

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 YANDON-DILLON CENTER IN MINEVILLE ON
NOVEMBER 13, 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. EXECUTIVE SESSION
- No Action 3. INTRODUCTION OF ALL PRESENT
- No Action 4. OPINIONS AND CONCERNS FROM THE AUDIENCE
- No Action 5. BUDGET COMMITTEE UPDATE -- Dr. Mark Davey & Mr. Eric Bell
- No Action 6. CAPITAL PROJECT UPDATE -- Dr. Mark Davey & Mr. Eric Bell
- Action 7. MINUTES OF PREVIOUS MEETING
- a. October 9, 2019 (Enc. 1)
8. CONSENT AGENDA FINANCIAL
- Action a. Certification of Warrant (Enc. 2)
 - Action b. Treasurer's Report (Enc. 3)
 - Action c. Donations (Enc. 4)
 - Action d. Budget Increases (Enc. 5)
 - Action e. Snow Removal Services Bid Award (Enc. 6)
 - Action f. Contractor/Consultant Agreements (Enc. 7)
 - Action g. Proposal (Enc. 8)
 - Action h. Standardization Resolution (Enc. 9)
 - Action i. Establish Scholarship Fund (Enc. 10)
9. OLD BUSINESS
- No Action a. None this month
10. CONSENT AGENDA PERSONNEL
- Action a. Resignations (Enc. 11)
 - Action b. Leave of Absence (Enc. 12)
 - Action c. Rescind (Enc. 13)
 - Action d. Amendments (Enc. 14)
 - Action e. Four-Year Probationary Appointments (Enc. 15)
 - Action f. Civil Service Probationary Appointments (Enc. 16)
 - Action g. Temporary Appointments (Enc. 17)
 - Action h. Temporary Grant Appointments (Enc. 18)
 - Action i. Additional Work (Enc. 19)

- Action j. Substitutes (Enc. 20)
- Action k. Facilitators (Enc. 21)
- Action l. Re-certification of Lead Evaluators (Enc. 22)

11. BOARD OF COOPERATIVE EDUCATIONAL SERVICES

- Action a. SEQRA Resolutions (Enc. 23)
- Action b. 2019-2020 Infrastructure Improvement Project Resolution (Enc. 24)
- Action c. Resolution (Enc. 25)
- No Action d. Retiree Healthcare Waiver Form (Enc. 26)

12. NEW BUSINESS

- No Action a. None this month

No Action 13. STRATEGIC PLAN UPDATE

No Action 14. DISTRICT SUPERINTENDENT'S UPDATE

No Action 15. OTHER

No Action 16. NEXT BOARD MEETING

Wednesday, December 11, 2019, in the WAF Special Education Gym at the Plattsburgh Main Campus – Proposed Executive Session at 7:30 p.m. – Meeting to follow.

No Action 17. REPORTS FROM DIRECTORS (Enc. 27)

Action 18. ADJOURNMENT

CHAMPLAIN VALLEY EDUCATIONAL SERVICES

VISION

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

MISSION

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

IMPORTANT DATES

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 Harrold 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 October 9, 2019 Regular Board meeting. (attached)

ENC. 2

Recommend that the Board approve the Certification of Warrant for September 30, 2019 to October 31, 2019. (attached)

ENC. 3

Recommend that the Board approve the Treasurer's Report from September 30, 2019. (attached)

ENC. 4

Recommend that the Board approve the following Donations:

1. For Our Student Stipend Fund:

United Way (October 2019)	41.17
Pepsi (October 2019)	<u>86.11</u>
TOTAL - \$	127.28

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

3. Donation of two end tables and one lamp, from Paula Cormier, with an estimated value of \$35.00. This donation will benefit the faculty room.

ENC. 5

Recommend that the Board approve the following Budget Increases:

1. Increase the William A. Fritz Summer School Lunch Budget from \$16,642 to \$20,215 for final costs for the 2019-2020 school year. (Co-Ser 791; Special Education)

2. Increase the Career and Technical Education – Job Target/Pre-CTE Program budget from \$406,770 to \$581,828 due to increased participation in Job Target/Pre-CTE classes for the 2019-2020 school year. (Chazy, Northeastern Clinton, Plattsburgh, other BOCES). (CV-TEC)

ENC. 6

Recommend that the Board award the bid for Snow Removal Services for the Mineville Campus to Scalzo Construction of Moriah, NY in the following amounts: \$290 per occurrence when accumulation is less than 4"; \$430 per occurrence when accumulation is greater than 4"; \$200 per trip for full lot sanding services; \$100 per trip for spot sanding services.

Note: 0 additional vendors submitted bids for the Mineville Campus.

ENC. 1

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

DATE: October 9, 2019

KIND OF MEETING: Regular Board Meeting

PLACE: Instructional Services Center, Plattsburgh, NY

Board Members Present:
Larry Barcomb
Leisa Boise
Linda Gonyo-Horne
Richard Harriman, Sr.
Donna LaRocque –
(Left at 8:56p.m.)
Richard Malaney
Ed Marin –
(arrived at 6:53 p.m.)
Bruce Murdock
Michael St. Pierre

Board Members Absent:
Patricia Gero
Evan Glading
Thomas McCabe
Lori Saunders
Doug Spilling
Scott Thurber

District Superintendent:
Dr. Mark C. Davey

Board Clerk:
Meaghan Rabideau

DRAFT

Whisper
Eric
Terese-Gray
James McCartney, III
Michele Friedman
Garrett Hamlin
James Bouffard
Amy Pedrick
Michael Rossi
Meghan Zedick
Bonnie Berry
Christine Myers
Alex St. Pierre

Kim Mayer
Tonya Robinson
Paul Lemoy
Michael Horne
Bevon Gertsch-Cochran
Kaden LaDuke
Tanner Senecal

MEETING TO ORDER The Board President called the meeting to order at 6:43 p.m.

BOARD MEMBER APPRECIATION MONTH Dr. Davey thanked all of the Board Members on behalf of CVES' entire organization for their important role in supporting our BOCES, our programs and services, our students, staff and our component school districts. Dr. Davey emphasized that their willingness to volunteer their time, their continued dedication and hard work as a Board member throughout the year is truly appreciated. CVES' Special Education students, with the assistance of Art Teacher Roxana Palmer, made magnets for each Board member. The CV-TEC Culinary Arts students, Chef Bevon Gertch-Cochran and Chef Tanner Senecal provided delicious desserts for the Board as part of the recognition celebration. Dr. Davey also presented each Board Member with a New York State Proclamation in honor of School Board Recognition Week from Governor Andrew Cuomo.

Board member Ed Marin joined the meeting at 6:53 p.m.

AUDIT PRESENTATION CVES' External Auditors, Michael Rossi, CPA, and Amy Pedrick, CPA, from West & Company were present to share an overview of the recently completed independent audit for year-end June 30, 2019. Mr. Rossi shared the Independent Auditor's Report and provided a brief analysis as well as highlighted the ratings of each area audited. Mr. Rossi and Ms. Pedrick were thanked by the Board's Audit Committee members for their work and thoroughness in the completed audit. The Audit Committee recommended the full Board approve CVES' 2018-19 Annual Independent Audit.

ELECTRONIC Dr. Davey introduced Alex St. Pierre, CVES' Network & Systems Coordinator, and

BOARD PACKET
OVERVIEW

Meaghan Rabideau, CVES' Board Clerk who both helped develop a draft electronic board packet model. Mr. St. Pierre provided a brief overview to the Board about the process and steps to access the electronic packet files. The Board was provided an opportunity to ask questions and Mrs. Rabideau and Mr. St. Pierre will be available to help with navigating the electronic packet/documents. The Board can now view these at home and during the meeting on their CVES issued laptops.

EXECUTIVE
SESSION

Mr. Murdock moved, seconded by Mr. Marin, that the Board go into Executive Session at 7:26 p.m., for the following reasons: #4 - A matter of discussion regarding proposed, pending or current litigation; #5 - A matter of collective negotiations pursuant to article 14 of Civil Service Law (the Taylor Law); #6 - A matter of the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation; #9 - A matter related to a specific student of the district. All Board Members present voted yes—motion carried.

In Executive Session, the Board and Dr. Davey reviewed several confidential items related to the CVES Capital Project including recommendations regarding the appointment of a new Construction Manager following two rounds of interviews. Meghan Zedick, Esq. CVES' legal Counsel from Stafford, Owens, Piller, Murnane, Kelleher & Trombley, PLLC was present and provided guidance on several matters related to the Capital Project. Second, an update was provided for labor relations on negotiations with CVES' 12-Month Support staff and CVES' United Professionals including a review of recent proposals discussed. Additionally, an employment agreement with a specific employee was reviewed with a recommendation provided for the Board's action during the meeting. Next, Dr. Davey provided an update on the Director of Special Education search including planned next steps in the process and recent conversations held with potential candidates. Lastly, several confidential employee updates were reviewed with the Board.

Mrs. LaRocque moved, seconded by Mr. Murdock, that the Board come out of Executive Session at 8:16 p.m. All Board Members present voted yes—motion carried.

TRANSITION
PROGRAM &
GRANT UPDATE

Ms. Tonya Robinson, Coordinator of Transition Programs, presented to the CVES Board the *Partners In Transition Program* which is an employment training program for individuals with barriers to employment. The community pre-vocational services classroom is now housed on the SUNY Plattsburgh campus in Sibley Hall. This adult special education program focuses on the development of skills, including job readiness training, recreational activities, social skills training, volunteering, community exposure and goal setting/career planning. Ms. Robinson further discussed that there are other Sibley opportunities for the students including Autism social skills classes for young adults ages 18-26, social opportunities for young adults with peer mentors from the college and self-advocacy and work readiness classes. Ms. Robinson reviewed the Adult Career & Continuing Ed Services (ACCESS –VR) grant for pre-employment transition services for students with disabilities that will begin in January 2020 and will last for

five years. The grant provides an opportunity to work with students towards employment, independence and college readiness. Board member Mr. Ed Marin commented that this is very rewarding program and thanked Ms. Robinson for her presentation and all of her dedicated work. Dr. Davey then echoed CVES' appreciation for the presentation update and support of the Special Education program.

STRATEGIC PLAN
UPDATE

Dr. Davey introduced CVES' 2019-2022 Strategic Plan for Continuous Improvement Update PowerPoint Presentation. He thanked the Board for their continued support in our Strategic Plan initiative and for attending their recent Board retreat facilitated by Sean Brady, CVES' Strategic Planning Consultant. Dr. Davey also thanked and acknowledged the District Planning Team (DPT), CVES Divisional Teams and CVES' administrators for their continued hard work and dedicated effort in updating our Strategic Plan for the 2019-20 school year. He noted that this year's efforts, BOCES-wide and division-wide, were the most enthusiastic. Next, Each division then shared an overview of their identified priorities The 2019-22 District Strategic Plan was recommended to the Board for re-adoption for the 2019-20 school year.

Board member Donna LaRocque left the meeting at 8:56 p.m.

CAPITAL PROJECT
UPDATE

Mr. Eric Bell and James Bouffard of Tetra Tech Architects & Engineers presented to the Board an updated scope of work with renderings of the project design. They focused on the four cornerstone factors of the Capital Project including safety & security, educational enhancements, crucial infrastructure and recurring cost savings. The presentation provided a comprehensive glance at the graphical scope of work, project budget, bid alternates and review of the project timeline. Mr. Bell then shared that interviews were recently held and a recommendation will be made this evening to appoint SchoolHouse Construction as Construction Manager of the capital project. Board member Linda Gonyo-Horne stressed the importance of wide access entrances and restrooms for handicap accessibility. The Board was then provided an opportunity for questions and discussion ensued.

PREVIOUS
MINUTES

Mrs. Gonyo-Horne moved, seconded by Mr. Murdock, that the Board approve the minutes of the September 11, 2019 Board meeting as presented. All Board Members present voted yes—motion carried.

ANNUAL
INDEPENDENT
AUDIT

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board approve the Annual Independent Audit, performed by West & Company, CPA, PC for the 2018-19 school year. All Board Members present voted yes—motion carried.

ADOPTION OF
STRATEGIC PLAN

Mr. Marin moved, seconded by Mrs. Gonyo-Horne that the Board adopt the CVES 2019-2022 District Strategic Plan for Continuous Improvement. All Board Members present voted yes—motion carried.

CONSENT
AGENDA

Mr. Murdock moved, seconded by Mr. Harriman, Sr., to approve the following Consent Agenda Financial items 13a-13i as presented. All Board Members present voted yes—

FINANCIAL

motion carried.

CERTIFICATION
OF WARRANT

(13a) Approve the Certification of Warrant for September 3, 2019 to September 27, 2019 as presented.

TREASURER'S
REPORT

(13b) Approve the Treasurer's Report from August 31, 2019 as presented.

DONATIONS

(13c) 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.

SPECIAL AID
FUND PROJECT

(13d) 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)

BUDGET
INCREASE

(13e) 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)

CROSS
CONTRACT

(13f) 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).

CONTRACT

(13g) 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)

RENTAL LEASE
AGREEMENT

(13h) 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)

AGREEMENT

(13i) 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)

OLD BUSINESS

Audit Committee Meeting minutes from the May 8, 2019 meeting were shared with the Board.

CONSENT
AGENDA
PERSONNEL

Mrs. Gonyo-Horne moved, seconded by Mr. Harriman Sr., to approve the following Consent Agenda Personnel items 15a–15m as presented. All Board Members present voted yes—motion carried.

RESIGNATIONS
FOR THE PURPOSE
OF RETIREMENT
CARLSSON

(15a) Approve the following letters of resignations for the purpose of retirement:

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

RESIGNATIONS
SMALLS,
GERMAN,
MARBUT, WOOD,
DUCHARME,
MCCLATCHIE,
DROGOWSKA-
PLAZA, COON,
WILSON,

(15b) 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

VANDERBOGART

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

LEAVE OF
ABSENCE
BRINTON

(15c) Accept the following Leave of Absence:

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

AMENDMENT

(15d) Amend the following permanent civil service appointment approved at the September 11, 2019 Board meeting:

1. Emily Tolosky, Teacher Aide/Student Aide, Effective September 16, 2019, Annualized Salary of ~~\$16,469.98~~ **\$16,982, Prorated Salary of \$16,469.98.**

FOUR-YEAR
PROBATIONARY
APPOINTMENTS
BROUSSEAU,
MITCHELL

(15e) Appoint the following person(s) to a Four-Year Probationary Appointment as follows:

1. Andrew Brousseau, Teaching Assistant, Effective September 1, 2019, Annual Base Salary of \$20,841 (Salary may increase once contractual agreement for 2019-20 is approved).
2. Kristen Mitchell, School Social Worker, Effective September 17, 2019, Annual Base Salary of \$52,086 (Salary may increase once contractual agreement for 2019-20 is approved), Prorated Salary of \$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).

CIVIL SERVICE
PROBATIONARY
APPOINTMENTS
WILSON,
VANDERBOGART,
SAFFORD, ERO-
ONEIL, RESTREPO,

(15f) Appoint the following person(s) to a 52-week Civil Service Probationary appointment as follows:

1. Amanda Wilson, Food Service Helper, Effective October 1, 2019, Annualized Salary of \$15,968, Prorated Salary of \$14,603.90.
2. Angela Vanderbogart, Cook Manager, Effective October 1, 2019, Annualized Salary

NEILLY, BARBER, LEAVINE of \$23,654, Prorated Salary of \$21,633.31.

3. Vicki-Lynn Safford, Teacher Aide/Student Aide, Effective September 23, 2019, Annualized Salary of \$16,982, Prorated Salary of \$16,043.30.

4. Barbara Ero-Oneil, Teacher Aide/Student Aide, Effective September 26, 2019, Annualized Salary of \$16,982, Prorated Salary of \$15,787.29.

CIVIL SERVICE
PROBATIONARY
APPOINTMENTS

5. Alyssa Restrepo, Teacher Aide/Student Aide, Effective October 7, 2019, Annualized Salary of \$16,982, Prorated Salary of \$15,189.93.

WILSON,
VANDERBOGART,
SAFFORD, ERO-
ONEIL, RESTREPO,
NEILLY, BARBER,
LEAVINE

6. Allison Neilly, Teacher Aide/Student Aide, Effective October 10, 2019, Annualized Salary of \$16,982, Prorated Salary of \$14,933.92.

CONTINUED

7. Donald Barber, Jr., Teacher Aide/Student Aide, Effective November 1, 2019, Annualized Salary of \$16,982, Prorated Salary of \$13,568.53.

8. Marta Leavine, Account Clerk/Typist, Effective September 23, 2019, (moving from provisional to a probationary appointment).

PERMANENT
APPOINTMENTS

(15g) Board grant a Permanent Appointment (Civil Service) to the following person(s):

MARTELL,
LINDSAY, DAVIS,
WAGNER,
PROVOST, COON

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)

2019 SUMMER
WORK

(15h) Approve the following 2019 Summer Work:

Preparation for 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

ADDITIONAL WORK

(15i) 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

SUBSTITUTES

(15j) 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

FACILITATOR

(15k) Approve the following list of Facilitators for the period of October 10, 2019 through June 30, 2019:

Facilitator, (\$30.00/hour)

Rachel Ribis

VOLUNTEER

(15L) Approve the following Volunteer for the 2019-2020 school year:

ISC

Grant Aubin

AUTHORIZATION OF INDIVIDUAL TO COLLECT MONEY

(15m) 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

2019-2020 RESERVE PLAN SUMMARY

The 2019-2020 Reserve Plan Summary was shared with the Board for informational purposes only.

RESIGNATION
OTIS

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne, that the Board approve the following letter of resignation:

1. Katherine Otis, Teacher Aide/Student Aide, Effective October 3, 2019.
All Board Members present voted yes—motion carried.

CIVIL SERVICE
PROBATIONARY
APPOINTMENT
PAQUIN

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne, that the Board appoint the following person(s) to a 52-week Civil Service Probationary appointment as follows:

1. Douglas Paquin, Teacher Aide/Student Aide, Effective October 16, 2019, Annualized Base Salary of \$16,982, Prorated Salary of \$14,677.91. All Board Members present voted yes—motion carried.

ADDITIONAL
WORK

Mrs. Gonyo-Horne moved, seconded by Mr. Murdock, that the Board approve the following Additional Work for the 2019-2020 School Year:

Stipend Positions, compensation per collective bargaining agreement
Jennifer Parker, Environmental Conservation Teacher Greenhouse Work Stipend (CV-TEC)

All Board Members present voted yes—motion carried.

AUTHORIZATION
OF INDIVIDUAL
TO COLLECT
MONEY

Mr. Murdock moved, seconded by Mr. Harriman, Sr., that the Board authorize the following individual to collect money at all CVES locations for the 2019-2020 school year:

Plattsburgh Campus – Cafeteria
Angela Vanderbogart - Cafeteria Sales Income (replacing Amanda Wilson)

All Board Members present voted yes—motion carried.

CHANGE FUND

Mr. Murdock moved, seconded by Mr. Harriman, Sr., that the Board approve the following change funds and custodians of the funds for the 2019-20 school year:

Cafeteria:
Plattsburgh Campus – Angela Vanderbogart - \$50 (replacing Amanda Wilson)

All Board Members present voted yes—motion carried.

EXTEND
PROBATIONARY
APPOINTMENT
RUSSELL

Mrs. Gonyo-Horne moved, seconded by Mr. Murdock, that the Board extend the probationary appointment period until November 20, 2020, for Kelsi Russell, to allow for additional time for tenure recommendation per agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services, CVES United Professionals, and Kelsi Russell. All Board Members present voted yes—motion carried.

AGREEMENT

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

1. Agreement between Clinton-Essex-Warren-Washington BOCES and Sano-Rubin for the purpose of agreeing to allow the Letter Agreement dated July 5, 2019 to expire with no further obligation to either party, and authorize Dr. Mark C. Davey, District Superintendent and Mr. Larry G. Barcomb, Board President, to execute a written agreement acknowledging these terms. All Board Members present voted yes—motion carried.

PROPOSAL

Mr. Murdock moved, seconded by Mr. Harriman, Sr., that the Board accept the proposal submitted by Schoolhouse Construction Services, LLC of Delhi, NY for Construction Management Services for the CVES voter approved capital project. Services will commence October 10, 2019 for pre-construction services and will continue through the construction and construction closeout phases. Service fees and timelines are as follows and may vary dependent upon the actual progression of the project and BOCES construction management needs:

Pre-Construction (October 2019 – April 2020): \$75,000

Construction Phase Costs (March 2020 – October 2021): \$575,000

Closeout Phase (November 2021 – December 2021): \$30,000

Reimbursable Allowances for Staff Costs: (Duration of the Project): \$40,000 (Includes Construction Management overtime for weekend, double-shift, and extended working hour coverage)

Bid Alternate #1 from Schoolhouse Construction Services, LLC for a Construction Office Trailer and General Supplies in the amount of \$41,000 is declined.

Be it further recommended that the CVES Board President be granted authority to enter into letters of agreement and AIA contract agreements consistent with the approved proposal and this resolution, contingent upon CVES' attorney approval.

Notes: 1.) Four additional Construction Management Services submitted proposals: BCA Construction Managers of Watertown, Ithaca, Saratoga Springs NY, C&S Companies of Plattsburgh NY, DGA Builders, LLC of Pittsford NY, and U.W. Marx, Inc. of Troy NY.

All Board Members present voted yes—motion carried.

DISTRICT SUPT.
UPDATE

Dr. Davey began his District Superintendent's update with a review of the 2019-20 calendar of scheduled component district and Board of Education visits which will have a focus on the CV-TEC division. CVES Board members were invited to attend their home district's presentation. Next, SED updates were shared including an update on the search process for a District Superintendent for FEH BOCES. A reminder was provided for the Rural Schools Association Regional Fall Forum scheduled for November 6th and Board members were encouraged to attend. The upcoming Budget Committee meeting will be held on October 30th (not 10/31), and Strategic Planning save the dates for 2020

were shared as well:

- CVES September - W 9/23, Th. 9/24, & Fri. 9/25, and Tues, 9/29, 2020
- Strategic Plan Board Retreat – Tuesday, September 29, 2020

Next, Dr. Davey shared that an RFP for a health insurance provider and coordinator of benefits was issued recently followed by interviews. The Health Insurance Consortium's Board of Directors will be making a decision next week. Dr. Davey also shared that he has volunteered to be the Workers Compensation Chairperson. Lastly, the following upcoming events were shared with the Board:

- 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)
- November 6, 2019 – RSA Fall Forum – ISC – 6:00 p.m. – 7:00 p.m.
- 2019-20 CEWW School Boards Association Meetings:
 - Thursday, November 14, 2019
 - Thursday, January 9, 2020

OTHER

Dr. Davey recognized the upcoming retirement, approved at the Board meeting, of Gayellen Carlsson, Adult Literacy Teacher at CVES' Once Work Source campus and her 22 years of service. Mrs. Friedman also commented that she will be greatly missed and expressed congratulations.

NEXT BOARD MEETING

The next Board meeting will be held on Wednesday, November 13, 2019, at the Yandon-Dillon Center in Mineville. An anticipated Executive Session will begin at 6:30 p.m., monthly meeting to follow.

ADJOURNMENT

Mr. Harriman, Sr., moved, seconded by Mr. Murdock to adjourn the meeting at 9:49 p.m. All Board Members present voted yes—motion carried.

DRAFT

Meaghan Rabideau, Board Clerk

ENC. 2

MEMO

To: Meaghan Rabideau, BOCES Board Clerk
Clinton-Essex-Warren-Washington BOCES
From: Angela Jennette, Claims Auditor
Date: November 1, 2019
Re: Report for Board Agenda for November 13, 2019 Meeting

The following warrant claims were reviewed from September 30, 2019 to October 31, 2019:

<u>Warrant No. & Date</u>	<u>Check Information</u>	<u>Gross Total Amount</u>
W #16 - 10/03/2019	*Check Nos: 227820-227897	\$ 274,771.50
W #17 - 10/10/2019	*Check Nos: 227898** 227950-228036**	\$ 1,246,689.69
W #18 - 10/17/2019	*Check Nos: 228038-228118**	\$ 320,503.02
W #19 - 10/24/2019	*Check Nos: 228169-228246	\$ 105,611.18
W #20 - 10/31/2019	*Check Nos: 228247-228371	\$ 254,859.77

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

IRS-EFTPS: PR #7- Wire #941-093019- Warrant # 16;
PR #8- Wire #941-101519- Warrant #18;
Health Ins. Monthly: Wire #HINS102019- Warrant #17;
Workers Comp. Quarterly: Wire #WC10102019- Warrant #17;
Credit Card Refund: ID#001992- Wire #CCREF-FINE- Warrant #17;

NYS Promptax: PR #7- Wire #NYS-093019- Warrant #16;
PR #8- Wire #NYS-101519- Warrant #19;

Omni Financial Group: PR #8- Wire #OMN-101519- Warrant #18;
PR #9- Wire #OMN-103119- Warrant #20;

NYS Office of Comptroller ERS Retirement & Loans: PR #6&7-Wire #ERS-SEPT19- Warrant #17;
PR #8&9 -Wire #ERS-OCT.19- Warrant #20;

Health Insurance Consortium Payments:

10/3/19	\$ 835,898.76
10/10/19	\$ 1,978,654.28
10/17/19	\$ 1,444,776.13
10/24/19	\$ 2,020,213.92
10/31/19	\$ 1,371,788.95

CEWW Workers Compensation:
Ck. #1055 \$2,117.00

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

Internal Claims Auditor
(Signature) _____

Angela Jennette

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>
10/02/19	Pending W#16	15283	No dates on face of Purchase Order and missing Ok to Pay.	First time purchase will be in effect on date of invoice. Will obtain Ok to Pay.	Removed from final warrant.
10/02/19	Pending W#16	14651	Coded incorrectly.	Coding corrected.	Approved for final warrant.
10/02/19	Pending W#16	2987	Invoices over 60 days.	Invoice and Ok to Pay not received in Accounts Payable for almost 2 months after invoice was issued. Working on notification to faculty/staff to send invoices and Ok's to Pay more timely.	Approved for final warrant.
10/03/19	Final W#16				\$274,771.50
10/09/19	Pending W#17	16177	Purchase Order issued after services began.	Rollover utility Purchase Order delayed with backlog on issuance of all new year Purchase Orders.	Approved for final warrant.
10/09/19	Pending W#17	15399	Outdated form used for travel claim.	Emailed employee about using correct mileage form.	Approved for final warrant.
10/10/19	Final W#17				\$1,246,689.69
10/16/19	Pending W#18	15365	Order placed without Purchase Order in place.	Will inform employee that Purchase Orders need to be issued before ordering goods.	Approved for final warrant.
10/16/19	Pending W#18	15056	Purchase Order issued after event occurred.	Purchase Order was initiated in July, but division did not follow-up on contract paperwork and submit to business office until 2 days before the event occurred in October. Multiple attempts to resolve the inherent issue with this service have been made without resolve.	
10/17/19	Final W#18				\$320,503.02
10/23/19	Pending W#19	2386	Incorrect base site on travel claim.	Corrected base site and explained to employee correct base site.	Approved for final warrant.
10/23/19	Pending W#19	15226	Coded incorrectly.	Will recode budget.	Removed from final warrant.
10/24/19	Final W#19				\$105,611.18
10/30/19	Pending W#20	12952	Incorrect amounts posted for payment.	Amounts corrected.	Approved for final warrant.
10/30/19	Pending W#20	14302	Purchase Order does not have a Conference Approval number on it.	Conference number put on Purchase Order.	Approved for final warrant.
10/31/19	Final W#20				\$254,859.77

**CLINTON-ESSEX-WARREN-WASHINGTON BOCES
TREASURER'S REPORT - SEPTEMBER 30, 2019**

	Cash Balance	Cash Receipts	Cash Disbursements	Cash Balance	Cash Receipts	Cash Disbursements	Cash Balance
	August 31, 2019	September	September	September 30, 2019	Year To Date	Year To Date	September 30, 2019
I. CHECKING ACCOUNTS							
<u>TD Bank - Depository</u>							
General Fund	\$ 5,388,735.71	\$ 10,699,574.06	\$ 9,073,869.18	\$ 7,014,440.59	\$ 18,600,205.28	\$ 14,490,275.12	\$ 7,014,440.59
Special Aid Fund	\$ (284,641.56)	\$ 180,302.29	\$ 165,281.05	\$ (269,620.32)	\$ 538,432.30	\$ 935,144.51	\$ (269,620.32)
Trust & Agency Fund	\$ 5,184.76	\$ 211,416.72	\$ -	\$ 216,601.48	\$ 215,339.79	\$ 100,734.10	\$ 216,601.48
School Lunch Fund	\$ (22,406.42)	\$ 18,348.00	\$ 21,770.68	\$ (25,829.10)	\$ 24,788.32	\$ 46,923.59	\$ (25,829.10)
Capital Fund	\$ (1,931,386.70)	\$ 12,800.00	\$ -	\$ (1,918,586.70)	\$ 12,800.00	\$ 2,089,324.02	\$ (1,918,586.70)
Private Purpose Trust Fund	\$ 2,500.00	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00	\$ 2,500.00	\$ -
<u>TD Bank - Operating</u>							
General	\$ 185,847.66	\$ 9,292,692.55	\$ 9,129,895.35	\$ 348,644.86	\$ 15,914,274.83	\$ 16,085,111.98	\$ 348,644.86
<u>SAVINGS ACCOUNTS</u>							
<u>NYCLASS</u>							
BOCES-Wide Capital Project	\$ 3,129,619.88	\$ 4,894.67	\$ 293,200.00	\$ 2,841,314.55	\$ 1,766,500.33	\$ 293,200.00	\$ 2,841,314.55
Trust Fund Non-Expendable	\$ 11,846.95	\$ 19.69	\$ -	\$ 11,866.64	\$ 63.22	\$ -	\$ 11,866.64
Private Purpose Trust Fund	\$ 10,716.16	\$ 17.40	\$ 416.40	\$ 10,317.16	\$ 56.72	\$ 416.40	\$ 10,317.16
TOTAL CASH ON HAND	\$ 6,496,016.44			\$ 8,229,149.16	\$ 37,074,960.79	\$ 34,043,629.72	\$ 8,229,149.16

II. RECONCILIATION TO BANK STATEMENTS

	September 30, 2019 Bank Balance	Add: Deposits in Transit	Less: Outstanding Checks	September 30, 2019 Cash Balance
TD BANK - MUNICIPAL CHECKING - OPERATING	\$ 979,356.77	\$ 135.85	\$ (630,847.76)	\$ 348,644.86
TD BANK - MUNICIPAL CHECKING - DEPOSITORY ACCOUNT	\$ 5,017,005.95	\$ -	\$ -	\$ 5,017,005.95
NYCLASS - SAVINGS, BOCES-WIDE CAPITAL PROJECT	\$ 2,841,314.55	\$ -	\$ -	\$ 2,841,314.55
NYCLASS - SAVINGS, KEITH BROADWELL SCHOLARSHIP	\$ 693.62	\$ -	\$ -	\$ 693.62
NYCLASS - SAVINGS, JONELLE MARIE BUCK SCHOLARSHIP	\$ 694.38	\$ -	\$ -	\$ 694.38
NYCLASS - SAVINGS, JWH SCHOLARSHIP	\$ 11,866.64	\$ -	\$ -	\$ 11,866.64
NYCLASS - SAVINGS, SPELLING BEE SCHOLARSHIP	\$ 2.10	\$ -	\$ -	\$ 2.10
NYCLASS - SAVINGS, CV-TEC ALLIED HEALTH SCHOLARSHIP	\$ 8,927.06	\$ -	\$ -	\$ 8,927.06
				TOTAL CASH ON HAND
				\$ 8,229,149.16

GENERAL FUND INTEREST RECEIVED 7/01/19 - 9/30/19 \$ 12,428.37
CAPITAL FUND INTEREST RECEIVED 7/01/19 - 9/30/19 \$ 13,544.78

PREPARED BY:


 Christine Myere, District Treasurer

DATED:

10/31/19

ENC. 3

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

FOR THE PERIOD 09/01/2019 TO 09/30/2019

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	0.00	9,522.28	0.00	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	7.78	0.00
TOTAL	14,286.18	14,286.18	0.00	14,286.18	7.78	14,278.40



COLBY SISKAVICH, EXTRACLASSROOM TREASURER

10/18/19

DATE

09/30/2019 Bank Balance	\$ 14,278.40
Add: Deposits in Transit	\$ -
Less: Outstanding Checks	
09/30/2019 Balance on Hand	<u>\$ 14,278.40</u>

ENC. 7

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

1. Agreement between Clinton-Essex-Warren-Washington BOCES and A.P.L. Associates for the purpose of obtaining an Instructional Skills Level I Workshop for BOCES and BOCES component districts in an amount not anticipated to exceed \$21,000. The workshop dates are December 10 & 11, 2019 and January 14, 15 & 16, 2020. (ISC) (attached)
2. Agreement between Clinton-Essex-Warren-Washington BOCES and Scalzo Construction for the purpose of obtaining snow plowing and sanding services at the Mineville Campus for the period of November 14, 2019 through April 30, 2020. The agreement may be renewed for four additional terms upon the mutual consent of the parties. The estimated annual expenditure for the current term is \$9,600. (Management Services) (attached)

ENC. 8

Recommend, based on Tetra Tech's and Schoolhouse Construction's analysis and recommendation of the proposals submitted, that the Board accept a proposal submitted by North Country Ecological Services, Inc. for Wetland Permitting and Mitigation Design Services for the Capital Project. Services will take place at the Plattsburgh Main Campus and the Plattsburgh Satellite Campus for a total amount not anticipated to exceed \$12,500. The commencement date for services is November 14, 2019.

Be it further recommended that the CVES Board President be granted authority to enter into a service agreement contract contingent upon CVES' attorney approval.

Note: One additional proposal was received from Environmental Design Partnership, LLP of Clifton Park, NY.

ENC. 9

Recommend that the Board approve the following Standardization Resolution:

RESOLVED that pursuant to General Municipal Law Section 103 (5) that Clinton-Essex-Warren-Washington BOCES standardize to KMC Controls as the brand that will be specified for building control systems. This standardization to KMC Controls would allow for maximum equipment compatibility and efficiency of upgrade with-in the building controls systems currently in place at the Plattsburgh Main Campus, Plattsburgh Satellite Campus, and Mineville Campus. Purchasing building control components other than KMC Controls would negatively impact building functionality with-in the system, and could lead to additional expenditures for equipment replacement and unnecessary critical equipment failure. Further, the standardization to KMC Controls provides the benefit of a reliable 24/7/365 service and parts source for mission critical control systems.

ENC. 10

Recommend that the Board approve establishing a scholarship fund and bank account for the "Donald W. Cogswell Memorial Scholarship Fund". The fund will award an amount to be determined annually depending on monies in the scholarship fund to a graduating senior(s) of the CV-TEC Mineville Campus Automotive Technology Program. The scholarship will provide supplemental funding for a student that plans to pursue further training in an automotive career after graduation. The scholarship will be funded through voluntary contributions and donations.

ENC. 7

CHAMPLAIN VALLEY EDUCATIONAL SERVICES INDEPENDENT CONTRACTOR/CONSULTANT AGREEMENT

AGREEMENT made this 9th day of October 2019, by and between the Clinton-Essex-Warren-Washington Counties Board of Cooperative Educational Services, with its principal place of business at 1585 Military Turnpike, Plattsburgh, New York 12901 (hereinafter "BOCES") and A.P.L. Associates, with an office and place of business at P.O. Box 250, Camillus, NY 13031, hereinafter be collectively referred to as "THE PARTIES."

BOCES desires to have certain services and activities described as follows: **Instructional Skills Level I Workshop** scheduled from 8:30 a.m. to 2:30 p.m., at the Instructional Services Center, 14 Area Development Drive, Suite 100, Plattsburgh, NY 12901 on December 10 and 11, 2019 and January 14, 15 and 16, 2020. The total cost of this workshop will be \$3,400/day consultant fee plus travel-related expenses. Any of the above mentioned dates may be rearranged or cancelled at the mutual consent of the parties.

A.P.L. Associates is qualified and if required, licensed and/or certified to provide or render the SERVICES described above.

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

1. **RETAINER:** A.P.L. Associates is hereby retained by BOCES as an independent contractor. The term of this AGREEMENT shall begin on or about the above date and continue through and include the above listed dates.
2. A.P.L. Associates shall perform the SERVICES described above, all such SERVICES being the responsibility of A.P.L. Associates and those in A.P.L. Associates' employ.
3. A.P.L. Associates is free to devote their attention to the SERVICES as they see fit and are not required to perform the SERVICES during particular hours, on particular days or at a particular location, unless otherwise noted.
4. A.P.L. Associates represents and warrants that neither A.P.L. Associates nor any of A.P.L. Associate's employees, agents, or assigns performing SERVICES for BOCES pursuant to this AGREEMENT has been convicted of a felony.
5. A.P.L. Associates agrees to provide copies of all certifications and licenses required by law to undertake the SERVICES to be performed for BOCES pursuant to this AGREEMENT, and further agrees to provide BOCES with a minimum of two (2) business references.
6. A.P.L. Associates shall provide the supplies, personnel, and other resources required to complete the SERVICES, and shall not be entitled to reimbursement for expenses, unless otherwise provided.
7. **INSURANCE:** A.P.L. Associates agrees to provide BOCES with a Certificate of Insurance which meets the requirements set forth in Attachment I, or a Hold Harmless Form prior to commencement of SERVICES. A.P.L. Associates acknowledges that failure to obtain such insurance on behalf of BOCES constitutes a material breach of contract and subjects it to liability for damages, indemnification, and all other legal remedies available to BOCES.

8. FEES AND CHARGES: It is understood by and between THE PARTIES that the above-described SERVICES will be completed before payment is made. A.P.L. Associates' fee shall be all inclusive, and shall be limited to \$17,000.00 consultant fees plus travel-related expenses and paid as follows: BOCES will render payment for costs of services/consultant fee in two installments on the last day of each training segment. A first payment of \$6,800.00 will be made on December 11, 2019 and a second payment of \$10,200.00 will be made on January 16, 2020. Any travel expenses will be paid to A.P.L. Associates within 30 days of receipt of invoice. Such fees shall not be subject to modification based on the number of hours devoted by A.P.L. Associates to the project.
9. INDEPENDENT CONTRACTOR: A.P.L. Associates is an independent contractor, not an employee of BOCES and is not entitled to: participation in any benefit plan provided to the employees of BOCES; Worker's Compensation; unemployment insurance benefits; nor any other benefit, right, or privilege available to the employees of BOCES.
10. PUBLIC RETIREES: A.P.L. Associates agrees to fully comply with employment, income limitations, and reporting requirements of public retirement systems and the New York State Retirement and Social Security Law.
11. RESPONSIBILITY FOR TAXES: BOCES will provide A.P.L. Associates with Internal Revenue Service Form 1099. A.P.L. Associates is responsible for the payment of taxes and all other sums required by law to be withheld from payments made under this AGREEMENT.
12. PAYMENT: Payment pursuant to this AGREEMENT is dependent upon the satisfactory completion of the SERVICES, faithful compliance with the AGREEMENT and acceptance of the work by BOCES. Submission of an invoice describing the SERVICES performed is a condition precedent to payment by BOCES.
13. GOVERNING LAW: This AGREEMENT shall be governed by the laws of the State of New York and any dispute arising hereunder shall be litigated in a Court of competent jurisdiction situate in Clinton County, New York; the parties agree they shall not bring an action in any other court for interpretation, enforcement, or monetary damages arising out of or under this agreement.
14. EXECUTORY CLAUSE: BOCES shall have no liability under this AGREEMENT to A.P.L. Associates or to anyone else beyond funds appropriated and available for this AGREEMENT.
15. TERMINATION: This AGREEMENT will terminate upon submission by A.P.L. Associates of a final product satisfactory to BOCES. BOCES reserves the right to terminate this AGREEMENT upon failure of A.P.L. Associates to meet the terms and conditions set forth herein or upon a finding of violation of applicable laws, rules or regulations by A.P.L. Associates.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT on this _____ day of _____ 2019.

Date: [Signature] Date: 10/17/19

Clinton-Essex-Warren-Washington Board of Cooperative Educational Services A.P.L. Associates

Sign Here
Mr. Davey

By: _____ By: _____

Mark C. Davey
District Superintendent

A.P.L. Associates

Date: _____

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

Sign Here
Mr. Barcomb

By: _____

Larry Barcomb
CVES Board President

Champlain Valley

EDUCATIONAL SERVICES

14 Area Development Drive, Suite 100
PO. Box 455, Plattsburgh, NY 12901
www.cves.org

INSTRUCTIONAL SERVICES CENTER

Teri Calabrese-Gray
Assistant Superintendent for Instruction
and 21st Century Learning

gray_teri@cves.org
518-561-0100
FAX 518-561-0240

CVES MISSION

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

HOLD HARMLESS

PROFESSIONAL CONSULTANT

The APL Associates hereby agrees to defend, indemnify and hold
(Name of Consultant)

harmless the Clinton-Essex-Warren-Washington BOCES from and against any and all liability, damage, claim or action, to the extent permissible by law, arising out of operations performed or services provided by the contractor under the contract, including the transportation of students.

Teresa Calabrese-Gray
CEWW BOCES

Teresa Calabrese-Gray
Assistant Superintendent
Print Name/Title

10/25/19
Date

David J Perry
Consultant

David J Perry
Partner
Print Name/Title

10/17/19
Date

**CHAMPLAIN VALLEY EDUCATIONAL SERVICES
INDEPENDENT CONTRACTOR/ CONSULTANT AGREEMENT**

AGREEMENT made by and between the **Clinton-Essex-Warren-Washington Counties Board of Cooperative Educational Services**, with its principal place of business at 518 Rugar Street, Plattsburgh, New York 12901 (hereinafter "BOCES") and **Scalzo Construction** with an office and place of business at 78 Furnace Road, Moriah, NY, hereinafter be collectively referred to as "THE PARTIES."

BOCES desires to have certain services and activities described as follows: Snow Removal and Sanding Services (hereinafter "SERVICES") for the Mineville Campus for the period of November 14, 2019 through April 30, 2020.

Scalzo Construction is qualified and if required, licensed and/or certified to provide or render the SERVICES described above.

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

1. **RETAINER:** **Scalzo Construction** is hereby retained by BOCES as an independent contractor. The term of this AGREEMENT shall begin on or about the above date and continue through and include the above listed date.
2. **Scalzo Construction** shall perform the SERVICES described above and as specified in any request for proposal, bid specifications or job description, all such SERVICES being the responsibility of the **Scalzo Construction** and those in **Scalzo Construction's** employ.
3. **Scalzo Construction** is free to devote their attention to the SERVICES and are required to complete the services to be performed in accordance with the terms and conditions outlined in the bid specifications, request for proposal or job description prepared by BOCES.
4. **Scalzo Construction** represents and warrants that neither **Scalzo Construction** nor any of **Scalzo Construction's** employees, agents, or assigns performing SERVICES for BOCES pursuant to this AGREEMENT has been convicted of a felony.
5. **Scalzo Construction** agrees to provide copies of all certifications and licenses required by law to undertake the SERVICES to be performed for BOCES pursuant to this AGREEMENT.
6. **Scalzo Construction** shall provide the equipment, supplies, personnel, and other resources required to complete the SERVICES, and shall not be entitled to reimbursement for expenses, unless otherwise provided.

7. **INSURANCE:** Scalzo Construction agrees to provide BOCES with a Certificate of Insurance, which meets the requirements set forth in Attachment I, prior to commencement of SERVICES. Scalzo Construction acknowledges that failure to obtain such insurance on behalf of BOCES constitutes a material breach of contract and subjects it to liability for damages, indemnification, and all other legal remedies available to BOCES.
8. **COSTS AND RATES:** Scalzo Construction will provide SERVICES to BOCES at the rates provided on Attachment II.
9. **FEES AND CHARGES:** It is understood by and between THE PARTIES that the above-described SERVICES will be completed before payment is made. Scalzo Construction's invoice shall be all inclusive and paid as follows: Scalzo Construction will present monthly invoices for SERVICES rendered during the previous month. BOCES will render payment within 30 days after receipt of Scalzo Construction's invoice and in consideration of receipt of services and a final product which is satisfactory to BOCES.
10. **INDEPENDENT CONTRACTOR:** Scalzo Construction is an independent contractor, not an employee of BOCES and is not entitled to: participation in any benefit plan provided to the employees of BOCES; Worker's Compensation; unemployment insurance benefits; nor any other benefit, right, or privilege available to the employees of BOCES.
11. **PUBLIC RETIREES:** Scalzo Construction agrees to fully comply with employment, income limitations, and reporting requirements of public retirement systems and the New York State Retirement and Social Security Law.
12. **RESPONSIBILITY FOR TAXES AND RETIREMENT CONTRIBUTIONS:** BOCES will provide Scalzo Construction with Internal Revenue Service Form 1099. Scalzo Construction is responsible for the payment of taxes and all other sums required by law to be withheld or paid with respect to its employees who provide SERVICES under this AGREEMENT.
13. **PAYMENT:** Payment pursuant to this AGREEMENT is dependent upon the satisfactory completion of the SERVICES, faithful compliance with the AGREEMENT and acceptance of the work by BOCES. Submission of an invoice describing the SERVICES performed is a condition precedent to payment by BOCES.
14. **GOVERNING LAW:** This AGREEMENT shall be governed by the laws of the State of New York and any dispute arising hereunder shall be litigated in a Court of competent jurisdiction situate in Clinton County, New York; the parties agree they shall not bring

an action in any other court for interpretation, enforcement, or monetary damages arising out of or under this AGREEMENT.

15. **EXECUTORY CLAUSE:** BOCES shall have no liability under this AGREEMENT to **Scalzo Construction** or to anyone else beyond funds appropriated and available for this AGREEMENT.
16. **TERM:** Upon completion of the AGREEMENT term and upon mutual consent, the PARTIES will have the option to renew this contract, on an annual basis, for four (4) additional terms, from November 1 through April 30 of the years 2020/2021, 2021/2022, 2022/2023 and 2023/2024.
17. **DEFAULT:** BOCES reserves the right to terminate this AGREEMENT upon failure of **Scalzo Construction** to meet the terms and conditions set forth herein or upon a finding of violation of applicable laws, rules or regulations by **Scalzo Construction**. In the event that the **Scalzo Construction** fails to perform any duty required to be performed or breach any warranty or representation and such failure to perform or breach shall continue substantially unremedied and substantially uncorrected for a period of five (5) days after written notice upon **Scalzo Construction** hereto specifying such failure or breach, this AGREEMENT may be terminated on the grounds of default by the BOCES at the expiration of such five (5) day period; provided, however, that such termination shall not relieve the **Scalzo Construction** so failing or breaching from liability to BOCES for such damages as may be suffered by reason of such failure. Any other provision of this AGREEMENT to the contrary notwithstanding, in the event that there occurs a default by the **Scalzo Construction**, BOCES at its option may elect to cure the default and deduct the cost thereof from its subsequent payments.
18. **NOTICES:** All notices required or permitted to be given hereunder shall be in writing and delivered personally to the addressee or, at the sender's election, sent by certified mail, postage prepaid, return receipt requested, addressed to the other party at such party's address shown at the beginning of this AGREEMENT or to such other addresses as the other party shall have designated in the manner herein provided for the giving of such notice. Such notice shall be deemed to have been given on the date personally delivered or on the third business day after the same was deposited at the United States Postal Service.
19. **ENTIRE AGREEMENT:** This constitutes the entire AGREEMENT of the parties and may not be changed or modified except by an agreement in writing signed by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT on this _____ day of _____ 2019.

Date: _____

Date: 10-31-19

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

Scalzo Construction

By: _____
(Larry Barcomb/Board President)

Mr. Barcomb
Sign Here
[Signature]
By: _____
(Aaron Scalzo)

By: _____
(Dr. Mark C. Davey/District Superintendent)

Dr. Davey
Sign Here

CVES MISSION

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

INSURANCE AGREEMENT – CONTRACTORS

1. Notwithstanding any terms, conditions or provisions, in any other writing between the parties, the contractor hereby agrees to effectuate the naming of Clinton-Essex-Warren-Washington BOCES, hereinafter referred to as “CEWW BOCES,” as an additional insured on the contractor's insurance policies, with the exception of workers' compensation and N.Y. State disability insurance.
2. The policy naming CEWW BOCES as an additional insured shall:
 - a. Be an insurance policy from an A.M. Best rated "secured" or better insurer, authorized to conduct business in New York State. A New York licensed insurer is preferred. The decision to accept specific insurers lies exclusively with CEWW BOCES.
 - b. State that the organization's coverage shall be primary and non-contributory coverage for CEWW BOCES, its Board, employees and volunteers.
 - c. Additional insured status shall be provided by standard or other endorsements that extend coverage to CEWW BOCES for both on-going and completed operations. The decision to accept an endorsement rests solely with CEWW BOCES. A completed copy of the endorsements must be attached to the certificate of insurance.
3.
 - a. The certificate of insurance must describe the specific services provided by the contractor (e.g., roofing, carpentry, plumbing, snow removal and sanding services) that are covered by the liability policies.
 - b. At CEWW BOCES's request, the contractor shall provide a copy of the declaration page of the liability and umbrella policies with a list of endorsements and forms. If so requested, the contractor will provide a copy of the policy endorsements and forms.
4. The contractor agrees to indemnify CEWW BOCES for any applicable deductibles and self-insured retentions.
5. Required Insurance:
 - a. **Commercial General Liability Insurance**
\$1,000,000 per occurrence/ \$2,000,000 general and products/completed operations aggregates. The general aggregate shall apply on a per-project basis.
 - b. **Automobile Liability**
\$1,000,000 combined single limit for owned, hired and borrowed and non-owned motor vehicles.
 - c. **Workers' Compensation, Employers Liability and NYS Disability Insurance**
Statutory Workers' Compensation, Employers' Liability Insurance and NYS Disability Insurance for all employees. Proof of coverage must be on the approved specific form, as required by the New York State Workers' Compensation Board. ACORD certificates are not acceptable.
6. Contractor acknowledges that failure to obtain such insurance on behalf of CEWW BOCES constitutes a material breach of contract and subjects it to liability for damages, indemnification and all other legal remedies available to CEWW BOCES. The contractor is to provide CEWW BOCES with a certificate of insurance, evidencing the above requirements have been met, prior to the commencement of work or use of facilities.
7. CEWW BOCES is a member/owner of the NY Schools Insurance Reciprocal (NYSIR). The contractor further acknowledges that the procurement of such insurance as required herein is intended to benefit not only CEWW BOCES but also NYSIR, as CEWW BOCES.

Attachment I

**Scalzo Construction
Snow Removal and Sanding Services 2019-2020**

Service Prices from 11/14/19 through 4/30/20:

MINEVILLE CAMPUS		
Service Type:		Price:
Snow plowing and sanding per occurrence when snow accumulation is less than 4":		\$290.00
Snow plowing and sanding per occurrence when snow accumulation is more than 4":		\$430.00
Sanding Services for Full Lot Sanding:		\$200.00
Sanding Services for Spot Sanding:		\$100.00

ENC. 11

Recommend that the Board accept the following letters of Resignation:

1. Briana Marbut, Teacher Aide/Student Aide, effective October 7, 2019
2. Amanda Harris, Teacher Aide/Student Aide, effective October 30, 2019
3. Sherry Aguglia, School Accountant, effective November 12, 2019
4. Donald Martell, Custodial Worker, effective January 1, 2020
5. Heather Vanalphen, Teaching Assistant, effective December 16, 2019, for the purpose of accepting a teaching position

ENC. 12

Recommend the Board approve the following leaves of absence:

1. Sara Spring, Teaching Assistant, September 1, 2019 through December 15, 2019 to accept a temporary teaching position
2. Shelby Lottie, Teacher Aide/Student Aide, unpaid leave of absence, December 9, 2019 – February 9, 2020

ENC. 13

Recommend that the Board rescind the motion that was approved at the October 9, 2019 meeting whereby the Board granted a 52-week probationary appointment to Donald Barber as a Teacher Aide/Student Aide Effective November 1, 2019.

ENC. 14

Recommend that the Board amend the following permanent civil service appointment approved at the October 9, 2019 meeting:

Name: Allison Neilly
Position: Teacher Aide/Student Aide
Effective Date: ~~October 10, 2019~~ **October 28, 2019**
Tentative Permanent Date: ~~October 10, 2020~~ **October 28, 2020**
Annualized Salary: \$16,982
Prorated Salary: ~~\$14,933.92~~ **\$13,909.88**

Recommend that the Board amend the following list of Facilitators approved at the October 9, 2019 meeting, for the period of October 10, 2019 through June 30, ~~2019~~ **2020**:

Facilitator (\$30.00 an hour)
Rachel Ribis

ENC. 15

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

1. Name: Bethany Katzfey
Tenure Area: Teaching Assistant
Position: Teaching Assistant
Effective Date: November 1, 2019
Tentative Tenure Date: November 1, 2023
Certification Status: Teaching Assistant Level 1
Annual Base Salary: \$20,841 (Salary may increase once contractual agreement for 2019-20 is approved)
*moving from temporary to probationary

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

ENC. 16

Recommend that the Board appoint the following person(s) to a 26-week Civil Service Probationary Appointment as follows:

1. Name: Becky Gates
Position: Offset Print Machine Operator
Effective Date: October 7, 2019
Tentative Permanent Date: April 6, 2020
Annualized Salary: \$32,709 (Salary may increase once contractual agreement for 2019-20 is approved)
*moving from provisional to probationary

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

1. Name: Cody Clark
Position: Teacher Aide/Student Aide
Effective Date: October 21, 2019
Tentative Permanent Date: October 21, 2020
Annualized Salary: \$16,982
Prorated Salary: \$14,336.56
2. Name: Heather Agoney
Position: Teacher Aide/Student Aide
Effective Date: November 7, 2019
Tentative Permanent Date: November 7, 2020
Annualized Salary: \$16,982
Prorated Salary: \$13,227.19

ENC. 16 CONTINUED

3. Name: Jason Moore
Position: Teacher Aide/Student Aide
Effective Date: November 7, 2019
Tentative Permanent Date: November 7, 2020
Annualized Salary: \$16,982
Prorated Salary: \$13,227.19
4. Name: Michael Fisher
Position: Building Maintenance Mechanic
Effective Date: December 2, 2019
Tentative Permanent Date: December 2, 2020
Annualized Salary: \$31,267
Prorated Salary: \$18,279.17 (Salary may increase once contractual agreement for 2019-20 is approved)

ENC. 17

Recommend that the Board appoint the following person(s) to a temporary appointment for the 2019-20 school year:

1. Name: Sara Spring
Position: Special Education Teacher
Effective Date: September 1, 2019 – December 15, 2019
Certification Status: Uncertified
Annual Base Salary: \$37,145 (Salary may increase once contractual agreement for 2019-20 is approved)
Prorated Salary: \$13,929.35
2. Name: Heather Vanalphen
Position: Special Education Teacher
Effective Date: 12/16/2019 – 6/30/2020
Certification Status: Uncertified
Annual Base Salary: \$37,145 (Salary may increase once contractual agreement for 2019-20 is approved)
Prorated Salary: \$23,215.65
3. Name: James Phillips
Position: P-Tech Counselor (20%)
Effective Date: 10/30/2019 – 6/30/2020
Certification Status: Uncertified
Annual Base Salary: \$45,586 (Salary may increase once contractual agreement for 2019-20 is approved)
Prorated Salary: \$7,384.93

ENC. 18

Recommend that the Board approve the following Temporary Grant appointments from November 14, 2019 – December 30, 2019:

1. Alexa Lovely, Work Study Student, Not-to-Exceed 160 hours, at \$11.10/hour
2. Kathleen Fleteau, Work Study Student, Not-to-Exceed 160 hours, at \$11.10/hour

ENC. 23

Recommend that the Board of Cooperative Educational Services adopt the following SEQRA resolution(s):

1. As part of the "SEQRA" process, the Board of Cooperative Educational Services hereby declares itself as "Lead Agency" as defined in the State Environmental Quality Review Act for the following construction project: "2019-2020 Infrastructure Improvement Project at the Plattsburgh Main Campus."

2. Based on the review of Tetra Tech Architects & Engineers, Architect of Record for the proposed "2019-2020 Infrastructure Improvement Project at the Plattsburgh Main Campus," the Board hereby finds that the proposed scope of work constitutes a "Type II Action" as such quoted term is defined in the State Environmental Quality Review Act and the regulations of the Department of Environmental Conservation of the State of New York (6 NYCRR Part 617, as amended) promulgated there under ("SEQRA") and, therefore, is not subject to any further review by the Board of Cooperative Educational Services under routine activities of an educational institution with no contemplated expansion of the existing facilities and any improvements to such facilities will be in the nature of replacement, rehabilitation or reconstruction of the facilities in kind, on the same site.

ENC. 24

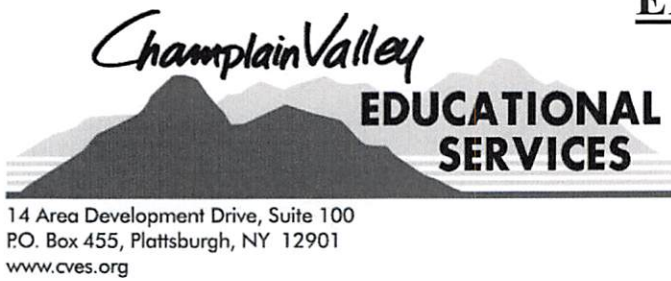
Recommend that the Board of Cooperative Educational Services hereby initiate the "2019-2020 Infrastructure Improvement Project at the Plattsburgh Main Campus" and authorize the District Superintendent to obtain State Education Department approval for the Project in an amount not to exceed \$330,731.

ENC. 25

Recommend that the Board of Cooperative Educational Services authorize the District Superintendent and Board President to approve and execute any construction contract Change Order for the "2019-2020 Infrastructure Improvement Project at the Plattsburgh Main Campus" provided that such changes do not exceed the approved project cost of \$330,731. Any Change Order that will increase the construction contract amount by more than the total approved project cost of \$330,731 shall be submitted by the Superintendent to the Board for review and action thereon. Change Orders that increase the project cost to an amount greater than \$330,731 shall not be binding until approved and executed by the Board.

ENC. 26

The Retiree Healthcare Waiver Form (attached for informational purposes only)



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 *TCG* *am*
DA: October 28, 2019
RE: **November 2019 Board Report**



2019 YOUTH EMPOWERMENT SUMMIT (YES) – BEST ONE YET!

On October 15th, more than 200 students from across the North Country converged on SUNY Plattsburgh to attend the Youth Empowerment Summit. The vision of the summit is to educate student leadership groups on power of kindness, acceptance, and inclusion, and to provide them with the knowledge and tools to drive change within their school buildings. Throughout the event, students take an active role in learning, and discuss, plan and implement activities to bring about a positive shift in school climate at their school. Regional topics and materials targeting different themes are provided to the groups to reduce staff time, simplify the process, and promote consistency throughout the region. Sessions included two keynote presentations, healthy relationships, teambuilding for community connections, suicide T.A.L.K. (Tell/Ask/Listen/Keep Safe for Now), Hope: the expression of connection. The day concluded reminding all students to celebrate UNITY Day on October 23rd. This year’s event was sponsored by funds received from Assemblyman Billy Jones and we are so thankful for his support.

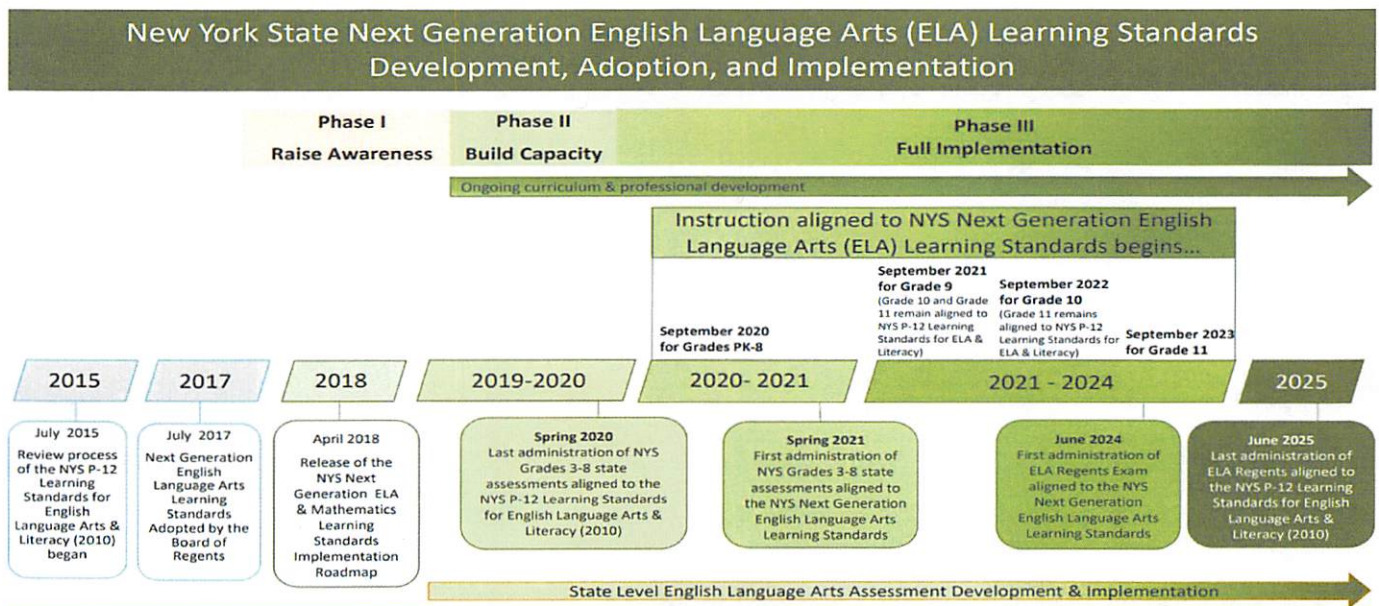


PROGRESS UPDATE ON THE ROLLOUT OF THE NEXT GENERATION ENGLISH LANGUAGE ARTS AND MATHEMATICS STANDARDS

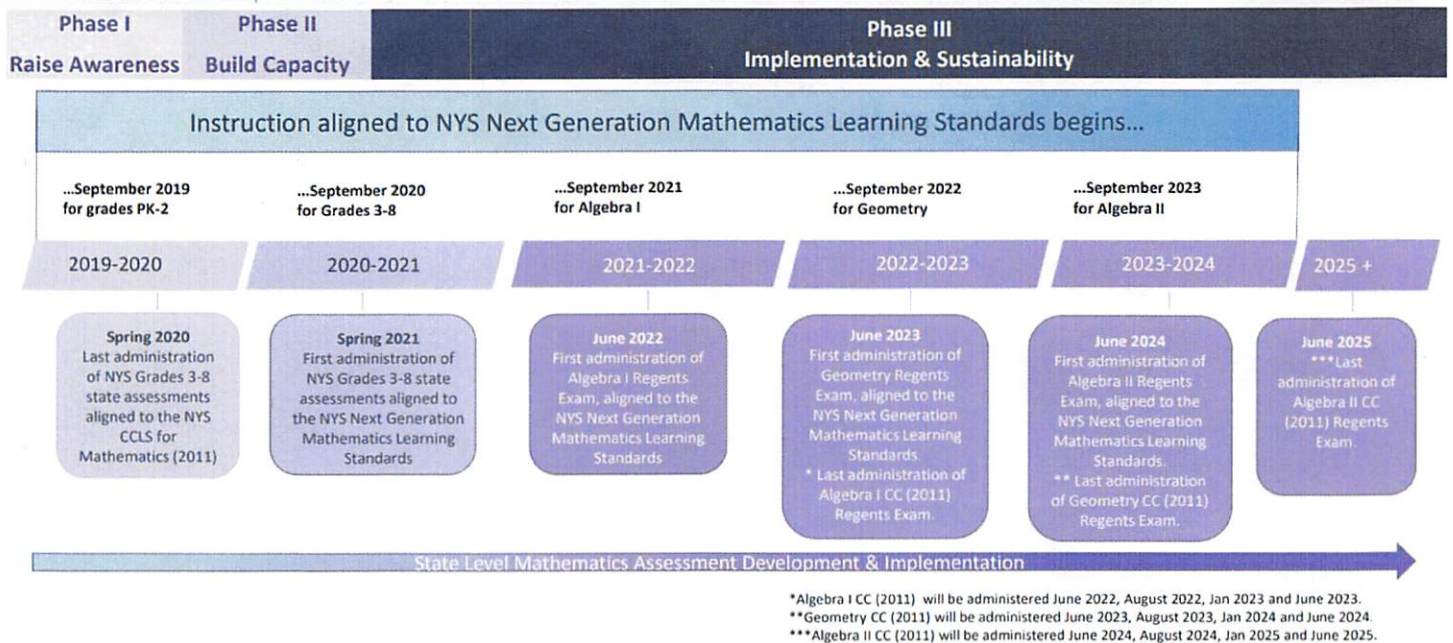
SED staff provided an update on the rollout of the Next Generation ELA and Mathematics Learning Standards at their most recent Board of Regents meeting. In September 2017 the Board of Regents Adopted the New York State Next Generation English Language Arts (ELA) and Mathematics Learning Standards. At the time of adoption, the Department committed to a series of next steps in order to implement these standards. The first of these steps involved the creation of an implementation roadmap divided into three phases. Phase one began immediately upon adoption and continued through the 2018-19 school year. They included the various resources and tools available to districts to familiarize teachers and administrators with the new standards and prepare them to develop and/or adopt curriculum aligned to those standards. As these tools were developed, various professional development activities were happening around the state. Some of these activities were provided by the Department through the “Supporting all Students” conferences held in Rochester, Saratoga and New York City. Teri Calabrese-Gray, along with members of the S/CDN Math Statewide Frameworks team assisted with these presentations.

We are currently in phase two, Building Capacity. During this school year, schools across the state are working hard to create, adapt or adopt curricula to enable their students to meet the new Standards. The Curriculum program office is spending the year engaging with various partners to facilitate that capacity building. To kick off Phase II, NYSED provided a turnkey professional development day in August. The event was open to BOCES professional development staff, as well as the Big 5 city school districts and focused on a new resource developed by the Curriculum office in collaboration with the ELA content advisory panel. “The Guide for Aligning Local Curricula to the Next Generation English Language Arts Standards” was introduced at this event. There is a similar tool for mathematics curriculum alignment, along with a set of math standard unpacking guides and standards crosswalks. All these tools will be the focus of several presentations across the state to various professional organizations, throughout the fall and winter of the 2019-2020 school year.

Next year will kick off phase 3, Implementation for grades P-8. Each year thereafter will bring implementation into our high schools, so that all instruction in grades P-12 will be aligned to the Next Generation ELA and Math Learning Standards by September 2023. The rollout plan for this robust set of standards was thoughtful, strategic and deliberately designed to ensure that all NY school districts have the adequate time, tools and preparation to bring them to life in classrooms across the state. Please see timelines below.



New York State Next Generation Mathematics Learning Standards Instruction and Assessment Timeline



Our first CEWW school boards evening session will focus on the NYS Next Generation Standards. Please consider joining us at the West Side Ballroom on November 14th.

A PARENT'S GUIDE TO THE NYS NEXT GENERATION ELA AND MATHEMATICS LEARNING STANDARDS - This brochure was created to help parents prepare for the transition to the Next Generation Learning Standards. NYSED collaborated with multiple partners, including parents, to develop a resource that facilitates and promotes parental involvement and engagement. This resource provides the following:

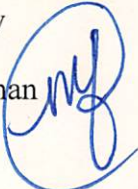
- A description of the instructional cycle and the role of learning standards in the cycle
- An FAQ for the Next Generation Learning Standards
- Links and resources to support classroom learning at home

The brochure is available online at <http://www.nysed.gov/common/nysed/files/parentbrochurenextgen.pdf>.

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: November 1, 2019

RE: November 2019 Board Report

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. Total high school enrollment numbers from all component districts are consistent with budget projections. Post-secondary enrollment is still under review; however, we expect the enrollment numbers to be below budget projections. Currently there are 616 high school students enrolled in CTE & PreCTE Programs (580 and 36 respectively). This is an increase from projected enrollment and 2018-2019 enrollment of 610 high school students in CTE and PreCTE Programs (576 and 24 respectively).

Fall Family Nights

October 16, 2019: Mineville hosted their Family Night for both CV-TEC & Special Education Families. Attendance was very strong as the faculty and staff hosted a lasagna dinner and presentations from the New York State Police, several raffles and program demonstrations.

October 24, 2019: The Plattsburgh Main and Satellite Campuses hosted their Fall Family Nights. Attendance on both northern campuses totaled over 300 guests! The Security & Law Enforcement Class assisted with parking, traffic flow, guest registration and assistance throughout the Main Campus. Both Plattsburgh Campus events were extremely successful.

Update on CV-TEC Divisional Goals and Strategic Plan:

2019-2020 Divisional Goals

- Strengthen Team CV-TEC by focusing our decision making on our established Core Beliefs; particularly, “Students are our first priority.”
- Strengthen Team CV-TEC by providing quality & effective instructional leadership and professional development for CV-TEC Education Professionals to continue to improve and enhance the rigor and relevance of instruction in all programs; including, but not limited to CTE, Core Academic, Problem Based Learning, and Work Readiness Curriculum.
- Strengthen Team CV-TEC by implementing, monitoring and updating the CVES Strategic Plan and the CV-TEC Division Improvement Plan and corresponding target areas and activities included in each:
 - Promote the Social-Emotional well-being of our students & staff.
 - Provide the framework for alignment to and documentation of CTE Programs with NYS Blueprints and State/National industry standards and affiliations.
 - Market our programs to achieve enrollment targets.



- Provide our students multiple pathways to success that allow seamless, efficient transitions to further education or to the workplace.
- Meet Federal and State grant outcomes to lead adult students on a pathway out of poverty toward success in education, training, post-secondary and/or employment.
- Strengthen Team CV-TEC by emphasizing Divisional continuity among all buildings, sites, departments, programs and team members through ongoing professional development, collaboration and reorganization of Divisional procedures and protocols.

New Program Offerings/Updates/Initiatives

- **New Visions Applied Engineering Program**

New Visions Applied Engineering is an application-based program for High School Seniors expressing an interest in a post-secondary educational experience in the Field of Engineering. This rigorous one-year exploratory program for selected college-bound seniors planning to major in a field of study in Engineering and/or related fields. The academic curriculum is combined with practical, applied work experience as students engage in STEM concepts at the Institute of Applied Technology (IAM) and clinical observations with business partners in the field. The program would incorporate dual enrollment in college and high school credit-bearing coursework with career exploration and Work-Based Learning (WBL) experiences in Applied Engineering. Students will participate for daily ½ day sessions for the course of the school year during the Senior Year.

The program will have two locations: The Institute for Advanced Manufacturing at Clinton Community College in the north, and the CV-TEC Mineville Campus in the south; each with dual credit options at both CCC and North County Community College.

- **Transition of Medical Office Assisting Program to Business & Health Management**

A two--year Program of Study is currently underway with a projected start date of September 2020.

Carl D. Perkins V Grant & Academic Services Update

- **Perkins V:**

The Perkins Grant initiative funds Career and Technical Education (CTE) initiatives at CV-TEC. The amount of the 2019-2020 one-year extension grant was \$108,175.

The Perkins grant requires a Comprehensive Local Needs Assessment (CLNA) be conducted during the 2019-2020 school year. This three-day process will be led by a national organization, the Southern Regional Education Board (SREB), and will include members from our community (business, industry, secondary partners, etc.). Once the review is complete, SREB will provide a comprehensive report and conduct a Site Development Workshop. The findings of this important review will determine the direction of the Perkins grant for the next four (4) years.

In addition to the CLNA, during the 2019-2020 school year, CV-TEC will focus on curriculum development that integrates Work-Based Learning activities, CTE curriculum, the professional portfolio, and the Technical Reading and Writing (TRW) coursework. We will implement Employability Skills Seminars (Career Planning, Financial Literacy, and Job Seeking Skills), reviewing and revising current CTE and academic curricula to align. Important evaluation measures include: portfolio pass rate, WBL participation, NYSED CTE Program Approval, and the NWRC (Employability Credential) pass rate.

- **NYSED CTE Program Re-Approval Process:**

Four CTE programs completed the NYSED (Re-) Approval process this year: Animal Science: Large Animal Production, Cosmetology, Environmental Conservation & Forestry, and Heavy Equipment/ Diesel Mechanics

Technology. There are three programs finalizing the Re-Approval process this year: Early Childhood Education, Marine Technology, and Welding.

Components of this approval process include: self-study, curriculum review, post-secondary partnerships (articulation agreements), work-based learning opportunities, national technical assessments, and an external review. CTE programs completing this rigorous approval process provide high school students with integrated academic credit meeting graduation requirements, work-based learning opportunities, post-secondary articulated and/or dual-enrollment credit, and the opportunity to earn the CTE Endorsement Seal on their diploma. CV-TEC partners with business, industry, post-secondary and secondary school districts for continuous improvement for the CTE programs.

- **NWRC:**

Due to increasing requests from our component school districts, we have decided to pilot an NWRC administration for a cohort of juniors in the Spring 2020. The results of this pilot administration will assist in determining the feasibility for possibly shifting this assessment to all juniors in the future (depending upon student success in the pilot group). In addition to earning the nationally recognized employment credential, high school students earning the NWRC credential qualify for the NYSED CDOS Pathway approved 4+1 assessment option.

OneWorkSource Campus Highlights: Grant Status

- **Grant Status 2019-2020**

Employment Preparation Education (EPE) requested	\$409,041
HSE Test Administration	9,397
WIOA Adult Basic Education	60,182
WIOA Literacy Zone (2)	250,000
WIOA Corrections	109,971
<ul style="list-style-type: none"> • CV-TEC has received additional funding for our WIOA Corrections grant. 2019/2020 we have received an additional \$221,382. 2020/2021 our funding has increased to \$405,147. 	
Career Pathways	135,000
<u>SNAP Venture IV</u>	<u>300,000</u>
Total	\$1,494,473

- **Assembling Industry: Manufacturing and Education (AIME) Update:**

In partnership with CV-TEC, CCC and ETS, Inc. a new AIME class is scheduled to begin Nov 4, pending enrollment. Students receive credentials in:

- OSHA 10
- National Work Readiness
- AIME (Basic Electrical, Crimp, Hand & Power Tools, Mechanical Drawings, Technical Measurement) OSHA 10 & NWRC are offered at the OneWorkSource. The remainder of the eight-week course is taught at the CCC. Training culminates with an Employment Seminar at the OWS. ETS, Inc. provides two scholarships.

- **High School Equivalency Graduation Ceremony**

CV-TEC held our HSE Graduation at the Westside Ballroom on June 9, 2019. Assemblyman Billy Jones and Plattsburgh Town Supervisor Michael Cashman provided the Commencement Address.

- **Enrollment Update:**

We are providing services at Twin Oaks Halfway House, Behavioral Health Services North, Essex County Jail, Clinton County Jail, Champlain Head Start, NCCC in Ticonderoga, and the OneWorkSource Centers in Plattsburgh

and Elizabethtown. We will begin providing services at the Champlain Valley Family Services Recovery Center in Schuyler Falls October 7.

Standards & Conditions (Transition from COE)

- Between Academic Years (A.Y.) 2014-2015 and 2018-2019, CV-TEC pursued national post-secondary institutional standards through the Council on Occupational Education (COE);
- This year, CV-TEC's "**Standards and Conditions**" Planning Team will use a **Program Standards and Conditions Checklist** as a guide to achieve national, state, local, business and industry, and assessment-related standards. The Checklist features standards and conditions adopted from COE and from the New York State Education Department's CTE Program Approval Standards;
- The charge of the **Standards and Conditions Planning Team** will be to "Provide the framework for alignment to- and documentation of- CTE Programs and Courses with NYS Blueprints and National/State Industry Standards and Affiliations;"
- During the months of August and September, Planning Team members outlined a plan for each teacher to align "Joint Management Team" and "Statewide" assessments with their program blueprints, to begin the process of identifying and implementing program-specific performance assessments, and to develop syllabi for their respective programs;
- At the end of the 2019-2020 school year, one of our primary goals will be for all teachers to develop new, program-specific performance assessments to be used in conjunction with national CTE written assessments. Results from these tests will determine students' eligibility to receive prestigious CTE seals on their high school diplomas;
- CV-TEC's SDM Committee will be aligning our Professional Development (PD) efforts with our standards and conditions throughout the year as we place special emphasis on syllabi development, blueprint alignment, and the development/administration of performance assessments.

Work-Based Learning Update:

This year our focus will be to continue building industry and post-secondary partnerships to assist our students as they progress through the continuum of career preparation. Providing additional learning opportunities through our employability skills seminars and work-based learning experiences will allow our students to further develop their technical and 21st Century work-place skills.

2019 North Country Manufacturing Day

- Fourteen school districts, including CV-TEC, brought 350 students to participate in this year's event held at Clinton Community College, IAM building. Students had the opportunity to tour nine stations, including 3D Printing, Virtual Welding, Wind Turbines, and Robotics. Twelve manufacturing companies, including Nova Bus, Norsk Titanium, Plattco, Vapor Stone, Pactiv, Bombardier, Agri-Mark, IEC Holden, B3CG Interconnect USA, Johns Manville, Camso and Luminator Technology were there to give an overview of their various manufacturing companies. They discussed career pathways in these sectors, and each student got a real-life look at what it takes to succeed in this industry.



- This year we will continue with our **Career Planning Seminars**, where students will have the opportunity to conduct research, and extend that learning through employer informational sessions, professional interviews, and job shadows.
- The **Financial Literacy Sessions** will begin with a TRW Budget Project that allows students to complete a personal budget, based on a net monthly income calculated from a posted position they would be qualified for. Our graduates will take the information they learn from this project and apply it to our Mad City Money Reality Fair. We will partner again with UFirst, and our event will be held on February 27th at the Plattsburgh State University Angell Center Ballroom. We will challenge students to create and follow a realistic budget, highlighting the connection between the decisions they make with the economic consequences of those decisions.

- To add to our **Job Seeking Seminars**, we will be organizing and instituting Job Fairs by cluster area on all campuses. This event was piloted last year with the Health Careers Cluster, which included Allied Health, New Visions, LPN, and Medical Office Assisting students on both campuses. Twenty local organizations and two post-secondary institutions participated in this event. Students



had the opportunity to network with these professionals, and several students also participated in the live interviews. Several of our students received WBL and job offers from this experience.



- We are currently collaborating with over 200 members from business and industry, as well as post-secondary to keep our programs up-to-date with industry and educational standards.

These individuals are sitting on our advisory councils, presenting at our seminars, and providing WBL opportunities for our students. This year we will be hosting a **Partnership Appreciation Event** to be able to recognize our partners for their continued support of CTE, our programs, and most of all our students. Additionally, at the end of the school year, we will be coordinating a **Signing Day** to recognize our students who have gained employment in their trade area, as well as those students who have been accepted to post-secondary institutions.

Health Careers Update

- **LPN:**
 - Twenty-three students currently seated.
 - Meadowbrook Healthcare sponsoring five of their employees (full tuition and salary).
 - Increased staffing back to 10:1 ratio. Now have 2.5 teaching faculty.
 - New clinical sites this year:
 - Plattsburgh Primary Care Pediatrics
 - Skilled Nursing and Sub-Acute Units at UVM-CVPH (newly renovated)
 - Hudson Headwaters
 - Results from boards preliminarily look promising (above 90% pass rate).
 - 100% of graduates either working or pursuing RN (or both) .
 - Several Students from last year's class applying for the first LPN->RN Articulation Cycle at CCC.
- **Adult CNA:** Summer class completed, fall class running. Offering Fall, Spring, and Summer class at Main campus
- **Adult Phlebotomy:** Offering Fall and Spring Classes (Fall running now)
- **Allied Health:**
 - As of 10/4 total enrollment: 86
 - Plattsburgh: 67 (43 Yr.1, 24 Yr. 2)
 - Mineville 19 (13 Yr. 1, 6 Yr. 2)}

- New Visions:
 - North: 24 students
 - South: 14 students *Classroom at Boquet Valley this year with continued use of space at ECH and Mineville Campus for certain instruction as needed
- Recruitment:
 - College night at PSU attended
 - New PN Promotion initiative as part of LPN curriculum (student driven).
 - Symposium for Health Care Careers idea being developed

Student Services Update

Student Services 2019-2020 Goals

- Assist in Retention and Transition of Students by Providing Access to Mental Health Counseling Services
- Assist in Transitioning of Students by Providing Access to College and Financial Assistance
- Work with Home School Guidance Departments to Assist Students in Meeting Graduation Requirements.
- Work with Home School CSE Departments to Assist CV-TEC Teachers in Implementing IEPs and 504s
- Assist in Recruitment Efforts by Setting up Individual and Group Visitations for Youth and Adults
- Assist in Transitioning Students by Providing Career Counseling
- Assist in Maintaining COE Accreditation by Updating Standard #10
- Incorporate a Graduate Student Intern into the Guidance Department and Provide a Productive and Positive Experience
 - All three counselors are working with our component districts to finalize enrollment and confirm placements on all campuses
 - Collection and dissemination of all student IEP and 504 plans is currently in progress
 - Military recruiters provide regular recruiting visits to CV-TEC. We also have John Petro from Clinton Community College regularly on campus to meet with prospective students and assist them with their application process. We will also be welcoming visits from SUNY Canton, NCCS & Lincoln Tech
 - Hosted the Essex County School Counselors for the Annual Fall Meeting at the Mineville Campus
 - Participated in Plattsburgh High School's Back to School Night
 - Plans are currently underway to host the CV-TEC Annual Counselor's Luncheon at both the Plattsburgh and Mineville campuses
 - Attended NYS Conference for CTE & Career Planning for CTE Students
 - Attended Training: Understanding Gender Identity & Sexuality in Schools. In addition, collaboration with teachers and nursing staff to clarify the needs of the non-binary student population and compliance to NYS Education Law is currently in progress
 - Hosted several SUNY Plattsburgh Education and Counseling student visitations

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: November 2019
Re: Board of Cooperative Educational Services Report



Special Education Tidbits

Trauma Informed Schools



This year the focus in the Special Education Division is to be more than Trauma Informed but to be Trauma Transformed. We have contracted with Dave Melnick of the Northeastern Family Institute in Vermont to come to our school and work with the Leadership Group and a Catalyst Group to help in the process. Dave shares information and helps guide us in the process.

Through a grant with the Clinton County Mental Health and Addictions new staff was also offered PAX Good Behavior Games training in October. The PAX Good Behavior Game is a powerful evidence-based practice, consisting of proven instructional and behavioral health strategies used daily by teachers and students in the classroom. This universal preventive approach not only improves classroom behavior and academics, but also provides a lifetime of benefits for every child by improving self-regulation and co-regulation with peers.

Pink It Up in October for Breast Cancer Awareness

WAF Staff supported the Making Strides for Breast Cancer Walk by wearing pink on Fridays in October and wearing pink rings! Donations of \$110 was donated to the cause.



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.

Professional Development Activities



Professional Development for our professional staff occurs once a month after buses until 4 pm at both locations. The sessions may be offered by a guest speakers or consultants, our administration or by our colleagues. The Shared Decision-Making Committee plans the PD activities for the year and for community meeting and half days as well as full day sessions. September and October have been on Data Collection developed and offered by the administrators and Restorative Circles offered by Kim Denton, a counselor with us and a Restorative Circle Trainer. STAR Training reviewed how teachers can view “focus skills” and curriculum objectives that are needed to close the achievement gaps. The second session identified tools

for Antecedent-Behavior-Consequence, Frequency counts, and Scatter plots. These are needed to track and improve behaviors.

Mineville Open House



Mineville Open House was held on October 16th. Students decorated the outside to welcome families. Classrooms were visited, a blood bank held and a meal served to the families. They served over 120 meals. Each of the Special Ed classrooms compile a raffle basket for families visiting the rooms to put their name in for a chance to win it at the end of the night.



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.

WAF Open House

Open House was held on October 9th. Words are always hard to find to describe the atmosphere and the wonderful work the staff does to make this a success. Our new reception/security desk person, Angie Lecuyer, put it into words.

“Last night was my first CVES Open House and I left here feeling like part of something really special! So thank you all for that!

I thought the turnout was great and heard a lot of positive comments from families and staff throughout the night. The total head count for the night was right around 160 people including 18 community agencies! Everyone loved the raffle baskets and the yummy food that was served!

As hectic and challenging as the days may get, I hope you all know how much of a positive impact you have on the kiddos here! I see it every day! So know that you’re appreciated and that you make a difference! “



PBIS WAF Activities

Johnny Appleseed Activities – Chazy Orchards donated apples for the students to use in activities all about apples and Johnny Appleseed.

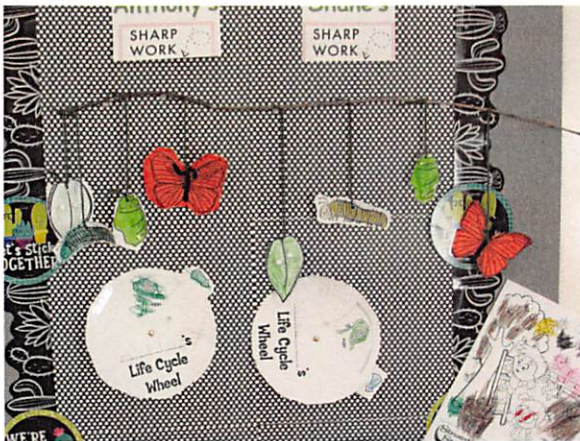


CVES MISSION

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.

Mrs. Adams' Class Monarch Butterfly Unit

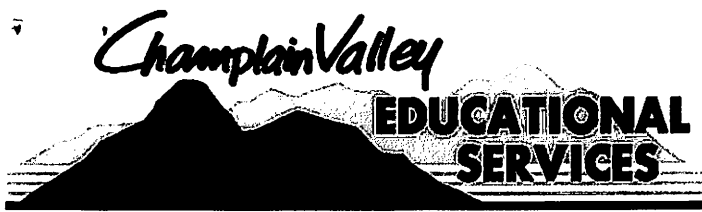
Mrs. Adams class explored the life of the monarch butterfly and watched the transformation, releasing them as the last step.



Youth Empowerment Summit



Students from the Mineville campus participated in YES: The Youth Empowerment summit at the Plattsburgh State Campus on October 15th. The vision of the summit is to educate student leadership groups on power of kindness, acceptance, and inclusion, and to provide them with the knowledge and tools to drive change within their school buildings. The Mineville campus sent a group of students and staff who will work within the Mineville campus to promote inclusive practices among the students.



SPECIAL EDUCATION DIVISION

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

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

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.

National Participation by our Curriculum Coordinator

Angelina Waldron was asked to participate in the 2019 Dynamic Learning Maps® (DLM®) Science Alignment Panel event at the University of Kansas and EdMetric, LLC staff. The training was designed to prepare her to be a panelist during the science alignment event hosted in Kansas City, Missouri. DLM paid all expenses for her participation. Angie is our trainer for Alternate Assessments, so this was an honor for her to be chosen to participate in this national event.

The training contained several components, including

- a review of the DLM science alternate assessment structure and design
- how cognitive process dimensions are conceptualized and applied in the DLM science alternate assessment
- criteria used to evaluate alignment of the assessment system, particularly in the context of cognitive process dimensions

The DLM Science Alignment Panel event provided numerous opportunities for additional professional growth, including

- participating in panel discussions that required active listening and cooperative discourse
- sharing valid and valuable insight regarding science assessment content for students with the most significant cognitive disabilities
- evaluating provided materials to make best professional recommendations in regard to review of science assessments
- providing input and suggestions for science assessment alignment

BACKPACK PROGRAM

Again, this year we are in Partnership with JCEO to provide 10 Backpack food bags for our Elementary students. JCEO packs and stores the food for our students and our carriers, Mary Lou or John, pick it up on Thursday to have it distributed on Friday for the students to take home. JCEO has also provided us with \$10 gift certificates for students not covered by the Backpack Program for local farmer's markets. We are working on a take home program for our secondary students with leftover cafeteria food to take home on the weekend. Leftover lunches or breakfasts will be frozen and sent home in containers for the weekend. This plan is still in planning stage.