANCE CTE
State Leaders Connecting Learning to Work

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: October 2019
Re: Board of Cooperative Educational Services Report



Special Education News Updates

You are invited to our Community Resource Fair and Open House prior to the Board Meeting on October 9th from 4 pm to 5:30 pm. We have many community agencies attending and will serve a light meal at 4:30 pm to 5:15 pm.

Mineville Work Experience



Students Working Independently at Essex Industries

Students are showing off their new work shirts that Mrs. Gough purchased for them. Now they feel like they are a part of the Essex Industries Team. Anja is working for Essex Industries. She is sanding and preparing the straight canoe seats for them to be sealed. These seats are sold all over the world. Dakotah is working for Schluter Systems packaging their assembly packets for installing showers.

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Mineville Fall Outing



The Mineville High School Students spent a fall day climbing Cheney Mountain, ending the day with a circle up!



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PBIS WAF

The PBIS Character trait for September was Teamwork/School Community. The students listened to and reviewed the school matrix, the 3 B's (Be Responsible, Be Respectful, Be Safe) and also reviewed what PBIS is and does, and why we should be invested as a school community. Students were then chosen to participate in a minute to win it puzzle challenge using the school matrix. Students cheered and supported each other through the challenge. We also did a differentiated Autism presentation that focused on movement and the basics of PBIS, as well as cheering as a team. In conclusion to the presentation, each student received a water bottle and a note to encourage them to keep hydrated as we work together as a school team to build a strong community.





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

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Our New Salad Bar



Thank you to Julie Holbrook for receiving a grant for us to get a new salad bar. Students and staff are enjoying the fresh vegetables, fruit and cottage cheese. We appreciate the time and the work the cafeteria staff puts in to offer the fresh produce. Work Experience High School students and CV-TEC Pre CTE students assist with some of the prep.

Pledge Time

Every morning at WAF the Pledge of Allegiance is led by a group of our students. This is Mrs. Adams class. They end with be safe, be responsible, be respectful and have a nice day.



CEWW BOCES
SPECIAL AID FUND PROGRAMS REVIEW
STATUS EVALUATION
2019/2020

Cosier	921-2020	927-2019	944-2019	947-2020	949-2020	950-2020	951-2019
Program Description	NSLP Equipment Assistance (WAF)	Core Rehabilitation Services	Early College High School Program and Pathways	SLS Operating Aid	SLS Categorical Aid for Automation	EPE	HSE Test Administration
Approved Budget	\$ 5 168	\$ 412 600	\$ 150 000	\$ 97 040	\$ 9 704	\$ 409 041	\$ 7 397
Revenue Available/Earned	\$ 5 168	\$ 194 555	\$ 150 000	\$ 97 040	\$ 9 704	\$ 77 799	\$ 7 397
Prior Year Rollover	-	191 714	-	-	-	-	2 978
Expenditures to-date	-	(278 165)	-	(16 698)	(923)	(77 591)	(1 066)
Est.Encumbrances to-date (including indirect cost)*	(5 117)	(119 445)	-	(77 979)	(7 466)	(275 020)	(1 567)
Unexpended Balance	\$ 51	\$ (11 341)	\$ 150 000	\$ 2 363	\$ 1 315	\$ (274 812)	\$ 7 742
Percentage Utilized	99%	96%	0%	98%	86%	86%	96%
Grant Program Ending:	7/31/2020	12/31/2019	6/30/2021	6/30/2020	6/30/2020	6/30/2020	12/31/2019
Finance Approval Obtained:	8/28/2019	2/7/2019	2/22/2019	6/26/2019	6/29/2019	8/30/2019	6/4/2019
Director:	Bell	Berry	Gray	Gray	Gray	Friedman	Friedman

Cosier	952-2020	956-2020	959-2019	963-2020	995-2020	996-2020	997-2020
Program Description	WIOA, Title II, Adult Basic Ed	SLS Supplemental Operating Aid	SNAP Employment & Training Venture IV	North Country Region Career Pathways III	WIOA, Title II, Incarcerated	NYS Basic Literacy- JCEO	NYS Basic Literacy- One Work Source
Approved Budget	\$ 60 182	\$ 47 385	\$ 300 000	\$ 100 000	\$ 109 971	\$ 125 000	\$ 125 000
Revenue Available/Earned	\$ 60 123	\$ 47 385	\$ 108 000	\$ 59 500	\$ 109 863	\$ 124 877	\$ 124 877
Prior Year Rollover	-	-	76 257	14 997	-	-	-
Expenditures to-date	(10 211)	(10 933)	(90 111)	(12 438)	(17 811)	(20 766)	(19 681)
Est.Encumbrances to-date (including indirect cost)*	(46 065)	(22 220)	(65 811)	(35 007)	(67 015)	(92 309)	(92 309)
Unexpended Balance	\$ 3 827	\$ 14 232	\$ 28 335	\$ 27 052	\$ 25 037	\$ 11 802	\$ 12 887
Percentage Utilized	94%	70%	52%	47%	77%	90%	90%
Grant Program Ending:	6/30/2020	6/30/2020	9/30/2019	3/31/2020	6/30/2020	6/30/2020	6/30/2020
Finance Approval Obtained:	8/12/2019	6/27/2019	11/30/2018	6/12/2019	8/14/2019	9/13/2019	9/13/2019
Director:	Friedman	Gray	Friedman	Friedman	Friedman	Friedman	Friedman

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

**Project Finance Approval Pending with Agency.

CEMW BOCES
SPECIAL AID FUND PROGRAMS REVIEW
FINAL STATUS EVALUATION
2018/2019

Cosser	927-2018	947-2019	949-2019	950-2019	952-2019
	Core Rehabilitation Services	SLS Operating Aid	SLS Categorical Aid for Automation	EPE	WIOA, Title II, Adult Basic Education
Approved Budget	\$ 322 290	\$ 102 694	\$ 10 419	\$ 382 250	\$ 60 182
Revenue Available/Earned	\$ 377 143	\$ 96 991	\$ 9 699	\$ 382 250	\$ 60 182
Prior Year Rollover	81 039	5 703	720		
Expenditures to-date	(266 468)	(100 959)	(8 741)	(382 250)	(60 182)
Est. Encumbrances to-date (including indirect cost)	-	-	-	-	-
Unexpended Balance	\$ 191 714	\$ 1 735	\$ 1 678	\$ -	\$ -
Rollover	\$ 191 714	\$ 1 735	\$ 1 678	\$ -	\$ -
Unused Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Percentage Utilized	100%	100%	100%	100%	100%
Grant Program Ending:	12/31/2018	6/30/2019	6/30/2019	6/30/2019	6/30/2019
Finance Approval Obtained:	12/17/2014	6/8/2018	7/2/2018	9/13/2018	10/22/2018
Director:	Berry	Gray	Gray	Friedman	Friedman

CEMW BOCES
SPECIAL AID FUND PROGRAMS REVIEW
FINAL STATUS EVALUATION
2018/2019

Coser	954-2019	956-2019	963-2019	995-2019	996-2019	997-2019
Program Description	Perkins IV Basic	SLS Supplemental Operating Aid	North Country Region Career Pathways II	WIOA, Title II, Corrections	NYS Basic Literacy- JCEO	NYS Basic Literacy- One Work Source
Approved Budget	\$ 111 473	\$ 51 378	\$ 140 000	\$ 109 971	\$ 125 000	\$ 125 000
Revenue Available/Earned	\$ 111 473	\$ 47 366	\$ 63 500	\$ 109 971	\$ 125 000	\$ 125 000
Prior Year Rollover	-	4 012	12 955	-	-	-
Expenditures to-date	(111 473)	(48 040)	(61 458)	(109 971)	(124 999)	(124 999)
Est.Encumbrances to-date (including indirect cost)	-	-	-	-	-	-
Unexpended Balance	\$ -	\$ 3 338	\$ 14 997	\$ -	\$ 1	\$ 1
Rollover	\$ -	\$ 3 338	\$ 14 997	\$ -	\$ -	\$ -
Unused Balance	\$ -	\$ -	\$ -	\$ -	\$ 1	\$ 1
Percentage Utilized	100%	100%	100%	100%	99.999%	99.999%
Grant Program Ending:	6/30/2019	6/30/2019	3/31/2019	6/30/2019	6/30/2019	6/30/2019
Finance Approval Obtained:	8/8/2018	6/8/2018	6/13/2018	11/2/2018	11/9/2018	11/5/2018
Director:	Friedman	Gray	Friedman	Friedman	Friedman	Friedman