

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

DATE: November 13, 2019
 KIND OF MEETING: Regular Board Meeting
 PLACE: Yandon-Dillon Center, Mineville, NY

Board Members Present:

Larry Barcomb
 Patricia Gero
 Evan Glading
 Richard Harriman, Sr.
 Thomas McCabe
 Richard Malaney
 Bruce Murdock
 Doug Spilling
 Michael St. Pierre

Board Members Absent:

Leisa Boise
 Linda Gonyo-Horne
 Donna LaRocque
 Ed Marin
 Lori Saunders
 Scott Thurber

Others Present:

Eric Bell
 Teri Calabrese-Gray
 James McCartney, III
 Michele Friedman
 Dr. Grace Stay

District Superintendent:

Dr. Mark C. Davey

Board Clerk:

Meaghan Rabideau

MEETING
TO ORDER

The Board President called the meeting to order at 6:46 p.m.

MOMENT OF
SILENCE

Dr. Davey requested a moment of silence in remembrance of Mr. Donald Cogswell, the CV-TEC Automotive Technology teacher at the Mineville campus who recently passed away. Mr. Cogswell was a dedicated teacher, who had taught for CVES in CV-TEC for the past eight years. Dr. Davey shared that Mr. Cogswell was a well-known teacher who loved his work and his students, and that he will be greatly missed by his students, colleagues and his family.

EXECUTIVE
SESSION

Mr. Murdock moved, seconded by Mr. Harriman, Sr., that the Board go into Executive Session at 6:50 p.m., for the following reasons: #4 - A matter of discussion regarding proposed, pending or current litigation; #5 - A matter of collective negotiations pursuant to article 14 of Civil Service Law (the Taylor Law); #6 - A matter of the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation; #8 - A matter of the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by the school district if such discussion publicity would substantially affect the value thereof; #9 - A matter related to a specific student of the district. All Board Members present voted yes—motion carried.

In Executive Session, the Board discussed minor language adjustments, requested by NYSED to the District Superintendent's contract amendment approved in June 2019. Jaqueline Kelleher, Esq. CVES' legal counsel from Stafford, Owens, Piller, Murnane Kelleher and Trombley, PLLC. provided a written response to President Barcomb which the Board reviewed and discussed. The Board also was provided a brief litigation update on a recently received lawsuit. Next, the Board was provided a Capital Project update on

Page 2
Board Minutes
November 13, 2019

**EXECUTIVE
SESSION
CONTINUED**

various construction and contractual matters. Fourth, a Labor Relations update was provided on the terms of the 12-Month Support Staff agreement which was reviewed prior to its proposed adoption at the Board meeting. An additional labor relations update was provided on the CVES United Professionals' tentative agreement, scheduled for a ratification vote by the Association in early December. A draft Memorandum of Agreement (MOA) was also reviewed. Next, Dr. Davey outlined the planned next steps regarding the upcoming Director of Special Education interviews that have been scheduled with two candidates and the interview committee. Lastly, several confidential personnel actions were reviewed with the Board prior to action during the business meeting. Mr. Murdock moved, seconded by Mr. Harriman, Sr., that the Board come out of Executive Session at 7:52 p.m. All Board Members present voted yes—motion carried.

**OPINIONS AND
CONCERNS FROM
THE AUDIENCE**

Mr. James McCartney and Mrs. Friedman informed the Board that Mr. Tom Aubin, CV-TEC Welding Teacher, was selected for the third year in a row to receive the \$1,000 national Harbor Freight prize. The money will be used to purchase tools and equipment for the Welding classroom.

**BUDGET
COMMITTEE
UPDATE**

The Board received draft highlights from the October 30, 2019 Budget Committee meeting for their review. Dr. Davey thanked all Committee members that attended for their feedback, and input during the Budget Committee meeting. Next, Mr. Eric Bell shared that during the meeting's divisional updates, the Committee asked questions and additional details were provided. The Committee also discussed various budget development factors including the CVES voter approved Capital Project, Tax Cap Projections (anticipated to be less than 2%), Health Insurance rates, TRS & ERS rates, and Foundation Aid. The next Budget Committee meeting will be held on December 3, 2019 at 7:00 p.m. at the Instructional Services Center, where reconciliations will be reviewed and parameters set for the 2020-21 budget.

**CAPITAL PROJECT
UPDATE**

Dr. Davey recognized Mr. Bell, the facilities team, Tetra Tech Architects & Engineers and Schoolhouse Construction for all their diligent work in bringing the project together in preparation for going out to bid. Mr. Bell then discussed several updates regarding our Capital Project including quality assurances and review this week, the current bidding timeline, and lastly, he indicated that the RFP for Wetlands Mitigation Design was sent out recently. Lastly, Mr. Bell provided an update to the ongoing mini-capital projects including both the 2019-20 waterline and exterior door project and the 18-19 fire alarm project.

**PREVIOUS
MINUTES**

Mr. Murdock, seconded by Mr. Spilling, that the Board approve the minutes of the October 9, 2019 Board meeting as presented. All Board Members present voted yes—motion carried.

**CONSENT
AGENDA
FINANCIAL**

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

**CERTIFICATION
OF WARRANT**

(8a) Approve the Certification of Warrant for September 30, 2019 to October 31, 2019 as presented.

**TREASURER'S
REPORT**

(8b) Approve the Treasurer's Report from September 30, 2019 as presented.

DONATIONS

(8c) 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.

**BUDGET
INCREASES**

(8d) 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)

**SNOW REMOVAL
SERVICES BID
AWARD**

(8e) 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.

**CONTRACTOR/
CONSULTANT
AGREEMENTS**

(8f) Approve the following Contractor/Consultant Agreements:

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)

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)

PROPOSAL

(8g) Approve the following Proposal:

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.

STANDARDIZATION
RESOLUTION

(8h) 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.

ESTABLISH
SCHOLARSHIP
FUND

(8i) 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.

SPECIAL NOTE

Dr. Davey made a special note of the Donald W. Cogswell Memorial Scholarship Fund established by the Board this evening in remembrance of the CV-TEC Automotive Technology Teacher.

CONSENT
AGENDA
PERSONNEL

Mr. Murdock moved, seconded by Mr. Harriman Sr., to approve the following Consent Agenda Personnel items 10a-10L as presented. All Board Members present voted yes—motion carried.

RESIGNATIONS
MARBUT, HARRIS,
AGUGLIA,
MARTELL,
VANALPHEN

(10a) 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.

LEAVE OF
ABSENCE SPRING

(10b) Accept the following Leave of Absence:

1. Sara Spring, Teaching Assistant, September 1, 2019 through December 15, 2019 to accept a temporary teaching position.

RESCIND

(10c) 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.

AMENDMENTS

(10d) Amend the following permanent civil service appointment approved at the October 9, 2019 meeting:

1. 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**

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

FOUR-YEAR
PROBATIONARY
APPOINTMENTS
KATZFEY

(10e) Appoint the following person(s) to a Four-Year Probationary Appointment as follows:

1. Bethany Katzfey, Teaching Assistant, Effective November 1, 2019, Annual Base Salary of \$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

Page 6
Board Minutes
November 13, 2019

period the teacher shall not be eligible for tenure at that time).

**CIVIL SERVICE
PROBATIONARY
APPOINTMENTS**

**GATES, CLARK,
AGONEY, MOORE,
FISHER**

(10f) Appoint the following person(s) to a 26-week Civil Service Probationary appointment as follows:

1. Becky Gates, Offset Print Machine Operator, Effective October 7, 2019, Annualized Salary of \$32,709 (Salary may increase once contractual agreement for 2019-20 is approved; moving from provisional to probationary).

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

1. Cody Clark, Teacher Aide/Student Aide, Effective October 21, 2019, Annualized Salary of \$16,982, Prorated Salary of \$14,336.56.

2. Heather Agoney, Teacher Aide/Student Aide, Effective November 7, 2019, Annualized Salary of \$16,982, Prorated Salary of \$13,227.19.

3. Jason Moore, Teacher Aide/Student Aide, Effective November 7, 2019, Annualized Salary of \$16,982, Prorated Salary of \$13,227.19.

4. Michael Fisher, Building Maintenance Mechanic, Effective December 2, 2019 Annualized Salary of \$31,267, Prorated Salary of \$18,279.17, (Salary may increase once contractual agreement for 2019-20 is approved).

**TEMPORARY
APPOINTMENTS
SPRING,
VANALPHEN**

(10g) Board appoint a Temporary Appointment to the following person(s):

1. Sara Spring, Special Education Teacher (Uncertified), Effective September 1, 2019 – December 15, 2019, Annual Base Salary of \$37,145 (Salary may increase once contractual agreement for 2019-20 is approved), Prorated Salary of \$13,929.35.

2. Heather Vanalphen, Special Education Teacher (Uncertified), Effective December 16, 2019 – June 30, 2020, Annual Base Salary of \$37,145 (Salary may increase once contractual agreement for 2019-20 is approved), Prorated Salary of \$23,215.65.

**TEMPORARY
GRANT
APPOINTMENTS**

(10h) 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 Flateau, Work Study Student, Not-to-Exceed 160 hours, at \$11.10/hour

**ADDITIONAL
WORK**

(10i) Approve the following Additional Work for the 2019-20 School Year:

Stipend Positions, compensation per collective bargaining agreement
Michael Drew, Building Trades/Carpentry Teacher Animal Science (pro-rated)

<u>ADDITIONAL WORK CONTINUED</u>	<u>IEP Requirements, hourly rate of pay per contract</u> Kimberley Denton, School Counselor	Not-To-Exceed 5 hours per month
	<u>Work Study Student, \$11.10/hr</u> Tia Lefebvre	Not-To-Exceed 160 additional hours
	<u>Work Readiness Instruction, hourly rate of pay per contract</u> James Phillips, P-Tech Counselor	Not-To-Exceed 189 hours

SUBSTITUTES

(10j) Approve the following list of Substitute and Temporary-On-Call appointments for the 2019-20 school year:

<u>Name</u>	<u>Position</u>
Genny Wise	Teacher Aide/Student Aide
Lisa Filangeri	Teacher
David Bender	Teacher
Kara Bouyea	Teacher
Michael Girardin	Laborer

FACILITATOR

(10k) Approve the following list of Facilitators for the 2019/20 school year:

Facilitator, (\$30.00/hr)

Ann Mazzella
Christopher Mazzella
Stephen Couture

RE-CERTIFICATION
OF LEAD
EVALUATORS

(10L) Board approve the following resolutions:

1. The re-certification of the following Lead Teacher Evaluators for the 2019-2020 school year, who have attended various CVES in-house meetings and state, regional and/or local professional development offerings, most recently Gearing Up on August 20, 2019: Bonnie Berry, Teri Calabrese-Gray, Jennifer Christiansen, Adam Facticeau, Michele Friedman, Jim McCartney, Grace Stay, Matt Walentuk, and Daniel Valenzuela.
2. The re-certification of the following Lead Principal Evaluators for the 2019-2020 school year, who have attended various CVES in-house meetings and state, regional and/or local professional development offerings, most recently Gearing Up on August 20, 2019: Bonnie Berry, Teri Calabrese-Gray, and Michele Friedman.

SEQRA
RESOLUTIONS

Mr. Murdock moved, seconded by Mr. Harriman Sr., 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."

Page 8
Board Minutes
November 13, 2019

**SEQRA
RESOLUTIONS
CONTINUED**

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.

All Board Members present voted yes—motion carried.

**2019/20
INFRASTRUCTURE
IMPROVEMENT
PROJECT
RESOLUTION**

Mr. Murdock moved, seconded by Mr. Harriman, Sr., 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. All Board Members present voted yes—motion carried.

RESOLUTION

Mr. Murdock moved, seconded by Mr. Harriman, Sr., 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. All Board Members present voted yes—motion carried.

**RETIREE
HEALTHCARE
WAIVER FORM**

The Retiree Healthcare Waiver form was reviewed by the Board for informational purposes only.

**LEAVE OF
ABSENCE LOTTIE**

Mr. Murdock moved, seconded by Mr. Harriman, Sr., that the Board approve the following leave of absence:

1. Shelby Lottie, Teacher Aide/Student Aide, unpaid leave of absence, November 18, 2019 – January 10, 2020. All Board Members present voted yes—motion carried.

**PART-TIME
APPOINTMENT
PHILLIPS**

Mr. Murdock moved, seconded by Mr. Spilling, that the Board approve the following part-time appointment for the 2019-20 school year:

1. James Phillips, P-Tech Counselor – 20%, Effective October 30, 2019, Annual Base Salary of \$52,086 (Salary may increase once contractual agreement for 2019-20 is approved), Prorated Salary of \$8,437.93. All Board Members present voted yes—motion carried.

**12-MONTH
 SUPPORT STAFF
AGREEMENT**

Mr. Murdock moved, seconded by Mr. Harriman, Sr., that Upon the recommendation of the District Superintendent, BE IT RESOLVED, that the Board ratify the Collective Bargaining Agreement by and between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the 12-Month Support Group, effective July 1, 2019 through June 30, 2023. All Board Members present voted yes—motion carried.

**STRATEGIC PLAN
UPDATE**

Dr. Davey confirmed the dates for the 2020-21 school year for Strategic Planning work with Sean Brady of Prism Decision Systems. CVES staff will participate September 23-25 & 29, 2020, and September 29, 2020 will include an evening retreat session with the CVES Board (location to be determined). Next, Dr. Davey thanked everyone for their continued support and planning. The District Planning Team (DPT) will hold their next meeting on December 2, 2019, where the DPT will provide updates of 2019-20 work underway and begin planning for the mid-year update scheduled for the February 2020 Board meeting.

**DISTRICT SUPT.
UPDATE**

Dr. Davey began his District Superintendent's update by thanking those Board members that attended the recent NYSSBA convention in Rochester, NY. Board President Larry Barcomb, and Board members Patricia Gero and Richard Harriman, Sr. each shared brief updates on their experience and important educational seminars they attended. The sessions they attended included various important topics such as dealing with trauma in schools, student suicide, student attendance at Board meetings and data protection. It was also recognized that that CVES' Communications team member Matthew Smith won an Award of Honor for the public information campaign for the CVES Capital Project, and also Megan Manson won an Award of Excellence for Overall Graphics and Design for the re-branding of the Plattsburgh City School District's logo and graphics. Dr. Davey then referenced next year's convention in New York City, NY on October 29-31, 2020. Next, Dr. Davey informed the Board that the Health Insurance Consortium Board of Directors approved the change in carrier from Excellus to Empire. There will be numerous upcoming regional informational sessions throughout the consortium that will provide information/updates on the recent changes. Third, the Board was given several SED updates and it was shared that the FEH District Superintendent Search is coming to a close with a candidate chosen. Lastly, Dr. Davey thanked everyone involved in making the Rural Schools Association Forum a huge success and that significant feedback was provided by those that attended. Lastly, the following important dates were then shared with the Board:

- 2019-20 CEWW School Boards Association Meetings
 - Thursday, November 14, 2019
 - Thursday, January 9, 2020
- Upcoming CVES/CV-TEC Board of Education Visits
 - Evan Glading, Ticonderoga CSD - Wednesday, November 20, 2019 – 6:00 p.m.
 - Bruce Murdock, Schroon Lake CSD - Thursday, November 21, 2020 – 7:00 p.m.
 - Lori Saunders, Saranac CSD - Monday, December 2, 2019 – 5:30 p.m.
 - Moriah CSD - Monday, December 9, 2020 – 6:00 p.m.

Page 10
Board Minutes
November 13, 2019

**NEXT BOARD
MEETING**

The next Board meeting will be held on Wednesday, December 11, 2019, in the William A. Fritz gymnasium at the Plattsburgh Main Campus. An anticipated Executive Session will begin at 7:30 p.m., with the monthly meeting to follow.

ADJOURNMENT

Mr. Murdock moved, seconded by Mr. Spilling to adjourn the meeting at 8:51 p.m. All Board Members present voted yes—motion carried.


Meaghan Rabideau, Board Clerk