

**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 REMOTELY VIA WEBEX ON**  
**APRIL 8, 2020, PROPOSED EXECUTIVE SESSION AT 6:30P.M. – MEETING TO FOLLOW**

Remote participants may use the following address:

<https://neric.webex.com/neric/onstage/g.php?MTID=e6a10f252fc7efdd103192b6ed4aa6154>

or participate by phone at +1-415-655-0001 United States Toll (New York City); Meeting number (access code): 471 968 237

- |           |  |
|-----------|--|
| No Action | 1. CALL TO ORDER: BOARD PRESIDENT                          |
|           | 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                             |
| Action    | 4. C-E-W-W BOCES ANNUAL MEETING                            |
| No Action | 5. OPINIONS AND CONCERNS FROM THE AUDIENCE                 |
| No Action | 6. CAPITAL PROJECT UPDATE --Dr. Mark Davey & Mr. Eric Bell |
| Action    | 7. MINUTES OF PREVIOUS MEETING                             |
|           | a. March 11, 2020 (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 (Enc. 5)   |
| Action    | e. Budget Increases (Enc. 6)                               |
| Action    | f. Memorandum of Agreement (Enc. 7)                        |
| Action    | g. Maintenance Agreement (Enc. 8)                          |
|           | 9. OLD BUSINESS  |
| No Action | a. None this month   |
|           | 10. CONSENT AGENDA PERSONNEL                               |
| Action    | a. Resignations for the Purpose of Retirement (Enc. 9)     |
| Action    | b. Resignations (Enc. 10)                                  |
| Action    | c. Leave of Absence (Enc. 11)                              |
| Action    | d. Amendment (Enc. 12)                                     |
| Action    | e. Civil Service Probationary Appointment (Enc. 13)        |
| Action    | f. Civil Service Provisional Appointment (Enc. 14)         |
| Action    | g. Permanent Appointment (Enc. 15)                         |
| Action    | h. Temporary Appointment (Enc. 16)                         |
| Action    | i. Adult Education Course Instructor (Enc. 17)             |

- Action                    j.       Substitutes (Enc. 18)
- Action                   k.       New Employee Orientation Compensation (Enc. 19)

11. BOARD OF COOPERATIVE EDUCATIONAL SERVICES

- Action                   a.       CVES Report Card (Enc. 20)
- Action                   b.       Certification of Lead Evaluator Resolution (Enc. 21)

12. NEW BUSINESS

- No Action              a.       None this month

No Action       13. STRATEGIC PLAN UPDATE -- Dr. Davey

No Action       14. DISTRICT SUPERINTENDENT’S UPDATE

No Action       15. OTHER

No Action       16. NEXT BOARD MEETING

Wednesday, May 13, 2020, at the Yandon-Dillon Center in Mineville – Proposed Executive Session at 6:30 p.m. – Meeting to follow.

No Action       17. REPORTS FROM DIRECTORS (Enc. 22)

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

April 8, 2020                      Annual Meeting – Remote Via Webex – 6:30 p.m.

### **PLEASE NOTE:**

*Some of the following events have been postponed until further notice or canceled.  
Updates will be made as information becomes available.*

April 23, 2020	Election of CVES Board Members and Vote on Administrative Budget
May 7, 2020	Clinton County School Boards Recognition Dinner – Rainbow Banquet Hall, Altona – 6:00 p.m.
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 21, 2020	NTHS Ceremony – Moriah High School Auditorium – 7:00 p.m.
<del>May 27, 2020</del>	<del>SkillsUSA Awards Banquet – Harmony Golf Club, Port Kent – 6:00 p.m.</del>
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 March 11, 2020 Regular Board meeting. (attached)

## **ENC. 2**

Recommend that the Board approve the Certification of Warrant for March 2, 2020 to March 27, 2020. (attached)

## **ENC. 3**

Recommend that the Board approve the Treasurer's Report from February 29, 2020. (attached)

## **ENC. 4**

Recommend that the Board approve the following Donations:

1. For the Student Stipend Fund:

United Way (March 2020)	38.92
Pepsi (March 2020)	114.70
<b>TOTAL</b>	<b>-     <u>\$153.62</u></b>

## **ENC. 5**

Recommend that the Board approve the following Budget:

1. Substitute Coordination budget in the amount of \$14,928 for the 2019-2020 school year for service requests from Chazy CRSD and Northern Adirondack CSD. (Co-Ser 654 – ISC)

## **ENC. 6**

Recommend that the Board approve the following Budget Increases:

1. Career and Technical Education – Job Target/Pre-CTE Program budget from \$608,267 to \$618,682 due to increased participation in Job Target/Pre-CTE classes for the 2019-2020 school year. (CoSer 115 – CV-TEC)

2. Health Insurance/Workers Compensation Coordination budget from \$206,879 to \$264,464 for the 2019-2020 school year to accommodate for additional costs due to restructuring/changes to the coordination of the Clinton-Essex-Warren-Washington Health Insurance Consortium. (Management Services - 602)

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

**DRAFT**

DATE: March 11, 2020  
 KIND OF MEETING: Regular Board Meeting  
 PLACE: Yandon-Dillon Center, Mineville, NY

Board Members Present:

Larry Barcomb  
 Leisa Boise  
 Linda Gonyo-Horne  
 Richard Harriman, Sr.  
 Ed Marin  
 Bruce Murdock  
 Lori Saunders (*left at 9:00pm*)  
 Doug Spilling  
 Michael St. Pierre  
 Scott Thurber

Board Members Absent:

Patricia Gero  
 Evan Glading  
 Donna LaRocque  
 Richard Malaney  
 Thomas McCabe

District Superintendent:

Dr. Mark C. Davey

Board Clerk:

Meaghan Rabideau

Others Present:

Eric Bell  
 Michele Friedman  
 Teri Calabrese-Gray  
 Matthew Slattery  
 Michael Horne  
 Meghan Zedick

MEETING  
TO ORDER

The Board President called the meeting to order at 6:36 p.m.

EXECUTIVE  
SESSION

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne, that the Board go into Executive Session at 6:38 p.m., for the following reasons: #4 - A matter of discussion regarding proposed, pending or current litigation; #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; and #9 - A matter related to a specific student of the district. All Board Members present voted yes—motion carried.

In Executive Session, Dr. Davey provided a confidential update on several personnel matters. Meghan Zedick, Esq., CVES' attorney from Stafford, Owens, Piller, Murnane, Kelleher & Trombley, PLLC. was present and shared a summary of two investigations she conducted. Second, several updates regarding CVES' Capital Project were given including recommendations for the awarding of numerous contracts. Next, Dr. Davey shared several BOCES health-related plan updates and provided a litigation update on a lawsuit regarding a student accident. Fifth, Dr. Davey shared an update on several pending contracts and several personnel recommendations were reviewed on the Board's agenda. Mr. Murdock moved, seconded by Mr. St. Pierre, that the Board come out of Executive Session at 7:57 p.m. All Board Members present voted yes—motion carried.

OPINIONS &  
 CONCERNS FROM  
AUDIENCE

Mrs. Saunders thanked the Board and the CVES administrative team for their support and concern during her time out. Mr. Slattery gave a brief update to the Board on his transition period since starting at CVES in early February. Mr. Slattery has been traveling to component school districts to meet with each of the CSE chairs, and also has been spending time with CVES Special Education staff and classrooms. Lastly Mr.

CONTINUED

Slattery reported that he attended Therapeutic Crisis Intervention (TCI) trainings and was able to tour the Transitions Pathways Program at Sibley Hall located on the Plattsburgh State University campus. Next, Dr. Davey shared with the Board that CVES has received a letter from DASNY with approval of a grant for \$125K, monies secured through support from Assemblyman Billy Jones for CTE Equipment purchases. Mrs. Friedman explained the process for additional paperwork that needs to be addressed and shared initial plans to use the grant money. Dr. Davey then shared an update on the COVID-19 outbreak and that important information is available on the CVES webpage. The website is a resource with numerous informational links, suggested practices in staying healthy and other important documents on containment and quarantine. CVES has been proactive and working closely with the Departments of Health in both Clinton and Essex County. Jeff Sisson, CVES' Health and Safety Risk Assessment Coordinator, is helping to provide information to component districts, parents, students and CVES staff. Dr. Davey has been getting regular updates from NYSED and as directives are being given, he is updating all key personnel and CSOs. The Board was provided several handouts on the information that is being circulated during the meeting. Succession protocols were then shared with the Board as part of the CVES Emergency Response Plan. The Board did question how to handle remote locations for future Board meetings if necessary to practice social distancing. Discussion then ensued on proposing and arranging remote meeting sites in Mineville and Plattsburgh. Lastly, Dr. Davey informed the Board that the BOCES Well Day in Albany and Skills USA Regional and States competitions have been canceled. The *I Stand Against Bullying* (ISAB) awards have also been postponed at this time.

CAPITAL PROJECT  
UPDATE

Mr. Eric Bell began by thanking the Board members for their support of the component districts to use the joint financing option for the voter approved Capital Project. He reported that BOCES across the state now no longer have the option to use DASNY for financing due to the Governor's Budget proposal. Mr. Bell then updated the Board on the Haun property purchase and that it is moving toward the final stages. Building permits have been received and on tonight's agenda, it is being recommended for the Board to award our Capital Project's contracts. It is planned that construction will begin this spring. There have been ongoing discussions on wetlands permitting and application documents completed for SED approval, which is required to begin site work. CVES' mini capital projects for the waterline and CV-TEC doors are also awaiting SED approval at this time. Summer construction remains the targeted goal to begin these projects.

Lori Saunders, CVES Board Member, left the meeting at 9:00 p.m.

PREVIOUS  
MINUTES

Mr. Murdock. moved, seconded by Mrs. Gonyo-Horne, that the Board approve the minutes of the February 12, 2020 Board meeting as presented. All Board Members present voted yes—motion carried.

CONSENT  
AGENDA  
FINANCIAL

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

CERTIFICATION  
OF WARRANT

(7a) Approve the Certification of Warrant for February 3, 2020 to February 28, 2020 as presented.

TREASURER'S  
REPORT

(7b) Approve the Treasurer's Report from January 31, 2020 as presented.

DONATIONS

(7c) Approve the following Donations:

1. For the Student Stipend Fund:

United Way (November 2019)	41.17
Pepsi (December 2019)	104.73
United Way (December 2019)	41.17
Pepsi (January 2020)	72.10
United Way (January 2020)	41.13
United Way (January 2020)	<u>38.92</u>
<b>TOTAL</b>	<b>\$ 339.22</b>

SPECIAL AID  
FUND PROJECT  
BUDGET  
INCREASE

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

1. Core Rehabilitation Service (CRS) Special Aid Fund Project Budget from \$299,652 to \$631,752, for the period of January 1, 2020 through December 31, 2020, due to anticipated additional funding in the amount of \$332,100. (Special Education)

BUDGET  
INCREASES

(7e) Approve the following Budget Increases:

1. Health, Safety, Risk Management budget from \$138,000 to \$150,500 for the 2019-2020 school year due to new state mandated testing of faucets in our school districts. (Co-Ser 608 – ISC)

2. Library Media/Services budget from \$229,240 to \$244,240 for the 2019-2020 school year due to increased purchases of databases from school districts. (Co-Ser 508 – ISC)

CROSS  
CONTRACT  
BUDGETS

(7f) Approve the following Cross-Contract Budgets:

1. Middle School Regional Summer School (RSS) – Franklin-Essex-Hamilton BOCES budget in the amount of \$3,432 for the 2019-2020 school year to accommodate for a cross contract with FEH BOCES and Northeastern Clinton. (Co-Ser 428 – ISC)

2. Staff Development – Delaware-Chenango-Madison-Otsego BOCES budget in the amount of \$10,000 for the 2019-2020 school year to accommodate for a cross contract with DCMO BOCES and Peru. (Co-Ser 514 – ISC)

3. School Improvement – Tompkins-Seneca-Tioga BOCES budget in the amount of \$6,510 for the 2019-2020 school year to accommodate for a cross contract with TST BOCES and Peru. (Co-Ser 535 – ISC)



**CROSS-  
CONTRACT  
BUDGET  
INCREASES**

(7g) Approve the following Cross Contract Budget Increases:

1. Computer Assisted Instruction – Capital Region BOCES budget from \$175,000 to \$450,000, for the 2019-2020 school year, to accommodate for increased service requests and potential service requests with Albany BOCES. (Peru) (Co-Ser 530 – ISC)
2. Smart Schools – Capital Region BOCES budget from \$71,000 to \$72,215 for the 2019-2020 school year to accommodate for cross contracts with Albany BOCES and Northern Adirondack. (Co-Ser 567 – ISC)
3. Policy Update Service – ERIE I BOCES budget from \$2,500 to \$5,100 for the 2019-2020 school year to accommodate for a cross contract with ERIE I BOCES and Boquet Valley. (Co-Ser 659 – Mgmt. Services)

**CONTRACTUAL  
BUDGET  
INCREASES**

(7h) Approve the following Contractual Budget Increases:

1. Increase the Independent Contractor/Consultant Agreement between Clinton-Essex-Warren-Washington BOCES and Bureau of Education and Research in the amount of \$400 to accommodate additional component district participants for the Best, Specially Designed Instruction Strategies to Strengthen your Co-Teaching (Grade K-12) workshop on March 9, 2020. The revised agreement value is not anticipated to exceed \$5,399. (ISC)
2. Increase the Independent Contractor/Consultant Agreement between Clinton-Essex-Warren-Washington BOCES and Endyne, Inc. in the amount of \$12,500 to accommodate component district requests for NYS mandated lead testing of public school drinking water. The revised agreement value is not anticipated to exceed \$15,500. (ISC)

**TRANSPORTATION  
AGREEMENT  
RENEWAL**

(7i) Approve the following Transportation Agreement Renewal:

1. Renewal Agreement between Clinton-Essex-Warren-Washington BOCES and Northeastern Clinton Central School District, to provide certain transportation services for students in CV-TEC programs for the period of September 1, 2019 through June 30, 2020 at a current estimated cost of \$26,060. (CV-TEC)

**NETWORK  
EQUIPMENT BID**

(7j) Award the Bid for Network Equipment to the following vendor:

CDW Government LLC of Vernon Hills, IL for (6) Cisco Meraki Cloud Managed MS120-24P Switches, (65) Cisco Meraki MR33 Cloud Managed Wireless Access Points, (5) Cisco Meraki MR42 Cloud Managed Wireless Access Points, (30) Cisco Meraki Cloud Managed MS125-48LP-Switches, (30) Cisco Meraki Enterprise 1 Year Subscription Licenses, (70) Cisco Meraki Enterprise Cloud Controller 1 Year Subscription Licenses, and (6) Cisco Meraki Enterprise 1 Year Subscription Licenses for the total bid amount of \$48,081

CONTINUED

Notes:

- 3 additional vendors submitted bids: SHI International of Somerset, NJ; Amer.com Corp of Clearwater, FL; and Aspire Technology Partners of Eatontown, NJ.
- The total bid award of \$48,081 is 85% funded through the Schools and Libraries Universal Service Support Program (E-Rate).

INTERNAL AUDIT  
REQUIREMENT  
EXEMPTION

(7k) Approve the following Resolution:

WHEREAS a mandate relief measure was enacted by New York State to exempt school districts from the requirement to maintain an internal audit function; and  
WHEREAS Education Law Section 2116-B was amended to include language relative to this exemption; and

WHEREAS the New York State Education Department Office of Educational Management Services provided guidance indicating that BOCES can also partake in this exemption and created a Certification Form for BOCES to use in order to illustrate eligibility, and has indicated that this exemption applies to the 2020-21 school fiscal year; and

WHEREAS Clinton-Essex-Warren-Washington BOCES qualifies for this exemption for fiscal year 2020-21 based on completion of this form as prescribed by NYSED; and  
WHEREAS the Audit Committee of the Clinton-Essex-Warren-Washington BOCES recommends the BOCES adopt this mandate relief measure and not conduct an internal audit for the 2020-21 school year; therefore

BE IT RESOLVED that the Clinton-Essex-Warren-Washington BOCES shall adopt the mandate relief measure and not conduct an internal audit for the 2020-21 school year.

INDEPENDENT  
AUDITOR  
APPOINTMENT/  
MANAGEMENT  
LETTER

(7L) Appoint West & Company, CPAs, PC, of Gloversville, NY, as the CEWW BOCES Independent Auditor for the 2019-20 audits (to be conducted during the 2020-21 school year) and approve the engagement letter (attached). The fee for the 2019-20 audit is \$16,500.

OLD BUSINESS

Audit Committee Meeting Minutes from the December 11, 2019 meeting were shared with the Board.

CONSENT  
AGENDA  
PERSONNEL

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

RESIGNATIONS  
FOR THE PURPOSE  
OF RETIREMENT  
BOVA, KEZAR,  
BOUDRIEAU

(9a) Recommend that the Board approve the following letters of resignation for the Purpose of Retirement:

1. Michael Bova, Power Sport Technology and Marine Technology Teacher, Effective September 1, 2020
2. Kenneth Kezar, Building Maintenance Mechanic, Effective January 18, 2021
3. Donna Boudrieau, Teacher Aide/Student Aide, Effective June 30, 2021

RESIGNATIONS  
PAQUIN, NGUYEN,  
LAVALLEY,  
MCCLATCHIE

(9b) Approve the following letters of resignations:

1. Douglas Paquin, Jr., Teacher Aide/Student Aide Effective February 26, 2020
2. Nhi Nguyen, Teacher Aide/Student Aide, Effective March 3, 2020
3. Stephanie LaValley, Account Clerk/Typist, Effective February 24, 2020
4. Katie McClatchie, Teacher Aide/Student Aide, Effective February 28, 2020

LEAVE OF  
ABSENCE  
GILL

(9c) Approve the following leave(s) of absence:

1. Surinderpal Gill, Teacher Aide/Student Aide, leave of absence February 21, 2020 through March 20, 2020.

AMENDMENTS

(9d) Amend the following 52-week Civil Service Probationary appointment that was approved at the October 9, 2019 Board meeting, with the following changes:

1. Name: Douglas Paquin Jr.  
Position: Teacher Aide/Student Aide  
**Effective Date:** October ~~16~~ **15**, 2019  
**Tentative Permanent Date:** October ~~16~~ **15**, 2020  
Annualized Base Salary: \$16,982  
Prorated Salary: \$14,677.91

Amend the Provisional Civil Service Appointment that was approved at the February 12, 2020 meeting, with the following changes:

1. Name: Giovanna Nelkin  
Position: Senior Caseworker  
**Effective Date:** January ~~24~~ **27**, 2020  
Annual Salary: \$45,000  
**Prorated Salary:** ~~\$20,076.92~~ **\$19,384.62**

(EFFECTIVE PERMANENT DATE TO BE DETERMINED UPON SUCCESSFUL COMPLETION OF CIVIL SERVICE EXAM)

FOUR-YEAR  
PROBATIONARY  
APPOINTMENTS  
SMART,  
CHRISTIAN

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

1. Leanord Smart, Vehicle Mechanical Repair Teacher, Effective February 11, 2020.
2. Margaret Christian, Teaching Assistant, Effective March 2, 2020, Annual Base Salary of \$22,218, Prorated Salary of \$8,887.20.  
(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  
TEDFORD, SMART

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

1. Nicole Tedford, Teacher Aide/Student Aide, Effective March 2, 2020, Annual Salary of \$18,000, Prorated Salary of \$7,326.63.

2. Stacey Smart, Registered Professional Nurse (Schools), Effective March 23, 2020, Annual Salary of \$42,500, Prorated Salary of \$13,387.50. (*pending fingerprint clearance*)

TEMPORARY  
APPOINTMENTS  
MERCIER

(9g) Appoint the following person(s) to a Temporary Appointment for the 2019-20 school year:

1. Frank Mercier, Security and Law Enforcement Teacher (Uncertified), Effective January 6, 2020 – June 30, 2020, Annual Base Salary of \$41,599, Prorated Salary of \$24,959.40.

TEMPORARY  
GRANT  
APPOINTMENT

(9h) Approve the following Temporary Grant appointment from February 19, 2020 - June 30, 2020:

1. Alexa Lovely, Work Study Student, not-to-exceed 160 hours, at \$11.80/hour

SUBSTITUTES

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

<u>Name</u>	<u>Title</u>
Kellylynn Watson	Bus Driver
Hannah LaFountain	Teacher
Justin Taylor	Teacher ( <i>pending fingerprint clearance</i> )

REVISED  
ADMINISTRATIVE  
PROCEDURE  
ACKNOWLEDGE-  
MENT

The Board was provided a copy of the revised Discrimination/Harassment Complaint Form (Administrative Procedure) for acknowledgement purposes only.

REVISED POLICY  
– WAIVE FIRST  
READING &  
ADOPT

Mr. Murdock moved, seconded by Mr. Harriman, Sr., that the Board Waive the First Reading and adopt the following Revised Policy:

#5010 Antidiscrimination Policy (attached)  
All Board Members present voted yes—motion carried.

REVISED  
POLICIES  
1<sup>ST</sup> READING

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne, that the Board adopt the following revised policies:

#8160 CVES District Wide School Safety Plan  
#8160.1 CVES Building Level Emergency Response Plan – Special Education/CV-TEC  
#8160.3 CVES Building Level Emergency Response Plan – Yandon-Dillon Education Center  
#8160.4 CVES Building Level Emergency Response Plan – Satellite Campus

All Board Members present voted yes—motion carried.

MEMORANDUM OF  
AGREEMENT  
BETWEEN CEWW  
BOCES & UNITED  
PROFESSIONALS  
UNIT

Mr. Murdock moved, seconded by Mrs. Gonyo-Horne, that the Board approve the Memorandum of Agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the CVES United Professionals Unit that acknowledges and agrees to add the starting salary provision for a 10-month Employment and Training Counselor. All Board Members present voted yes—motion carried.

PROPOSAL

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board accept the following Proposal:

Proposal from Ducks Unlimited, Inc. for the purpose of purchasing 1.0 Wetland Mitigation credits through its Vermont In-Lieu Fee Program to satisfy capital project wetland impacts at the Plattsburgh Main Campus. The total cost is \$174,101.00 for the required 1.0 Wetland Mitigation Credit and the transaction will be completed upon Ducks Unlimited Inc.'s receipt of full payment, verification of available credits and their letter of acknowledgement.

Be it further recommended that the CVES Board President be granted authority to enter into an agreement contract, if any, contingent upon CVES' attorney approval.

Note: No additional proposals received. Ducks Unlimited, Inc. is the sole provider for Wetland Mitigation Credits. All Board Members present voted yes—motion carried.

CAPITAL PROJECT  
BID AWARD

Mr. Harriman Sr. moved, seconded by Mr. Murdock, that the Board approve the following 2020 Capital Improvement Project Bid Awards:

Based on Tetra Tech and Schoolhouse's analysis and confirmation of the bids submitted for the 2020 Capital Improvement Project, that the Board award Base Bids plus Alternate #1, Alternate #2, Alternate #3, Alternate #4, Alternate #5, Alternate #7, Alternate #8, Alternate #9, to the following contractors and that bid Alternate #6 not be accepted. Be it further recommended that the CVES Board President be granted authority to enter into bid contracts contingent upon CVES' attorney approval.

1. General Work Contract – Murnane Building Contractors, Inc. of Plattsburgh, NY – Base Bid \$6,480,000; Alternate #1 \$196,000; Alternate #2 \$86,000; Alternate #5 \$2,400.

Note: One other contractor submitted the following bid:

Bast Hatfield Construction, LLC of Clifton Park, NY – Base Bid \$7,100,000; Alternate #1 \$182,000; Alternate #2 \$85,000; Alternate #5 \$9,000.

**CAPITAL PROJECT  
BID AWARD  
CONTINUED**

2. Electrical Work Contract – Weydman Electric, Inc. of Tonawanda, NY – Base Bid \$1,095,000; Alternate #2 (-\$3,600); Alternate #7 \$97,000; Alternate #9 \$21,500.

Note: Three other contractors submitted the following bids:

William J. Murray, Inc. of Plattsburgh, NY – Base Bid \$1,151,000; Alternate #2 \$3,000; Alternate #7 \$177,000; Alternate #9 \$22,800.

S & L Electric, Inc. of Colton, NY – Base Bid \$1,432,000; Alternate #2 \$2,400; Alternate #7 \$152,300; Alternate #9 \$37,000.

Harold R Clune, Inc., of Ballston Spa, NY – Base Bid \$1,769,000; Alternate #2 \$300; Alternate #7 \$86,000; Alternate #9 \$0.

3. Mechanical Work Contract – John W. Danforth Company of Halfmoon, NY – Base Bid \$3,281,000; Alternate #5 \$84,500.

Note: Two other contractors submitted the following bids:

L.H. LaPlante Company, Inc. of Plattsburgh, NY – Base Bid \$3,590,000; Alternate #5 \$68,000.

K & L Plumbing & Heating, Inc. of Plattsburgh, NY – Base Bid \$4,111,000; Alternate #5 \$71,111.

4. Plumbing Work Contract – L.H. LaPlante Company, Inc. of Plattsburgh, NY – Base Bid \$642,000 (no Plumbing Contract alternates).

Note: One other contractor submitted the following bid:

K & L Plumbing & Heating, Inc. of Plattsburgh, NY – Base Bid \$811,348.

5. Roofing Work Contract – A.W. Farrell & Son, Inc. of Dunkirk, NY – Base Bid \$1,867,207.

Note: Three other contractors submitted the following bids:

T.P. Monahan, Inc. of Queensbury, NY – Base Bid \$1,875,300.

S & L Roofing and Sheetmetal of Voorheesville, NY – Base Bid \$2,344,900.

Titan Roofing, Inc. of Springfield, MA - Base Bid \$2,504,000.

6. Site Work Contract – Reale Construction Company, Inc. of Ticonderoga, NY – Base Bid \$2,686,000; Alternate #3 \$44,000; Alternate #4 \$94,000; Alternate #8 \$96,000; Alternate #9 \$210,000 contingent upon wetland permitting.

Note: One other contractor submitted the following bid:

Luck Brothers, Inc. of Plattsburgh, NY – Base Bid \$3,508,400; Alternate #3 \$48,000; Alternate #4 \$40,000; Alternate #8 \$109,000; Alternate #9 \$445,000.

All Board Members present voted yes—motion carried.

**PROPOSALS**

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

1. Based on Tetra Tech Architects & Engineers' and Schoolhouse Construction's analysis and recommendation, that the Board accept a proposal submitted by Atlantic Testing Laboratories, Limited of Plattsburgh, NY for 3rd Party Inspection Services and Testing. Services will include, but not be limited to, SWPPP (Storm Water Pollution

CONTINUED

Protection Plan) and SPDES (State Pollutant Discharge Elimination) compliance, as required by the NYSDEC, for Capital Project site work. Services will take place at the Plattsburgh Main Campus, Plattsburgh Satellite Campus, and Mineville Campus.

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 QC/QA Laboratories, Inc. of Schuylerville, NY.

2. Based on Tetra Tech Architects & Engineers' and Schoolhouse Construction's analysis and recommendation, that the Board accept a proposal submitted by Atlantic Testing Laboratories, Limited of Plattsburgh, NY for Asbestos Project Monitoring Services for the Capital Project. Services will take place at the Plattsburgh Main Campus, Plattsburgh Satellite Campus, and Mineville Campus.

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: No additional proposals were received.

All Board Members present voted yes—motion carried.

MEMORANDUM  
OF AGREEMENT  
BETWEEN CEWW  
BOCES & UNITED  
PROFESSIONALS  
UNIT

Mr. Murdock moved, seconded by Mr. Harriman, Sr., that the Board approve the Memorandum of Agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the CVES United Professionals Unit in regards to the Statement of Continued Eligibility (SOCE) or subject area extension credential necessary to meet the BOCES' current placement needs. All Board Members present voted yes—motion carried.

RESIGNATION  
SISKAVICH-  
POITRAS

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

1. Bianca Siskavich-Poitras, Teacher Aide/Student Aide, effective March 4, 2020

All Board Members present voted yes—motion carried.

LEAVE OF  
ABSENCE ERO-  
ONEIL, BRINTON,  
BLAIR

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

1. Barbara Ero-O'Neil, Teacher Aide/Student Aide, leave of absence, effective March 3, 2020 – March 19, 2020.

2. Marcia Brinton, Teacher Aide/Student Aide, leave of absence, February 27, 2020 – April 27, 2020.

3. Chad Blair, Vehicle Mechanical Repair Teacher, unpaid leave of absence, effective March 12, 2020 – March 16, 2020 (2.5 days).

All Board Members present voted yes—motion carried.

TERMINATION  
BUSHEY

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board approve the following resolution:

1. Be It Resolved, that the Board terminate Angela Bushey, Allied Health Teacher (40% FTE Temporary Appointment), effective March 12, 2020.

All Board Members present voted yes—motion carried.

RESOLUTION

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board approve the following resolution:

1. Be It Resolved, the Board approve the 5-day suspension, without pay, of a probationary Teaching Assistant, effective March 12, 2020. All Board Members present voted yes—motion carried.

STRATEGIC PLAN  
UPDATE

Dr. Davey thanked the Board and the CVES team for their work in updating the District Planning Team (DPT) at our March 9<sup>th</sup> meeting. Dr. Davey shared that the Annual Survey is scheduled to be administered from April 6<sup>th</sup> – 22<sup>nd</sup>. Staff updates in each division are currently being planned. Once completed, the survey will be tallied and shared with the Board at the May 13, 2020 meeting. More information will be forthcoming on the Survey.

DISTRICT SUPT.  
UPDATE

Dr. Davey began the Superintendent's Update by reminding the Board that the 2020 Census will be delivered to everyone in the very near future. He stressed the importance of all individuals to participate so that our region is fully counted. Next, it was shared that the Clinton County School Boards dinner will be held on May 7, 2020 and our Board members were encouraged to attend. Dr. Davey will be confirming the date of the Essex County School Boards dinner with the Essex County CSOs. Next, Dr. Davey thanked Board member Richard Harriman, Sr. for attending the BOCES Advocacy (Lobby) Day. He and several other representatives from CVES were able to meet with area legislators and other Statewide representatives in Albany; our CVES team felt our Lobby Day was very successful. Dr. Davey then shared a brief Health Insurance update with the Board and reported that premium rates were approved by the Board of Directors. The approved 2020-21 rates were lower than the expected budget estimates and were approved at an average rate of 5%. Discussion then ensued about the positive effects of switching carriers to Empire. Dr. Davey then congratulated Regent Beverley Ouderkirk on her successful reappointment to the Board of Regents. Lastly, Dr. Davey provided the following upcoming events with the Board:

CVES/CV-TEC Board of Education Visits:

- Richard Harriman, Sr. Northern Adirondack CSD March 16, 2020 – 7 p.m.
- Ed Marin Beekmantown CSD April 28, 2020 – 6 p.m.

OTHER

Dr. Davey acknowledged the dedicated service of the retirees listed on the Board agenda this evening. He then indicated to the Board that there may be one potential vacant seat on the Board as of April 23, 2020. Mr. Harriman Sr. inquired about a finalized location for graduation this year. Mrs. Friedman responded that at this time they are waiting on



confirmation from Plattsburgh State University to use the Field House. Linda Gonyo-Horne reminded everyone in attendance that Woodman Life still has flags available if there is a need.

**NEXT BOARD  
MEETING**

The next Board meeting will be held on Wednesday, April 8, 2020, at the Instructional Services Center in Plattsburgh. An anticipated Executive Session will begin at 6:30 p.m., with the Annual and Monthly meeting beginning at 7:30 p.m.

**ADJOURNMENT**

Mr. Murdock moved, seconded by Mr. Harriman, Sr. to adjourn the meeting at 9:23 p.m. All Board Members present voted yes—motion carried.

Meaghan R. [illegible], Board Clerk

**DRAFT**

ENC. 2

MEMO

To: Meaghan Rabideau, BOCES Board Clerk  
Clinton-Essex-Warren-Washington BOCES  
From: Angela Jennette, Claims Auditor  
Date: March 30, 2020  
Re: Report for Board Agenda for April 8, 2020 Meeting

The following warrant claims were reviewed from March 2, 2020 to March 27, 2020:

<b>Warrant No. &amp; Date</b>	<b>Check Information</b>	<b>Gross Total Amount</b>
W #36 - 03/05/2020	*Check Nos: 230290-230390**	\$ 737,999.26
W #37 - 03/12/2020	*Check Nos: 230433-230517	\$ 838,482.07
W #38 - 03/19/2020	*Check Nos: 230518-230811**	\$ 761,494.46
W #39 - 03/27/2020	*Check Nos: 230831-230879	\$ 248,917.41

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

**IRS-EFTPS:** PR #18- Wire #941-022820- Warrant #36;  
PR #19- Wire #941-031320- Warrant #38;

**Health Ins. Monthly:** Wire #HINS032020- Warrant #37;

**NYS Promptax:** PR #18- Wire #NYS-022820- Warrant #36;  
PR #19- Wire #NYS-031320- Warrant #38;

**NYS Quarterly Sales Tax:** Wire #ST100FEB2- Warrant #38;

**Omni Financial Group:** PR #19- Wire #OMN-031320- Warrant #37;  
PR #20- Wire #OMN-033120- Warrant #39;

**NYS Office of Comptroller ERS Retirement & Loans:** PR #17&18-Wire #ERS-FEB20-Warrant #37;

**Health Insurance Consortium Payments:**

<b><u>Empire:</u></b>		<b><u>Excellus:</u></b>	
3/2/20	\$1,353,224.28	3/4/20	\$143,657.48
3/10/20	\$ 747,748.87		
3/16/20	\$1,029,934.06		
3/23/20	\$1,443,244.89		
3/30/20	\$2,326,004.82		

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

Internal Claims Auditor  
(Signature) Angela Jennette

CC: Eric Bell  
Christine Myers

Date	Warrant	Vendor #	Claim Audit Finding:	Summary Business Office Response:	Resolution/Options:
03/04/20	Pending W#36	15455	Service without Purchase Order in place.	District arranged service separately then realized that it could go under the BOCES umbrella so BOCES Aid could be generated. Purchase Order process was initiated immediately after being notified by district.	Approved for final warrant.
03/04/20	Pending W#36	13721	Missing Ok to Pay.	Will obtain Ok to Pay with division.	Removed from final warrant.
03/04/20	Pending W#36	10007	Service without Purchase Order in place.	Director thought the Open Purchase Order would cover this expense. Director will be reminded to check wording on Open Purchase Orders before having services performed.	Approved for final warrant.
03/05/20	Final W#36				\$737,999.26
03/11/20	Pending W#37	6068	Hours on Invoice do not match hours on back-up.	Will look into invoice difference.	Removed from final warrant.
03/11/20	Pending W#37	3014	Invoice is almost 7 months old. Multiple request made to get Ok to Pay from division to no avail. As a result we had to pay for items we didn't receive as the cut off to report missing items on Co-Op was 10/2019.	As this issue has happened more than once, discussion will be had with the Special Education division as to how to proceed in the future to ensure timely verification of goods received & payment to vendor.	Approved for final warrant.
03/12/20	Final W#37				\$838,482.07
03/19/20	Pending W#38	13063	Pricing of face of Purchase Order is not by Unit, invoice is per Unit.	Will make corrections.	Removed from final warrant.
03/19/20	Pending W#38	NA	Can we attach any new charges with back-up for director to sign off on regarding cross contracts with any BOCES?	For all BOCES invoices on cross contracted services, we ensure appropriate district approvals are in place before remitting payment to the BOCES. These authorizations are kept on file but copies can be attached going forward for all new charges. In some cases, additions may be routine services. These do not require separate approval for each new charge. We will not these on invoices.	Approved for final warrant.
03/19/20					\$761,494.46
03/26/20	Pending W#39	13165	Invoice date 5/22/18, missing Ok to Pay and signature sign-off. Rates don't match Purchase Order rates per copy.	Will add correct wording to Purchase Order and will get Ok to Pay from division.	Removed from final warrant.
03/27/20	Final W#39				\$248,917.41

**CLINTON-ESSEX-WARREN-WASHINGTON BOCES  
TREASURER'S REPORT - February 29, 2020**

**I. CHECKING ACCOUNTS****TD Bank - Depository**

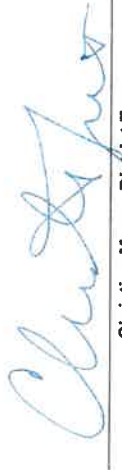
	Cash Balance January 31, 2020	Cash Receipts February	Cash Disbursements February	Cash Balance February 29, 2020	Cash Receipts Year To Date	Cash Disbursements Year To Date	Cash Balance February 29, 2020
General Fund	\$ 5,792,151.75	\$ 4,336,981.20	\$ 4,986,361.97	\$ 5,142,770.98	\$ 35,070,946.78	\$ 32,832,686.23	\$ 5,142,770.98
Special Aid Fund	\$ (679,076.13)	\$ 317,613.89	\$ 396,993.44	\$ (758,455.68)	\$ 1,125,620.73	\$ 2,011,168.30	\$ (758,455.68)
Trust & Agency Fund	\$ 463,853.33	\$ 344.62	\$ 3,959.07	\$ 460,238.88	\$ 560,054.15	\$ 201,811.06	\$ 460,238.88
School Lunch Fund	\$ (62,488.74)	\$ 27,900.40	\$ 14,397.34	\$ (48,985.68)	\$ 115,822.93	\$ 161,114.78	\$ (48,985.68)
Capital Fund	\$ (2,297,797.29)	\$ 1,647.50	\$ 222,044.72	\$ (2,518,194.51)	\$ 20,539.95	\$ 2,696,671.78	\$ (2,518,194.51)
Private Purpose Trust Fund	\$ 460.00	\$ -	\$ 460.00	\$ -	\$ 2,980.00	\$ 2,980.00	\$ -
<b><u>TD Bank - Operating</u></b>							
General	\$ 428,779.71	\$ 5,557,442.84	\$ 5,634,076.70	\$ 352,145.85	\$ 35,709,477.53	\$ 35,876,813.69	\$ 352,145.85
<b><u>SAVINGS ACCOUNTS</u></b>							
<b><u>NYCLASS</u></b>							
BOCES-Wide Capital Project	\$ 2,856,787.89	\$ 3,374.89	\$ -	\$ 2,860,162.78	\$ 1,785,348.56	\$ 293,200.00	\$ 2,860,162.78
Trust Fund Non-Expendable	\$ 11,931.33	\$ 14.06	\$ -	\$ 11,945.39	\$ 141.97	\$ -	\$ 11,945.39
Private Purpose Trust Fund	\$ 10,373.40	\$ 472.33	\$ -	\$ 10,845.73	\$ 585.29	\$ 416.40	\$ 10,845.73
<b>TOTAL CASH ON HAND</b>	<b>\$ 6,524,975.25</b>			<b>\$ 5,512,473.74</b>	<b>\$ 74,391,497.89</b>	<b>\$ 74,076,842.24</b>	<b>\$ 5,512,473.74</b>

**II. RECONCILIATION TO BANK STATEMENTS**

	February 29, 2020 Bank Balance	Add: Deposits in Transit	Less: Outstanding Checks	February 29, 2020 Cash Balance
TD BANK - MUNICIPAL CHECKING - OPERATING	\$ 619,177.51	\$ 2,535.00	\$ (269,566.66)	\$ 352,145.85
TD BANK - MUNICIPAL CHECKING - DEPOSITORY ACCOUNT	\$ 1,905,962.91	\$ 371,411.08	\$ -	\$ 2,277,373.99
NYCLASS - SAVINGS, BOCES-WIDE CAPITAL PROJECT	\$ 2,860,162.78	\$ -	\$ -	\$ 2,860,162.78
NYCLASS - SAVINGS, KEITH BROADWELL SCHOLARSHIP	\$ 698.25	\$ -	\$ -	\$ 698.25
NYCLASS - SAVINGS, JONELLE MARIE BUCK SCHOLARSHIP	\$ 699.01	\$ -	\$ -	\$ 699.01
NYCLASS - SAVINGS, JWH SCHOLARSHIP	\$ 11,945.39	\$ -	\$ -	\$ 11,945.39
NYCLASS - SAVINGS, DONALD W. COGSWELL SCHOLARSHIP	\$ 460.06	\$ -	\$ -	\$ 460.06
NYCLASS - SAVINGS, SPELLING BEE SCHOLARSHIP	\$ 2.10	\$ -	\$ -	\$ 2.10
NYCLASS - SAVINGS, CV-TEC ALLIED HEALTH SCHOLARSHIP	\$ 8,986.31	\$ -	\$ -	\$ 8,986.31
<b>TOTAL CASH ON HAND</b>	<b>\$ 5,512,473.74</b>			<b>\$ 5,512,473.74</b>

GENERAL FUND INTEREST RECEIVED 7/01/19 - 2/29/20 \$ 28,511.27  
CAPITAL FUND INTEREST RECEIVED 7/01/19 - 2/29/20 \$ 35,042.96

PREPARED BY:



Christine Myers, District Treasurer

DATED:



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

FOR THE PERIOD 02/01/2020 TO 02/29/2020

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	3,262.14	0.00	3,262.14	0.00	3,262.14
SKILLS USA - MINEVILLE	1,479.35	1,453.53	632.50	2,086.03	231.40	1,854.63
NO. COUNTRY LOGGERS	616.98	616.98	0.00	616.98	0.00	616.98
REFLECTIONS	497.64	497.64	5.50	503.14	0.00	503.14
LPN CLASS	1,171.58	2,300.01	200.00	2,500.01	0.00	2,500.01
RAZOR'S EDGE	985.07	1,179.97	0.00	1,179.97	0.00	1,179.97
SALES TAX	7.78	7.95	0.00	7.95	0.00	7.95
TOTAL	14,286.18	9,323.72	838.00	10,161.72	236.90	9,924.82



COLBY SISKAVICH, EXTRACLASROOM TREASURER

3/10/2020

DATE

02/29/2020 Bank Balance  
Add: Deposits in Transit  
Less: Outstanding Checks  
02/29/2020 Balance on Hand

\$ 9,946.22  
\$ -  
\$ (21.40)  
\$ 9,924.82

## **ENC. 7**

Recommend that the Board approve the following Memorandum of Agreement:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and The Clinton County Employment and Training Agency (CCETA) under which C-E-W-W BOCES will reimburse CCETA for professional services rendered in connection with the Supplemental Nutrition Assistance Program Employment & Training Venture IV (SNAP ET) in an amount not to exceed \$7,250. The period of the agreement is October 1, 2019 through September 30, 2020. (CV-TEC) (attached)

## **ENC. 8**

Recommend that the Board approve the following Maintenance Agreement:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and SymQuest Group, Inc. for maintenance services for (4) Konica Minolta color and black/white multifunction copiers located at the Plattsburgh Main Campus (2 at Special Education and 1 at CV-TEC) and the Plattsburgh Satellite Campus (1 at the Management Services Business Office). The agreement commences upon full installation of all copiers and will continue for a duration of 5 years, ending in 2025. Service rates are based on the total number of copies printed annually by all 4 machines and are not anticipated to exceed \$14,750 per year. (Management Services, Special Education, CV-TEC) (attached)

## **ENC. 9**

Recommend that the Board approve the following letters of resignation for the Purpose of Retirement:

1. Ann White (Schmitt), Teaching Assistant, Effective September 30, 2020.

## **ENC. 10**

Recommend that the Board approve the following letters of resignations:

1. Grace Mayhew, Special Education Teacher, Effective March 21, 2020.
2. Lucas Cross, Teacher Aide/Student Aide, April 3, 2020

## **ENC. 11**

Recommend that the Board approve the following leave(s) of absence:

1. Sara Spring, Teaching Assistant, March 2, 2020 through June 30, 2020, for the purpose of accepting a temporary teaching position.

**BOARD OF COOPERATIVE EDUCATIONAL SERVICES  
CLINTON-ESSEX-WARREN-WASHINGTON COUNTIES**

**MEMORANDUM AGREEMENT**

The Clinton-Essex-Warren-Washington Board of Cooperative Educational Services, also known as Champlain Valley Educational Services, hereinafter known as **CVES**, and the Clinton County Employment and Training Agency, hereinafter known as **CCETA**, agree as follows:

**WITNESSETH:**

**WHEREAS**, The New York State Office of Temporary and Disability Assistance has awarded a **Supplemental Nutrition Assistance Program Employment and Training SNAP ET Venture IV** contract, hereinafter known as **SNAP ET** program to the Champlain Valley Educational Services; and

**WHEREAS**, The aforesaid contract provides that **CVES** shall provide a **SNAP ET** program to the residents of the Champlain Valley Educational Services and the **CCETA**, and:

**WHEREAS**, The **CVES** desires to enter into an agreement with the **CCETA** for the performance of this project; and

**NOW, THEREFORE**, in consideration of the promises and mutual covenants contained herein it is mutually agreed by and between the respective parties as follows:

**SCOPE OF WORK:**

**CVES will:**

- Participate in SNAP ET program roll out and subsequent statewide meetings.
- Maintain participant files ensuring accuracy of documentation to support vouchering and auditing purposes.
- Maintain participant vouchering and data entry into NYS OTDA data system.
- Submit timely and accurate vouchers to NYS OTDA.
- Provide payment to CCETA for milestones achieved as per approved voucher.
- Participate in quarterly regional meetings with CCETA to review program progress and address questions and issues.

**CCETA will:**

- Assist participants in job search activities that lead to obtaining and retaining employment.
- Provide documentation to CVES as per SNAP ET milestones criteria prior to request for vouchering.

**TERM:**

The term of this agreement is for the period October 1, 2019 through September 30, 2020 unless earlier terminated under the provisions of this agreement. Job retention milestones may be vouchered until December 31, 2020 for participants obtaining employment prior to September 30, 2020.

**COMPENSATION AND MAXIMUM COST:**

In full and complete consideration of CCETA's satisfactory performance under this agreement the CVES will make payment to CCETA for allowable costs incurred in accordance with the terms of this agreement up to **\$7,250**. Should additional funding become available, this amount may be re-negotiated by both parties.

Should Franklin-Essex-Hamilton (FEH) BOCES or the Clinton County Employment and Training Agency not achieve maximum milestones for their respective Memorandum Agreements, the remaining money may be reallocated to the remaining agency/agencies.

CVES shall maintain appropriate and complete accounts, records, documents and other evidence showing and supporting all costs incurred under this agreement.

**PAYMENT:**

CCETA will submit a detailed invoice to CVES at the following address:

**One Work Source  
194 US Oval  
Plattsburgh, NY 12903**

Such invoices will be submitted monthly but must be received by CVES prior to the last day of each month:

- A) Promptly after receipt of an invoice, CVES shall, subject to the provision hereof, make payment thereon as requested by CCETA.
- B) Payment is contingent upon the CVES receipt of funds from the New York State Office of Temporary and Disability Assistance.

**TERMINATION:**

Either CVES or CCETA may terminate this agreement at any time by giving thirty (30) days written notice to the other contracting party. All payments and liability therefore by CVES shall end on the date of termination and shall include all services performed up to the date of termination.

**LIABILITY TO THIRD PARTIES:**

The parties hereto shall indemnify and hold harmless each other from all damages, claims, or liabilities to persons or property, including counsel fees and the costs and expenses to defend any legal action cause by their negligent, reckless and/or intentional acts.



**CCETA** status under this Agreement shall be that of an independent contractor and not that of any agent or employee. **CCETA** warrants and represents that it has complied with all federal, state and local laws that are required for it to perform the services set forth in this Agreement.

**CVES** will not withhold or pay on behalf of **CCETA** or any of its employees: (a) federal and local income taxes, or (b) any other payroll tax of any kind. In accordance with the terms of this Agreement neither **CCETA** nor any of its agents or employees shall be treated as an employee of **CVES** with respect to the services provided in this Agreement.

**CCETA** has no authority to enter into contracts or agreements on behalf of **CVES**. This Agreement does not create a partnership between the parties.

No change, modification, or waiver of any term of this agreement shall be valid unless it is in writing signed by both **CVES** and **CCETA**.

This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements or understanding between **CVES** and **CCETA**

**IN WITNESS WHEREOF**, this Agreement has been duly executed.

THE CLINTON COUNTY EMPLOYMENT AND TRAINING AGENCY

By: Kathy Bishop  
Kathy Bishop, Senior Employment Counselor

02/26/2020  
Date Signed

BOARD OF COOPERATIVE EDUCATIONAL SERVICES  
SOLE SUPERVISORY DISTRICT OF CLINTON-ESSEX-WARREN-WASHINGTON COUNTIES  
ALSO KNOWN AS CHAMPLAIN VALLEY EDUCATIONAL SERVICES

By: \_\_\_\_\_  
Mark Davey, District Superintendent/Larry Barcomb, Board President      Date Signed



ENC. 8

## Maintenance Agreement

Office Use Only
SymQuest Contract #
Account Manager: DREYNOLDS
Incident #: 2012326
Proposal #: 19016

**Bill To:** Clinton - Essex - Warren - Washington BOCES aka  
**Company:** CVES - Plattsburgh Campus  
**Address:** 1585 Military Turnpike PO Box 455 Accounts Payable  
**City, State & Zip:** Plattsburgh, NY, 12901  
**Phone #:** (518) 561-1010  
**Contact:** Stephanie Trombly  
**Customer PO #:**

**Install Location:**  
**Company:** See Schedule A  
**Address:**  
**City, State & Zip:**  
**Phone #:**  
**Contact:**

Service Agreements	Accept	Decline
<b>Copier/Printer Managed Print Services – Parts, toner, labor, post installation support on connected copiers/printers &amp; travel inclusive.</b>	Accept	
<b>One Rate – Parts, toner, staples, labor, post installation support on connected copiers/printers &amp; travel inclusive.</b>		Decline

*Upon Full Installation of Copiers:*  
**Commencement Date:** 1/1/2020

**For agreement pricing and machine(s) detail(s) see Schedule A**

This agreement is non-refundable and is accepted after approval by the SymQuest Group, Inc.

## Terms and Conditions

### General Terms

SymQuest Group, Inc. (hereinafter referred to as "SymQuest") by its acceptance hereof, agrees to furnish to the named customer (hereinafter referred to as "Customer") the described maintenance service on the following terms.

- After execution by SymQuest's Contract Management, the term of this Maintenance Agreement shall commence on the date shown on this Maintenance Agreement and shall initially be for a period of sixty (60) months and shall automatically renew thereafter for successive one-month periods, unless SymQuest or Customer provides thirty (30) days prior written notice of non-renewal. → X \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_
- SymQuest reserves the right to cancel this Maintenance Agreement with a fifteen (15) days prior written notice if Customer does not maintain its account current (net 30 from invoice date) with SymQuest or if manufacturer announces that the product will no longer be supported with availability of parts or supplies.
- If the Customer wishes to cancel this Maintenance Agreement before the expiration of its term, termination charges will apply. Termination charges will be equal to the current contract rate multiplied by the committed copy allowance, or the average of 12 months of actual reported clicks, whichever is greater, pro-rated for the remainder of the contract.
- Customer shall pay reasonable costs incurred by SymQuest in the collection of any amount due hereunder, in the recovery of any property pursuant to or in the enforcement of rights against the Customer, including attorney's fees, whether or not suit is brought.
- SymQuest shall not be obligated to provide services or supplies as called for in this Maintenance Agreement unless the Customer is current with all payments due to SymQuest. Customer will not withhold payment of any amounts due or otherwise call a default under this Maintenance Agreement by reason of any claim that SymQuest has failed to perform its obligation hereunder unless, Customer provides SymQuest with prior written notice of the specific alleged failure and provides SymQuest thirty (30) days after receipt of such notice to correct the alleged failure. Customer must mail this notice to SymQuest by certified mail to its address shown on the billing invoice.
- SYMQUEST SHALL NOT BE RESPONSIBLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGE INCLUDING, BUT NOT LIMITED TO, LOST PROFITS OR DAMAGES ARISING OUT OF THE USE OF THE EQUIPMENT.**
- SymQuest will not be liable for delays or inability to service caused directly or indirectly by strikes, accidents, climate conditions, parts availability, unsafe travel conditions, or other reasons beyond our control.
- SymQuest and the Customer are and shall be independent contractors to one another, and nothing herein shall be deemed to cause this Agreement to create an agency, partnership, or joint venture between the parties. Nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between the Customer and either SymQuest or any employee or agent of SymQuest.
- The parties agree to not solicit the employees of the other for employment. Except upon the payment to the other of a fee of \$50,000 by cash or certified check, neither party shall hire or accept or retain as an employee or independent contractor any employee or representative of the other who works in any capacity on any matter arising in any respect from the services provided under this Agreement.
- Each party will keep confidential any financial, statistical, business, technical, copyrighted or confidential or proprietary information of the other party which may be submitted by one party to the other (including the price paid for product and/or services, any discounts, any special payment terms, and any other negotiated terms of this Maintenance Agreement), and each party agrees to keep such information confidential by using the same care and discretion that is used with similar confidential and proprietary information of its own and will instruct its personnel to do so.

## Terms and Conditions

- 11) During the period of this Maintenance Agreement, SymQuest will maintain the equipment listed in good working condition in accordance with SymQuest service policies. Service will include unscheduled repairs requested by the customer during normal working hours (8:00am-5:00pm EST), Monday through Friday except holidays. Customer agrees to allow SymQuest access to clean, inspect or repair the equipment during hours listed above.
- 12) When, in the sole opinion and discretion of SymQuest, any in-shop re-manufacturing is necessary because normal repair and parts replacement cannot maintain the equipment in a satisfactory operating condition, SymQuest will submit a cost estimate of needed recondition which will be in addition to the maintenance charges hereunder. If the Customer does not authorize such work, SymQuest may terminate this Maintenance Agreement upon (30) days prior written notice.
- 13) If SymQuest is unable to fix a piece of equipment on site, and the machine needs to be taken off premise, a service loaner will be provided. The current contract per copy rate as indicated on the most recent service bill will apply for any copies made on the service loaner. SymQuest will make reasonable efforts to provide a service loaner that will perform the functions required. Printers do not qualify.
- 14) If after written notice by Customer, SymQuest is unable to maintain 90% uptime (as defined by SymQuest) on a multi-functional copier for three consecutive months following notice, SymQuest will replace the asset with technology of equal or greater capability at no additional cost to the Customer during the initial term of this Agreement provided that the asset has always been maintained by SymQuest. Printers do not qualify.
- 15) When, in the sole opinion and discretion of SymQuest, any previously owned Printer added to this Agreement for service purposes cannot be maintained in a satisfactory operating condition under normal repair and parts replacement, the printer will be cancelled from the Agreement and the payment and rates will be adjusted accordingly.
- 16) SymQuest may inventory, at Customer's location, toner cartridges and supplies for equipment under this Agreement. Inventory toner cartridges and supplies are the property of SymQuest and must be returned at the conclusion of the Agreement. Customer agrees that failure to return any toner cartridge shall result in a cost per copy charge in the amount of the full yield of each unreturned cartridge.
- 17) The following services are not included or covered under this Maintenance Agreement, and any services rendered for such causes shall be billable: a.) Preparation for relocation of equipment, actual relocation or installation of relocated equipment; b.) Installation or removal of accessories or attachments; c.) Installation of any consumable item including, but not limited to paper, toner, staples, or any other consumable item referred to in the equipment operator's manual; d.) Repairs made necessary by (may result in termination of Agreement); (i) service or alterations performed by another organization; (ii) Electrical conditions external to the equipment that are inadequate or out of manufacturer's specifications; (iii) Customer's failure to provide and maintain an operating environment that is clean and/or within temperature and humidity specifications; (iv) Failure of customer to operate the equipment in accordance with the instructions contained in the operator's manual, accidents, neglect, misuse, failure of air conditioning, electrical power, power surges, strikes, water damage or flood; (v) Operator inefficiency or misuse as determined solely by SymQuest, including, but not limited to improper changing or loading of paper, toner, or other supplies or peripheral attachments.
- 18) Customer shall provide a suitable place of installation as specified by SymQuest in accordance with United Laboratories and/or manufacturer's specifications, for electrical service, and machine clearances (for adequate operating and serviceability). Floor surface must be stable and level.
- 19) Remote Monitoring: SymQuest will deploy a remote monitoring probe to gather all meter reads (for connected devices managed by SymQuest), information on error codes, and automatic toner shipments, all of which is covered in this Agreement. Customer agrees to maintain 95% uptime on server/pc hosting the remote meter collection software called Sentinel. For efficient and electronic meter reading, SymQuest utilizes specialized software that reports current meter readings on SymQuest print devices connected to Customer's Network. Customer agrees that meters may be assessed and reported in this manner.
- 20) SymQuest shall support and service external and/or connected accessories, peripheral products or software packages to the copier/printer as supported by the product vendor. This includes: a) vendor's system software; b) calibration and maintenance for such accessories and devices (customer may incur vendor technical support charges for additional support); c) addition of device drivers to client workstations; d) SymQuest supported solution with active vendor maintenance agreement; e) upgrades and/or maintenance pertaining to copiers, software, or print drivers as needed to resolve performance issues; and f) print performance troubleshooting.
- 21) The following services are not included, but can be provided as a billable service at the then prevailing connectivity labor rate (plus any applicable travel time): a) 3rd party printing application support; b) support due to network or hardware upgrades or changes that result in loss of connectivity; c) application version upgrades not related to performance issues; d) support due to incompatible or corrupt print files; e) support for connected devices not managed by SymQuest; f) support for performance issues not related to covered devices; and g) advanced color matching/training.

### Copier/Printer Managed Print Services (If elected on page 1)

- 22) If remote monitoring is inoperative, or a copier/printer is not connected to remote monitoring, Customer will provide SymQuest with true and accurate meter counter readings. It is the Customer's responsibility to report meter readings to SymQuest in the time frame specified in the meter bill cycle field and coinciding with the commencement date of the Agreement. Meter readings not received by the date listed will be estimated, and customer agrees to pay invoices for estimated usage.
- 23) ~~SymQuest reserves the right to adjust the service rate without notice. Service rates are based on 6% toner fill per page for black & white and 20% toner fill per page for color, using SymQuest brand toner. SymQuest may charge a Supply Freight Fee to cover costs of shipping supplies.~~
- 24) Client agrees to register all Konica Minolta copiers and printers, Kyocera-Mita copiers and printers and Hewlett Packard printers with SymQuest as they are installed in Client's production environment.
- 25) Client agrees to have SymQuest include all copies/prints made from the Konica Minolta copiers and printers, Kyocera-Mita copiers and printers and Hewlett Packard printers within Client's production environment in the monthly billable calculation.

### One Rate (If elected on page 1)

- 26) SymQuest reserves the right to adjust the service rate up to 10% per year after the initial term of the agreement without notice. Service rates are based on 6% toner fill per page for black & white and 20% toner fill per page for color, using SymQuest brand toner.

### Customer:

Customer Name (please print)

Title

Customer Signature

Date

### SymQuest Group, Inc.:

SymQuest Group, Inc. Contract Manager (please print)

SymQuest Group, Inc. Contract Manager Signature/Date



## Schedule A - Service Only

Purchase Option	N/A	Customer Name	CVES - Plattsburgh Campus	Office Use Only
Agreement Term in Months	60	Bill meters through lease?	N/A	SymQuest Contract #
Total Maintenance Payment	\$1,228.80	Base Frequency	Monthly	Application Number
Total Payment	\$1,228.80	Meter Frequency	Quarterly	Account Manager: dreynolds
Invoice Structured	Itemized	# of Pools	2	Incident #: 2012326 - 19016

Notes: Rates are Fixed for 5 Years

Summary of Pool Payments							
*Allowances are shared for all machines in pool*							
Pool Name	Asset #'s sharing allowance	Monthly Allowance	Monthly Overage Rate	Monthly Maint. Payment	Monthly Base Service Fee	Monthly Total Payment	Notes
Black Pool	2, 3, 4, 5	52,000	0.00440	\$228.80	\$0.00	\$228.80	
Color Pool	2, 3, 4, 5	25,000	0.04000	\$1,000.00	\$0.00	\$1,000.00	
Totals:				\$1,228.80	\$0.00	\$1,228.80	

Breakdown of Pool Payments with Machine Information							
Asset #	Device Dept	Tag #	Model #	Serial #	Sentinel (y/n)	Start Meters B/W	Start Meters Color
2	CVTECH Office		KON-C659		Y		
Device Address		1585 Military Turnpike CV Tech Plattsburgh Campus Plattsburgh NY 12901					
Contact Name		Stephanie Trombly		Contact Email		Trombly_Stephanie@cves.org	
3	SPED Office		KON-C659		Y		
Device Address		1585 Military Turnpike Plattsburgh Campus Plattsburgh NY 12901					
Contact Name		Stephanie Trombly		Contact Email		Trombly_Stephanie@cves.org	
4	SPED Art Room		KON-C659		Y		
Device Address		1585 Military Turnpike Plattsburgh NY 12901					
Contact Name		Stephanie Trombly		Contact Email		Trombly_Stephanie@cves.org	
5	Main Office		KON-C4501		Y		
Device Address		518 Ruger St. Plattsburgh NY 12901					
Contact Name		Stephanie Trombly		Contact Email		Trombly_Stephanie@cves.org	

This Schedule A is hereby verified as correct by the undersigned Customer, who acknowledges receipt of a copy.

Customer Signature

Date

Customer Print Name

Title

Contract Signature: SymQuest

Date

## **ENC. 12**

Recommend that the Board amend the leave of absence that was approved at the March 11, 2020 Board meeting, with the following changes:

1. Barbara Ero-O'Neil, Teacher Aide/Student Aide, leave of absence, effective March 3, 2020 – March ~~19~~ **15**, 2020.

## **ENC. 13**

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

1. Name: Matthew Smith  
Position: Communications and Publications Coordinator  
Effective Date: March 25, 2020  
Tentative Permanent Date: September 24, 2020  
Annual Salary: \$60,372

## **ENC. 14**

Recommend that the Board appoint the following person(s) to a Civil Service Provisional Appointment as follows:

1. Name: Kristena Hebert  
Position: Employment & Training Counselor  
Effective Date: April 6, 2020  
Annual Salary: \$40,000  
Prorated Salary: \$9,538.46

(EFFECTIVE PERMANENT DATE TO BE DETERMINED UPON SUCCESSFUL COMPLETION OF CIVIL SERVICE EXAM)

## **ENC. 15**

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

1. Gabrielle Dion, Account Clerk/Typist, Effective April 9, 2020
2. Amy Keech, Teacher Aide/Student Aide April 10, 2020

## **ENC. 16**

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: March 2, 2020 – June 30, 2020  
Certification Status: Uncertified  
Annual Base Salary: \$41,599  
Prorated Salary: \$ 16,639.60

## **ENC. 17**

Recommend that the Board approve the following Adult Education Course Instructor for the 2019-20 School Year:

Adult Education (\$28.00/hr)

Dylan Limlaw

## **ENC. 18**

Recommend that the Board approve the following substitutes and temporary on call for the 2019-20 School Year:

<u>Name</u>	<u>Title</u>
Kylee Gonyea	Teacher
Frederick Nydeggar	Teacher
Frederick Nydeggar	Teacher Aide/Student Aide

## **ENC. 19**

Recommend that the Board approve the following list of employees to receive compensation for attending the CVES New Employee Orientation on March 12, 2020:

Hourly Rate Per Contract

Dalton Castine, Adult Literacy Teacher

Employee Hourly Rate of Pay

Giovanna Nelkin, Senior Case Worker

## **ENC. 20**

Recommend that the Board approve the following Lead Evaluator Certification resolution:

Be it resolved that Mr. Matthew Slattery is hereby certified as a Qualified Lead Evaluator of classroom teachers and building principals having successfully completed the following training requirements prescribed in 8 NYCCR §30-2.9(b):

- (1) The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions;
- (2) Evidence-based observation techniques that are grounded in research;
- (3) Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCCR §30-2.2;
- (4) Application and use of the State-approved rubrics selected by the BOCES for use in the evaluation of classroom teachers, including training on the effective application of such rubric to observe a classroom teacher's practice;
- (5) Application and use of the assessment tools that the BOCES utilizes to evaluate its classroom teachers, including, but not limited to, structured portfolio reviews, professional growth goals\*, school improvement goals, etc.;
- (6) Application and use of the State-approved locally selected measures of student achievement used by the BOCES to evaluate its classroom teachers;
- (7) The scoring methodology utilized by the Department and the BOCES to evaluate a classroom teacher under 8 NYCCR §30-2, including (a) how scores are generated for each subcomponent and the composite effectiveness score of classroom teachers, and (b) application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of classroom teachers and their subcomponent ratings; and
- (8) Specific considerations in evaluating classroom teachers of English language learners and students with disabilities.

## **ENC. 21**

Recommend that the Board approve the CVES Report Card as presented at the Annual Meeting.



ENC. 22

**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.*

**MEMORANDUM**

**TO:** Dr. Mark Davey  
**FR:** Teri Calabrese-Gray *TCG*  
**DA:** March 28, 2020  
**RE:** April 2020 Board Report

**UNPRECEDENTED TIMES CALL FOR AN EXTRAORDINARY BOARD REPORT**

The Instructional Services Center is doing everything possible to continue providing high-quality programs and services to CVES and our 16 component districts and county agencies. I am proud to report that **MaryLou Burl** and **Brian Rabideau** are providing daily mail pick-up and delivery, including student packets from our Mineville and Plattsburgh campuses. Our main entrance is serving as a universal pick-up and drop-off site. Thanks to **Alex St. Pierre** and the technology department, **Brandon Johnson** and **Joe Lamoy**, who were able to utilize our office phones from home and assist all employees getting up and running from home so they can continue to complete their duties. They are currently supporting over 175 devices. **Angela Jennette** and **April Miner** are able to answer our phones from home during normal business hours so anyone who is trying to connect to a CVES employee, is able to do so, and not simply go to voicemail or no answer at all. **Amanda Zullo** and **Susanne Ford-Croghan** have done an outstanding job adding to our [Online Learning and Educational Resource](#) page and scheduling webinars based on the needs of our North County teachers. **Matt Walentuk** and **Shelly Manchester** are continuing to support their constituents and engaging in proactive conversations as to what can be done and offer possible alternatives. Our Print Shop is up and running because of our two dedicated operators, **Kim Wimett** and **Becky Gates**. Jobs are continuing to come in and we are still able to deliver. **Sue Lefebvre** is working the phones and updating database needs, along with directing district personnel to additional resources available through the School Library Systems. **K'Cee Leavine** has been doing yeoman's work in conjunction with **Julie Holbrook** to support our special education students and participating component school districts utilizing the school lunch program. They are helping to prepare and deliver food to component school districts, assuring our parents that their child is receiving the proper nutrition. The Communications Team has been extremely busy keeping up with district requests, as well as our own. **Matt Smith**, **Megan Manson**, **Eddie Vega**, and **Kaila Inman** are constantly updating our website, assisting with media events, drafting press releases, and posting to our social media and Facebook pages. **Jeff Sisson** has been working closely with Clinton and Essex County



Health Departments, superintendents and supervisors of transportation and building and grounds. He is constantly updating us on the current status and insuring that we are all taking the necessary precautions to keep ourselves and our employees safe. There is no rest for the weary at the Instructional Services Century – I cannot be more proud!



**February 7, 2020** – Dr. Mark Davey shared a [joint letter](#) issued by the NYS Education Department Commissioner and the NYS Department of Health Commissioner regarding the Coronavirus with all CVES administrators and then forwarded the letter to all CVES staff on February 10, 2020.



**Department  
of Health**

**HOWARD A. ZUCKER, MD, JD, COMMISSIONER**



New York State  
**EDUCATION DEPARTMENT**  
Knowledge > Skill > Opportunity

**SHANNON L. TAHOE, COMMISSIONER**

February 5, 2020

Dear School Administrators:

Recently, a new coronavirus called 2019 Novel (new) Coronavirus (2019-nCoV) was detected in Wuhan, Hubei Province, China that has not been previously found in humans. This coronavirus can lead to fever, cough and shortness of breath. There are thousands of confirmed cases in China, including cases outside of Wuhan. Additional cases are being identified in a growing number of countries, including the United States.

This letter is to provide guidance to schools in light of this new virus as well as federal guidance recently issued from the Centers for Disease Control and Prevention (CDC). Schools should share this information with their school nurses and directors of school health services (aka medical directors).

**February 10, 2020** – Drafted and shared a [Letter to Parents](#) with all directors and building administrators to distribute to students by the end of the day.

Dear Parent/Guardian,

February 10, 2020

A new coronavirus called 2019 Novel (new) Coronavirus (2019-nCoV) was first found in Wuhan, Hubei Province, China. This virus had not been found in humans before. This coronavirus can lead to fever, cough and trouble breathing or shortness of breath. There are thousands of diagnosed cases in China and new cases being diagnosed in a number of countries including the United States.

### What do we know?

Since this virus is very new, health authorities continue to carefully watch how this virus spreads. The Centers for Disease Control and Prevention (CDC) is working hard to learn as much as possible about this new virus, so that we can better understand how it spreads and causes illness. The CDC considers this virus to be a serious public health concern. Based on current information the CDC recommends avoiding travel to China. Updated travel information related to 2019-nCoV can be found at <https://wwwnc.cdc.gov/travel/notices/warning/novel-coronavirus-china>.

### How Does 2019 Novel (New) Coronavirus Spread?

Health experts believe the virus probably spreads from animals to humans and from person to person. It's not clear yet how easily the virus spreads from person-to-person. The 2019 Novel Coronavirus (2019-nCoV) is not currently a concern for the general public and is not actively circulating among New Yorkers at this time. Therefore, there is no need to cancel school or social events, and there is no need for students or school staff to wear surgical masks at school.

**March 2, 2020** - Met with Michele Friedman and Matt Slattery to discuss the development of Continuity of Instruction Plans for each division in case we were forced to close our schools due to COVID-19. We decided to use Microsoft Teams as our primary, digital instructional platform, along with apps special education students already use. Staff will use Microsoft Teams and Cisco WebEx for staff and administrative meetings. Zoom is being used to deliver professional learning for educators regionally as well as across the state.

**March 2, 2020** – Jeff Sisson provided an email update to all CVES staff regarding what the CDC and other leading experts know and don't know about the Coronavirus.

Hello everyone.

I know that many of you have questions and concerns relating to the novel coronavirus, COVID-19. However, there is still much that is not known about the virus. This lack of understanding is apparent when reading informational material(s) on the CDC or other public health websites. There are few facts that are shared without some sort of *qualification*. For example, statements such as: *The virus is thought to be spread mainly from person-to-person* (CDC, 3/1/20), or *It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes, but is not thought to be the main way this virus spreads* (CDC, 3/1/20). The virus is simply too new to know with any certainty how it is transmitted, how easily it is spread from person-to-person, or the severity of the illness that it causes, etc. The longer we have to study and observe this virus, the more specific and detailed information we will have.

COVID-19 is thought to be spread between people who are in close contact with one another (within about 6 feet), and through respiratory droplets that are produced when an infected person coughs or sneezes (CDC, 3/1/20). These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs (CDC, 3/1/20). This is the same way that pertussis, the seasonal flu, and the common cold are spread. We in the school community have been teaching and practicing the healthy hygiene behaviors to combat these illnesses for over 10 years now. These healthy behaviors include:

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash. If no tissue is readily available, cough or sneeze into your shoulder or elbow.
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water is not available, use an alcohol-based hand sanitizer with at least 60% alcohol (CDC, 3/1/20).

One of the ways that countries and municipalities are attempting to limit the spread of this illness, is by limiting community interaction(s). The idea is to interrupt the virus' ability to spread by restricting its access to another possible host. If the COVID-19 does make its way to our region, and it continues to be as severe as it been in other parts of the world, we could expect to see the same sort of restrictions, closures, and quarantines. The CDC, NYSDOH, and the local county health departments are the entities that have the power to make those types of decisions. If the NYSDOH directs NYS schools to close for a period of time, then the schools will close. We need to at least be aware that these response actions are a possibility.

**March 3, 2020** – Met with the ISC Communications Team to begin to brainstorm and develop a website regarding COVID-19. Jeff Sisson provided a variety of local, state and federal links to serve as an informational page for the public. We shared the draft with Dr. Davey and he provided additional resources shared from SED and the CDC.



- Talking to Students About COVID-19
- CVES District Superintendent's Letter to Parents & Guardians
- Centers for Disease Control (CDC) Coronavirus Info
- NYS Department of Health's (DOH) Coronavirus

## COVID-19 Coronavirus Information

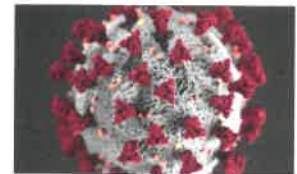
As of today, neither CVES nor any of our 16 component school districts have a confirmed or suspected case of COVID-19. However, CVES and all our component district superintendents are working together and each taking necessary precautions to keep our students – your children, and staff safe as we continue to learn more about this virus and work collectively to face this health challenge in our schools.

CVES is monitoring the status of our schools and region by working closely with the Clinton and Essex County Health Departments, the NYS Department of Health (DOH), and the NYS Education Department (NYSED) as well as keeping in close communication with our area school districts with whom we share our students. We are proud of our regional school district's staff and administrators' commitment and proactive response to keep our school environment safe and focused on maintaining a healthy learning environment each day.

CVES has organized a meeting for all 16 component school districts and the Clinton and Essex County Health Departments to coordinate our efforts to keep the community safe and up-to-date on the situation. CVES will be updating this website continually with any local and NY State developments regarding COVID-19.

All local school districts are implementing preventative measures such as increased hand washing

Symptoms of COVID-19



Reported illnesses have ranged from mild symptoms to severe illness and death for confirmed coronavirus disease 2019 (COVID-19) cases.

The following symptoms may appear 2-14 days after exposure.\*

- Fever

**March 5, 2020** – Brainstormed with Amanda Zullo and Susanne Ford-Croghan on the development of a website for teachers and parents, we decided to call it the [Online Learning & Educational Resources](#) page. We would work on it and go live if there were school closures in our region.

**March 6, 2020** – Attended a Superintendent Summit at Beekmantown CSD to wrap our heads around the Coronavirus and potential impact on facilities, instruction and transportation.

**March 9, 2020** – The New York State Education Department and the State Department of Health issued [updated guidance](#) to school and community health officials regarding the novel coronavirus (COVID-19), which included the **requirement for schools to close for 24 hours if a student or staff member attended school prior to being confirmed as a positive COVID-19 patient**. When a student or staff member attended school prior to being confirmed as a COVID-19 case, New York State Department of Health requires an initial 24-hour closure, in order to begin an investigation to determine the contacts that the individual may have had within the school environment. The guidance provided an update on measures needed to respond to the COVID-19 outbreak as well as recommended non-pharmaceutical interventions and community containment measures that may be useful to reduce disease transmission in schools including a checklist for schools to assist in planning. Also, SED announced their [Dedicated Webpage Established for School Resources Related to COVID-19](#).

**March 9, 2020** – CVES went live with our [Coronavirus Informational](#) page.

**March 10, 2020** – The Clinton County Health Department requested a Joint Information Committee (JIC) Update from each of the members. We submitted ours on behalf of CVES and our 16 component districts.

Event:  Week of:

**Purpose:** The virtual JIC allows agencies and groups to routinely and collectively update local media during a crisis or emergency. Participation in the JIC does not prevent participating organizations from releasing their own information to the media, however, other JIC partners should be notified of such releases.

Email your completed form to: [karen.derusha@clintoncountygov.com](mailto:karen.derusha@clintoncountygov.com) **Note: this contact may change.**

Person Completing Form:

Agency Represented:

Contact Number:  Email:

#### Status Update and New Developments

Incident status change since last update (e.g. # affected, areas impacted):

CVES and its 16 component public school districts continue to monitor events and are operating under normal conditions. Many schools are assessing school-sponsored trips and large public gatherings on a case-by-case basis, and there have been some cancellations. We are in regular communication with the Clinton County Health Department and other local and state agencies, such as the Essex County Department of Health.

National/State/Local Directives (ongoing, changes or n/a)

CVES is following guidance issued from the CCHD, ECDH, NYSDOH, NYSED and CDC regarding recommended actions to take to reduce exposure to potential illnesses.

**March 10-11, 2020** – Dr. Davey, Eric and I met with the Special Education division in Plattsburgh, Mineville campus staff, CV-TEC division at the Plattsburgh campus, and ISC/Management Services/District Office staff to update them on current status of COVID-19, update on facilities and actions being taken by O&M, and planning for possible short- or long-term school closure. We stressed the importance of being connected and having the ability to work remotely, as well as utilizing the resources we have gathered to date.

**March 11, 2020** – The Clinton County Health Department scheduled an impromptu Clinton County Multi-Agency Coordination Preparedness Group (CCMAC) meeting at 9:30 am. This meeting was scheduled to discuss Coronavirus planning across all agencies across the county. Dr. Davey, Jeff Sisson and I attended the meeting. We received an update on the current status of DOH, Emergency Services, Border Patrol, New York State Police, SUNY Plattsburgh, Plattsburgh City Police and Fire, Sheriff's Department, Office of Mental Health, CVPH, Department of Social Services, Transportation, Plattsburgh International Airport, and other agencies. The purpose was to determine preparedness and identifying any immediate needs.

**March 12, 2020** – The majority of the CSO meeting focused on the coronavirus and both Clinton and Essex County Department of Health representatives were able to attend. It was evident that both counties were on heightened alert and advised everyone to limit large attendance at events. Also, there was a lot of discussion regarding sectional athletic events and whether teams should travel to other parts of the state.

**March 12-13, 2020** – Faculty and staff in both the CV-TEC and Special Education divisions worked feverishly to develop their continuity of instruction plans, as well as receive training on the various platforms that would be utilized during the closure. Several teachers led the various training sessions.

**March 13, 2020** – The New York State Education Department issued [updated guidance to school officials regarding the Novel Coronavirus \(COVID-19\)](#) to provide as much flexibility as possible to districts affected by closure related to COVID-19 in many areas, including accountability and test administration. The updated guidance outlines measures for schools in several areas including:



- **Continuity of Learning:** All education stakeholders should consider the effects of significant absences on student achievement and establish plans that not only ensure health and safety, but also consider continuity of learning to the extent feasible and appropriate. New York State schools must consider the needs of all students and strive to ensure that any plans for continuity of learning are equitable and available to all students. [Guidance from the USDOE's Readiness and Emergency Management in Schools Technical Assistance Center](#) provides the continuity of learning key considerations such as: Designing for Unique Needs of All Students, Supporting System Orientation/Preparation, Ensuring Accessibility (Districts considering online learning will need to ensure that the means used complies with all applicable laws, including the Family Educational Rights and Privacy Act and Education Law S. 2-d, and Section 508 of the Rehabilitation Act), Preparing for Short- and Long-Term School Closures, Earning Course Credit and Meeting Unit of Study Requirements, Admission to Regents Examinations, Special Education Programs [USDOE Guidance \(Questions and Answers on Providing Services to Children with Disabilities During the Coronavirus disease Outbreak – March 2020\)](#), Child Nutrition Services, 180-Day Requirements, and School Board Meetings: Open Meetings Law.

**March 13, 2020** – Governor Andres Cuomo issued an executive order, [Governor Executive Order No. 202.1](#), containing the language:

“Suspension of law to allow waiver of requirements necessary for apportionment of school aid:

- Section 3604(7) of the Education Law, to the extent consistent and necessary to allow the commissioner to disregard such reduction in the apportionment of public money due to a failure by a school to meet the instructional requirements proscribed within this section due to the properly executed declaration of a local state of emergency as defined within sub-section (i), a school is directed to close by a state or local health official or following a properly executed declaration of a state of emergency as defined within sub-section (i), limited to the extent that those specified schools are unable to make up missed instructional days.”

Pursuant to [Governor Executive Order No. 202.1](#) issued 3/13/2020, the Open Meetings Law requirements for school board meetings have been temporarily modified, for through April 11, 2020, as such:

“Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed.”

**March 13, 2020** – Dr. Davey sent out an email to all staff thanking everyone for their work to prepare for possible short- or long-term school closures. Although nothing can ever replace a teacher, these efforts may greatly benefit all our students. CVES increased the frequency and intensity of disinfecting high traffic areas and commonly used surfaces across all our campuses. He emphasized to everyone the importance of preventing the spread of germs in our facilities and remind students on the importance of proper hygiene. He shared that CVES is taking precautionary measures for all students and staff, and he suspended field trips and conference travel effective immediately.

**March 15, 2020** – CSO meeting to discuss school closures based on other regions of the state taking similar action. John Kanoza of Clinton County and Linda Beers of Essex County both agreed with a school closure based on lack of tests in the region and their capacity to trace once they have a confirmed case. Also, Dr. Davey worked the phones to talk to the leaders of both county governmental agencies. Essex County had declared a State of Emergency last week and Clinton County was doing the same. Based on the fact that State of Emergencies were declared in both counties and both County Health Department Directors were emphatic that our schools should close, and going to write a letter directing us to do so, it was unanimous to close schools until April 20. The driving force was to flatten the curve and slow down the spread.



**March 15, 2020** – As a result of the emergency CSO meeting, I sent out a robocall to all staff and students/parents, notifying them of the school closure. Dr. Davey emailed a [press release](#) to all staff notifying them that only CVES staff are to report to work on Monday, March 16, 2020. No students will attend. He thanked our Clinton and Essex County Departments of Health who worked with us very closely recently and strongly recommended closing our schools to prevent the virus spread. All the superintendents were in unanimous agreement on the closure of our schools until the end of April break, returning on Monday, April 20, 2020.

**FOR IMMEDIATE RELEASE**

March 15, 2020 — Plattsburgh, NY

***From the Office of Dr. Mark Davey, District Superintendent of Champlain Valley Educational Services:***

Champlain Valley Educational Services BOCES and its 16 component school districts unanimously decided to close schools immediately until at least April 19, 2020. The districts, in collaboration with the county Health Departments, will remain in regular communication to assess the situation.

These are uncertain times, and the challenges which we collectively face are new and ever-changing. At the onset of this pandemic, the guidance for public schools in New York State directed that school closure would be decreed by either local public health officials, the Commissioner of Education, or the Governor, following any affirmative COVID-19 test results. More recently however, in an effort to proactively limit the spread of this virus, school districts and BOCES regions have begun announcing preemptive closures. **CVES BOCES and its 16 school superintendents met with local public health officials this morning and decided unanimously to close all schools in the Champlain Valley Educational Services BOCES region effective immediately. The directors from both county health departments strongly recommended this measure.**

An extension of this closure is certainly possible, and discussion with local public health officials will continue. Any change in duration of this closure will be communicated to you as soon as possible. This closure will encompass the April school recess.



**HEALTH  
DEPARTMENT**  
Public Health Unit

DIRECTOR OF PUBLIC HEALTH- Linda Beers, MPH  
DIRECTOR OF PREVENTIVE SERVICES Susan Allott, MSN

March 15, 2020

To: Dan Palmer, County Manager / Shaun Gilliland, Essex County Board Chairman / Essex County School Superintendents / CEWW BOCES Superintendent  
From: Essex County Board of Health  
Re: COVID-19 School Containment and Mitigations Efforts  
Date: Effective immediately through April 20, 2020

As you are aware, the virus that causes COVID-19 appears to be rapidly spreading. Containment measures suggest that one way we can diminish community spread is to reduce large scale "gatherings". Governor Cuomo and President Trump have declared State and National emergencies. Governor Cuomo has further prohibited gatherings greater than 500 and mandated the reduced occupancy of facilities with capacities of less than 500 to half the capacity. Globally, the World Health Organization has designated the spread of COVID-19 as a pandemic.

At this time, as the Director of Public Health in Essex County, I am recommending school closures through April 20, 2020 to encourage social distancing, more frequent environmental cleaning, and remote classroom learning. The Essex County Board of Health, in consultation with the Essex County Health Department, has determined that it is challenging to maintain the recommended 6 feet in distance to exercise proper social distancing, and due to the challenge of adequate volumes of hand sanitizer and adequate environmental cleaning supplies, that proactive measures are needed to further contain this pandemic in Essex County.



**Clinton County Health Department**

133 Margaret Street, Plattsburgh, New York 12901-2926  
"Working Together for a Healthier Community"  
www.clintonhealth.org



**Public Health**  
Prevent. Promote. Protect.

Administration Division

Phone: (518) 565-4840

Fax: (518) 565-4717

March 15, 2020

Dr. Mark C. Davey, Ed.D.  
District Superintendent/Chief Executive Officer  
Champlain Valley Educational Services  
P.O. Box 455  
Plattsburgh, N.Y. 12901

**Re: Clinton County Health Department Recommendation for School Closures in Clinton County**

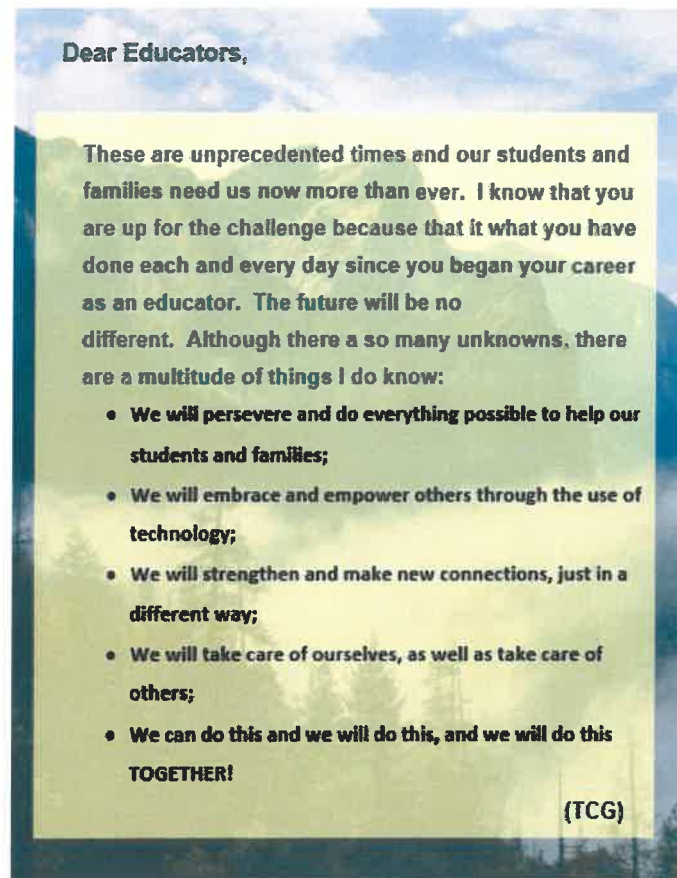
Dr. Davey,

As we just discussed during today's meeting with School District Superintendents in Clinton and Essex County, the Clinton County Health Department (CCHD) submits this letter of recommendation to you and all School Superintendents in Clinton County.

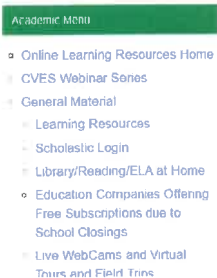
As you all know, 2019-Novel Coronavirus (2019-nCoV) is an infection associated with fever and signs and symptoms of pneumonia or other respiratory illness, appears to be transmitted from person to person predominantly through droplet transmission and, if spread in the population, could have significant public health consequences.

On March 7, 2020 New York State Governor Andrew Cuomo declared a State of Emergency across New York State in response to increasing numbers of diagnosed 2019-nCoV cases in the state. The New York State Department of Health subsequently issued movement and monitoring guidance for asymptomatic persons with potential exposure to 2019-nCoV. In addition to enacting an emergency declaration, the Governor has also implemented mass gathering restrictions for events with 500 or more attendees and capacity restrictions for events smaller than 500 effective March

**March 16, 2020** – I wrote this in the early morning hours while trying to make sense of it all!! Wanted to thank everyone for all they do to make a difference in the lives of our students!!



**March 16, 2020** – Met with ISC Staff to update everyone regarding the school closure and preparing everyone for telecommuting, to the extent practicable. We went LIVE with our [Online Learning & Educational Resources](#) page. We brainstormed everything we could do to assist our divisions as well as component schools districts. Our goal was to continue to provide our services either on-site or remotely. We decided to continue the operation of mail and print shop on-site. By Friday, March 20, the majority of staff were up and running remotely. We have the ability to answer our switchboard to insure that students, parents, vendors, component district staff, and others could be connected to someone in the organization.



## Online Learning & Educational Resources

Follow the menu to your division or area to see our resources for at home learning provided by the teachers & staff at CVES. If you need internet, please visit our pages on [Where to Access Free WIFI](#) and [Utility Discounts for Families](#) for guidance.

### Webinar Resources

- [CVES Webinar Series](#)
- [View more Webinars](#) (opens an excel)

### General Material

- [Learning Resources Padlet containing materials to support](#)
- [\(excel sheet of Padlet linked here\)](#)
  - Math
  - Music
  - Social Studies
  - Art Lessons
  - Science
  - Foreign Languages
  - Reading/ELA



**March 16, 2020** – So proud that we got a Shout Out from NYSED on Twitter regarding our [Online Learning & Educational Resources](#) page. We were one of the first on their website of resources.



**March 18, 2020** - The New York State Education Department issued [updated guidance](#) in accordance with [Executive Order 202.4](#), which requires that school districts, charter schools and non-public schools to close no later than today, March 18, 2020, for a period of two weeks, ending March 31, 2020 due to the Novel Coronavirus outbreak. The guidance assisted school districts as they established a COVID-19 plan for alternative instructional options, distribution and availability of meals, and child care, with an emphasis on serving children of parents in the health care profession or first responders who are critical to the response effort.

**March 18, 2020** - The ISC Communications Team provided technical assistance to the Clinton County Health Department for their initial media conference. Dr. Davey was in attendance and participated in the media conference and provided a statement on behalf of CVES and our 16 component school districts.



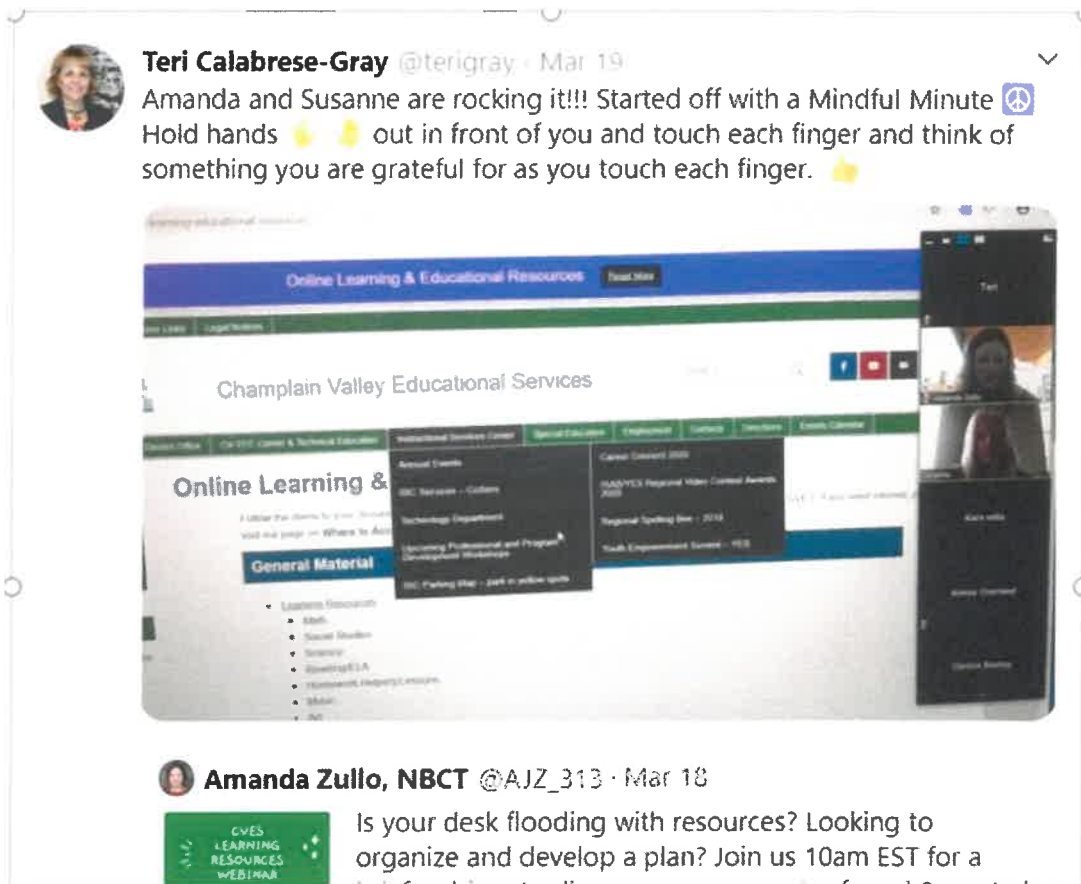
## Champlain Valley Educational Services shared Clinton County Health Department's post

845 like this · Public & Government Service

Mar 18 · 🌐 · An important update from Clinton County Health Department and partners in the community. Dr. Mark Davey speaks on the status of education in our area.



**March 19, 2020** – ISC held the first of several webinars to date. It was led by our very own Amanda Zullo and Susanne Ford-Croghan. The topic was how to navigate our [Online Learning and Educational Resources](#) page.



**March 20, 2020** - [Statement From Board of Regents Chancellor Betty A. Rosa and Interim State Education Commissioner Shannon Tahoe Regarding Elementary- and Intermediate-Level State Assessments](#) The school closures caused by Novel Coronavirus are unprecedented and so, SED has made an unprecedented decision for our students. The administrations of the 2020 elementary- and intermediate-level State assessments have been suspended for the remainder of this school year. It is most important that during the time of closure, schools are able to continue to focus their efforts

toward local school and community needs, as they have been doing, and not be concerned about State assessments. NYSED has applied for federal waivers for testing, accountability, and reporting requirements.

This suspension for the remainder of the school year applies to the following New York State testing programs:

- New York State Grades 3-8 English Language Arts Test;
- New York State Grades 3-8 Mathematics Test;
- New York State Grade 4 Elementary-Level Science Test;
- New York State Grade 8 Intermediate-Level Science Test;
- New York State English as a Second Language Achievement Test (NYSESLAT) in Grades K-12; and
- New York State Alternate Assessment (NYSAA) for students with severe cognitive disabilities in Grades 3-8 and high school.

**March 23, 2020** – Our CV-TEC New Visions Medical Careers North teacher and NYS Master Teacher, hosted a webinar on virtual teaching tips based on the many platforms and apps she uses to teach her high-performing students. She did an awesome job and even had attendees from several BOCES across the state.



**March 24, 2020** - The OSE Partnership North Country School Age Family and Community Engagement Center (FACE Center) arranged for a live Facebook stream with Dr. Marcie Goodrow. Dr. Goodrow is a special education teacher with many years of experience who teaches in a North Country school district and has a consulting business. She presented practical solutions for working with special needs students and taking live questions in the chat during her presentation. CVES promoted this offering on our social media pages to raise awareness of this session and we included the recording on our [webinar page](#).



Teri Calabrese-Gray @tergray · Mar 24  
In case you weren't able to join us LIVE! @CVESBOCES @AJZ\_313 @sfordcraghan



CVES BOCES @CVESBOCES · Mar 24

We are re-sharing a special FB Live from Dr. Marcie Goodrow on "Help! How do I Teach my Special Needs Child?" that aired yesterday on her FB Page.

Link: [facebook.com/goodtoknowgood...](https://facebook.com/goodtoknowgood...)



**March 25, 2020** – Amanda Zullo and Susanne Ford-Croghan hosted a webinar on Digital Books and Virtual Field Trips. There are many free online books available for students as well as LIVE or recorded field trips. Check out our calendar online at:

[Live WebCams and Virtual Tours and Field Trips](#)

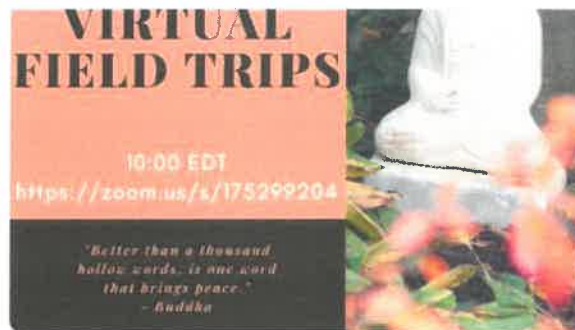
- [CVES developed calendar of live book readings and WebCams](#)
- [Cincinnati Zoo's 3pm Live Stream Event with Animals and Activities](#)
- [Smithsonian's National Zoo Downloadable Activities](#)



**Teri Calabrese-Gray** @sterigray · Mar 24  
Join us tomorrow morning - Oh the Places You will Go!! @sfordcroghan @AJZ\_313

**CVES BOCES** @CVESBOCES · Mar 24  
CVES Webinar: Digital Books and Virtual Field Trips. Join us Wed. Mar 25 at 10 AM EDT in Zoom.

Link: [zoom.us/j/175299204](https://zoom.us/j/175299204)



**March 25, 2020** – Submitted our second Joint Information Committee (JIC) Update to the Clinton County Health Department. Again we submitted ours on behalf of CVES and our 16 component districts.

**Event:**  **Week of:**

**Purpose:** The virtual JIC allows agencies and groups to routinely and collectively **update local media** during a crisis or emergency. Participation in the JIC does not prevent participating organizations from releasing their own information to the media, however, other JIC partners should be notified of such releases.

Email your completed form to: [karen.derusha@clintoncountygov.com](mailto:karen.derusha@clintoncountygov.com) **Note: this contact may change.**

**Person Completing Form:**

**Agency Represented:**

**Contact Number:**  **Email:**

**Status Update and New Developments**

**Incident status change since last update (e.g. # affected, areas impacted):**

CVES and its 16 component public school districts are closed for instruction but providing online and home-based instruction, along with meal preparation and delivery. On Thursday, March 19, our schools served over 11,000 meals. Personnel in schools are very minimal, just to provide essential services. We are in regular communication with the Clinton County Health Department and other local and state agencies, such as the Essex County Department of Health.

**National/State/Local Directives (ongoing, changes or n/a)**

CVES and its 16 component districts are following timely guidance issued from the CCHD, ECDH, NYSDOH, NYSED and CDC regarding recommended actions to take to reduce exposure to potential illnesses. We are encouraging all employees to stay home except for those providing essential services. More than 90+% of employees are working from home.

**March 26, 2020** – CVES hosted a WebEx for the Clinton County Multi-Agency Coordination Preparedness Group (CCMAC). John Kanoza (CCHD), Erin Streiff (CCHD), Eric Day from CC Emergency Services, and Jeff Sisson, CVES Health Safety Risk Management Training Specialist, were at the ISC building while everyone else joined remotely. There were over 25 in attendance. Dr. Davey, Jeff, and I provided an update as to where we and our districts are when it comes to continuity of learning, child nutrition and child care, as well as our school buildings. Other agencies shared what they are currently experiencing, supply of Personal Protection Equipment (PPE) and plans being made to assist with addressing the needs of all those in Clinton County.



**Teri Calabrese-Gray** @terigray · Mar 24

Looking forward to this session facilitated by Roxana Palmer, CVES Art Teacher 🎨 and moderated by @AJZ\_313 and @sfordcroghan @MattSlattery518 @CVESBOCES



**CVES BOCES** @CVESBOCES · Mar 24

CVES Webinar: Integrating Art on Thurs. Mar 26 at 1 PM EDT! Join us at [zoom.us/j/462599829](https://zoom.us/j/462599829)

# Integrating Art

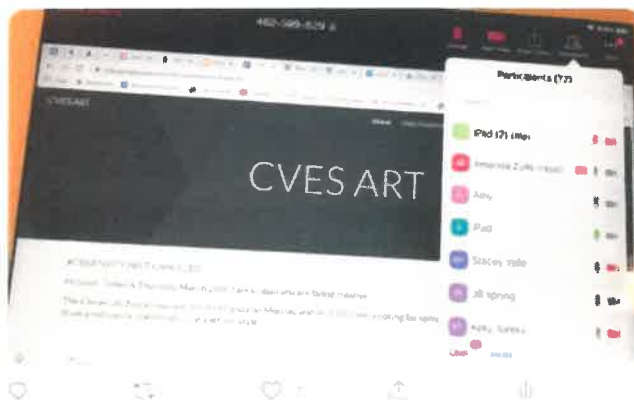
1 00 PM EDT

[HTTPS://ZOOM.US/J/462599829](https://zoom.us/j/462599829)



**Teri Calabrese-Gray** @terigray · Mar 26

Roxana is doing an outstanding job with 79 educators attending her webinar! Off to a great start!!



**March 26, 2020** – Dr. Davey shared an email to all staff thanking them for all their efforts and what they are doing each day. Also he shared that CVES and our component school districts are working very closely together during this on-going Health Crisis. We are all working closely with our local community agencies, childcare providers and health care.



Second and very importantly, he informed staff that he received [a message from Kerry Haley](#), who is an Associate Vice President at CVPH Hospital. She asked him to share a request of our school communities for Critical Community Support to CVPH due to COVID-19.



The Coronavirus is unlike anything this area has ever seen. The hospital's response is equally unprecedented. To meet the challenges of this public health crisis, we need your help now, more than ever.

#### How can I help?

Due to a high demand of essential medical supplies across the country, CVPH is having a difficult time acquiring these items:

- N-95 masks
- Bleach wipes
- Hand sanitizer
- Surgical masks
- Gallon-size bleach



**March 27, 2020** – SED provided a [Parent Update: Additional Resources and Guidance Regarding Novel Coronavirus](#). Schools across the state are working hard to develop and implement continuity of learning plans for students during the extended statewide school closure. To help with this effort, SED launched a website featuring continuity of learning resources (technology- or non-technology-based) to provide districts and teachers with increased options. If you're looking for resources to use at home with your kids, you can [check out the new Continuity of Learning web page here](#). CVES is listed on their [Resources from NY Organizations](#) website.

**March 27, 2020** – The CVES communications Team assisted Clinton County with holding their second media conference LIVE on their Facebook page. A special thanks to Megan Manson for making this happen. It was recorded and now posted to the site.



**Clinton County Health Department**

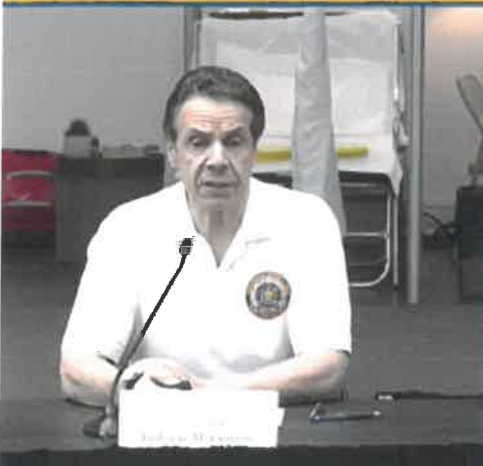
4.7K like this · Public Service

Mar 27 · 🌐 Media Conference - March 27, 2020 at 11am EDT



144 Comments 49 Shares

**March 27, 2020** - Governor Cuomo announced all schools will be closed through at least April 15. That's two weeks longer than his initial order. The governor indicated the shutdown directive would be reevaluated on April 1. In recent days, the number of confirmed COVID-19 cases in New York State has been rising dramatically.



## Flatten the Curve: Schools

- School will remain closed for another two weeks until April 15<sup>th</sup>.
- Schools to continue child care, meal, and distance learning programs.
- The 180-day waiver will extend to April 15<sup>th</sup>.

STAY HOME. STOP THE SPREAD. SAVE LIVES.

# CUOMO EXTENDS NEW YORK STATE SCHOOL CLOSING ORDER

**March 27, 2020** – Our session, Supporting All Learners, facilitated by our very own special education teachers: Sandra Wilkins, Cherie Passno, Jennilee Montanile, Heather Vanalphen and Rhona Stoffel, was so popular that we had more than 100 people wanting to join our session. We have decided to continue the conversation next week due to the interest and needs of educators. Please visit our [webinar schedule](#).

**Teri Calabrese-Gray** @terigray · Mar 17  
So popular we are adding another session next week to continue the conversation. All our webinars are recorded and posted online at [cves.org/online-webinar...](#)

**Teri Calabrese-Gray** @terigray · Mar 26  
I expect this to be an awesome session for teachers, admins and parents - We are ALL in this together!!! @AJZ\_313 @sfordcroghan @Ang\_Waldron [twitter.com/CVESBOCES/stat...](#)

**Teri Calabrese-Gray** @terigray · Mar 26  
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**CVES BOCES** @CVESBOCES · Mar 26  
CVES Webinar: Supporting all Learners - join us Fri Mar 27, at 10 AM EDT! Link to the zoom: [zoom.us/j/657723519](#)

Share and Invite your friends to the FB EVENT reminder: [facebook.com/events/1142447...](#)



Friday 3/27/2020 at 10:00 EDT

## Supporting All Learners

ChamplainValley

**EDUCATIONAL  
SERVICES**

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

**CV-TEC DIVISION**

**Michele M. Friedman**

**Director of Career and Technical Education**

friedman\_michele@cves.org

Plattsburgh Main Campus, 518-561-0100 FAX 518-561-0494  
Mineville Branch Campus, 518-942-6691 FAX 518-942-3368  
Satellite Branch Campus, 518-561-0100 FAX 518-324-6620  
OneWorkSource, 518-561-0430 FAX 518-324-3379

**CVES MISSION**

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

TO: Dr. Mark C Davey  
FROM: Michele M. Friedman  
DATE: March 30, 2020  
RE: April 2020 Board Report

**CV-TEC Moves to Microsoft Team On-Line Teaching Platform**

Beginning on Wednesday, March 18, 2020, all CV-TEC CTE programs moved to the Microsoft Team on-line teaching platform to provide homebased instruction for our students while on the extended closure. CV-TEC administrators, teachers and staff have worked and continue to work vigorously to provide meaningful and authentic instruction, supplemental supports and emotional stability to our CV-TEC students and to our Adult Literacy students during this crisis.

The CV-TEC Division is dedicated to providing a meaningful educational experience to our students during this time. Weekly full divisional staff meetings, weekly campus meetings, daily open office hours for teachers and staff have been implemented; as well as a multitude of opportunities for professional development.





## **TEAM CV-TEC EMBRACES THE TEAMS ON-LINE TEACHING PLATFORM**

### **CTE is ESSENTIAL Series:**

The CV-TEC Division is working diligently to provide meaningful and authentic instruction to our students during this unique time; and also to educate our community that **CTE is ESSENTIAL**! Here are some examples of how Team CV-TEC is rising to the challenge! (Click on the video links below)

- Its All About Teams! Way to go, Team CV-TEC!  
#youmatter #teamcvtec #CTEStrong #wegotthis  
<https://www.facebook.com/cvtec.cves/videos/1524244621073685/>
- Curious as to how CV-TEC is providing amazing, quality CTE instruction through our on-line Teams platform? Check out this awesome video lesson from our expert Registered Nurses and CV-TEC Allied Health Teachers, Mrs. Billings & Mrs. Begs. CTE is Essential...this CTE Allied Health Skill is essential to ALL of us! Way to Go, Team CV-TEC!. #youmatter#CTEisEssential #teamcvtec #CTEStrong #lovetooourhealthcareworkers  
<https://www.facebook.com/cvtec.cves/videos/214444283109140/>
- Curious as to how CV-TEC is providing amazing, quality CTE instruction through our on-line Teams platform? Check out this awesome video lesson from our expert Pre-CTE Auto Service teacher, ChadBlair. #youmatter#cteisessential #teamcvtec #CTEStrong  
<https://www.youtube.com/watch?v=s166ynnvhv4&feature=youtu.be&fbclid=IwAR1glhIrhfAvrn3iDEdPraqFG7DrxNcgMXzivg0GRYZ3Atxb6TtVUeQ7Yqk>
- Curious as to how CV-TEC is providing amazing, quality CTE instruction through our on-line Teams platform? Check out this awesome video lesson from Executive Chef and Culinary Arts Management Teacher, Chef Bevan. Would love to see your results.... #youmatter #cteisessential #teamcvtec#CTEStrong  
<https://www.facebook.com/cvtec.cves/videos/839940196508103/>

### **Where's Principal Facteau Series:**

Check out this SPECIAL VIDEO to ALL CV-TEC students from Principal Facteau on the Main Campus....and you just may earn your first 100 of the day! #YOUMATTER #TEAMCVTEC

PLEASE SHARE and make sure to log in to your CTE Teams on our CV-TEC online learning platform. Your CV-TEC teachers and staff are waiting to hear from you.

- <https://www.facebook.com/cvtec.cves/videos/214690483231214/>
- <https://www.facebook.com/cvtec.cves/videos/1111057052562472/>
- <https://www.facebook.com/cvtec.cves/videos/2514084752143018/>
- <https://www.facebook.com/cvtec.cves/videos/2722796504621444/>
- <https://www.facebook.com/cvtec.cves/videos/2722796504621444/>
- <https://www.facebook.com/cvtec.cves/videos/245564876516085/>
- <https://www.facebook.com/cvtec.cves/videos/2893792604045542/>

Share 3 words that best describe TEAM CV-TEC

Mentimeter





## 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.*

To: Dr. Mark Davey, District Superintendent  
From: Matt Slattery  
Date: April 2020  
Re: Board of Cooperative Educational Services Report

### **COVID-19 Crisis: Communication to Our Component Districts (Email from 3/19)**

"I hope this email finds you doing well and staying healthy. I don't know about you, but when I went home Tuesday night, I felt like I had put in the longest work week ever and then realized it was only Tuesday. These are certainly challenging times and I know that we will pull through it together. After all, we are all #NorthCountryStrong!

Attached, please find our Emergency School Closure Home Based Instruction Plan. As a provider of programs and services, this is our framework that all CVES employees are expected to follow. Due to the fluidity of the situation, this is also open to change. Please feel free to use this as an informational piece or resource for your planning needs. A few points to highlight:

- During this time, our goal is to deliver quality programs, services, and supports to our students and families in an innovative way.
- We are using the Microsoft Team platform to organize our staff and to keep everyone connected.
- I am recommending that all CSE meetings involving CVES students, be put on hold at this time through Friday, March 27. This will give our staff time to focus on supporting students and families during the transition to home-based instruction. It also gives us more time to determine the long-term outlook. If after this time it looks like closures will be extended, we then should plan for meetings being held through telecommuting platforms.
- **As the new Director, I could not be prouder of the work our faculty, staff, and administration accomplished in 48 hours, on behalf of our students and families during these trying times #StudentsAreOurFirstPriority**
  - o Staff were on site Monday, March 16, and Tuesday, March 17. We had some individuals here until 10 p.m., Monday night, and I had to send them home to get some rest. These two days were focused on further developing our plan, preparing materials for students, and finally, the rollout and training component to sustain home based instruction into the future.
  - o All of our students/families will or have already received individualized work packets and expectations. A mass mailing went out Wednesday, along with parents coming to campus to pick up items prepared which was dependent on the program and student need.
  - o All of our teachers have connected with all parents/guardians, via phone, to establish norms for communicating and how best to support our students and families during this time.
  - o All of our related service providers will be providing services to students, as outlined in IEPs. Sample expectation provided below.
    - DAILY- Contact each student/parent as per IEP (ex. 2x30= 2 separate contacts weekly). Log contact on paper Student/Family Contact Log and in School Tool.

The below resource (link) was passed along by Dave Melnick. We all lead busy lives that are stressful on a daily basis. Stress and anxiety have been amplified exponentially during this time and it is important that we keep this in mind as we take care of our staff, one another, and self.














- <https://www.cdc.gov/coronavirus/2019-ncov/prepare/managing-stress-anxiety.html>

I could go on, but please know our students and families are in good hands. I appreciate the kind words and support that have been received and want you to know that we are here to support our component districts. We will get through this together. Stay well, Matt”

## Emergency School Closure Home Based Instruction Plan.

### **COVID-19 Crisis: Within Crisis, Lies Opportunity**

Amid a worldwide pandemic, our CVES Core beliefs anchor our practice. Communication, collaboration, and innovation are hallmarks of our staff working tirelessly to deliver online education and support to our students and families while continuing to improve through professional development.

Teams		
Your Teams:		
	Autism Teachers	...
	Autism Emergency Closure	...
	SPED Leadership Team	...
	CVES Teachers Team	...
	CVES Teaching Assistants Team	...
	CVES Aides Team	...
	CVES Speech Team	...
	CVES OT/PT Team	...
	CVES Counselor Team	...
	CVES Teacher of the Deaf Team	...
	Partners in Transition Classroom	...
	CVES HS Only	...
	Assignment Team	...

The Special Education Division has embraced technology as the new “norm” and are all utilizing Microsoft Teams for communication, collaboration, support, and data collection. Nine Teams have been developed, each discipline with its own forum. Several teachers have created classroom Teams to keep open lines of communication amongst staff and/or students. Communicating to maintain relationships and provide support for both students and staff through various means (Microsoft Teams, email and phone calls) is our primary goal.

Paraprofessionals continue to support their students, families, and teachers remotely through collaborative practices during this time. Principal Jennifer Christianson leads this group through daily practice in TCI and mindfulness with the goals of being more highly skilled in responding to student’s stressors and behaviors.

Paraprofessionals, Nikki Haren and Brandy Rosselli, write letters to their students from home. It is hoped that throughout this home-based instruction time, students and our aides will remain in contact through various means including letter writing. This will help to build written literacy skills and will not require the use of technology.



Teaching assistants have been working hard supporting the teacher and students within their classrooms. Principal Daniel Valenzuela provides additional professional development opportunities through the Microsoft teams platform, covering the essential areas of:

- Curriculum/Technology
- Behavior Management/TCI
- Trauma informed practices
- Restorative Justice practice

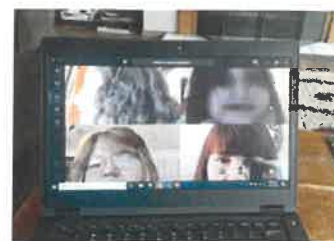
Staff within our Autism program continue to benefit from the guidance of our partnership with the New England Center for Children. In addition to providing home-based instruction and support for our students and families, we are focusing on training through ABAplus, data collection activities and other video/podcast exercises. Teachers and TAs work with our BCBA, Andrea Mott, on updating proactive strategies and behavior definitions as well as evaluating the program data for each student on our ABA and curriculum online platform, ACE.

Teachers report they are impressed with a culture of caring that is evident in the way staff are coming together, sharing positivity, and making meaningful contacts with families.

- Our Art Teacher extraordinaire, Roxana Palmer, shared an art website on ZOOM with over 80 participants.
- Four of our special education teachers, (Hearthier VanAlphen, Cherie Passno, Jennilee Montanile, and Rhona Stoffel), led a Zoom webinar through ISC for our region on Supporting All Learners with a maxed-out capacity of 100 remote attendees.



- CVES Mineville Special education teacher, Heather Vanalphen, her Teaching assistant, Penny Comes, and a 1-1 support aide, Erin LaDeau, work together to provide instruction and maintain positive relationships and connections with their students. Utilizing our remote-distance learning tools allows students to interact “face-to-face” with our staff and their classmates during these challenging times.



The Partners in Transition Program located at Sibley is going strong! Online meetings are being held twice a day to maintain relationships, build skills and have fun. Individuals were so excited to see each other, and word is traveling fast. We started with four clients participating at the beginning of the week up to eleven by Thursday. We are excited to be able to invite individuals that are coming to our program in July and our college friends from Plattsburgh State to join in too! We have been working on stress management, hygiene skills, communication and social skills thru videos, online activities and games like Jeopardy!



Cafeteria services continue to work hard to provide students with meals during this crisis. Food coordination between 16 districts has posed many challenges, however our group remains strong and committed to providing our students and families with meals during this time. Currently, bulk food is provided to districts to incorporate into their service or individual meals are prepared and delivered to families; this is dependent on our component district's preference. Below is an email, Principal Dr. Grace Stay received about our food service:

*“Hello! I would just like to thank you and the kitchen staff for what you have been doing for us. It must be hard knowing that there are a lot of families out there to feed. I am very appreciative that the kitchen staff have been working very hard to feed us. The food is very good and can't wait to see what we are going to get next week. Would you please tell the kitchen staff that I have written this because I don't have their emails to email all of them. Again thank you so much and have a great day.”*



Our Special Education workforce is stronger than ever and remains committed to the success of our students during this challenging time!

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

Coser	FINAL 921-2020	927-2019	927-2020	930-2020	944-2019	947-2020	949-2020	950-2020	951-2019	951-2020
Program Description	NSLP Equipment Assistance (WAF)	Core Rehabilitation Services	Core Rehabilitation Services	Pre-ETS	Early College High School Program and Pathways	SLS Operating Aid	SLS Categorical Aid for Automation	EPE	HSE Test Administration	HSE Test Administration
Approved Budget	\$ 5,168	\$ 491,366	\$ 631,752	\$ 300,000	\$ 150,000	\$ 98,775	\$ 11,382	\$ 409,041	\$ 7,397	\$ 7,397
Revenue Available/Earned	\$ 5,117	\$ 484,241	\$ 280	\$ -	\$ 150,000	\$ 97,040	\$ 9,704	\$ 310,344	\$ 7,547	\$ -
Prior Year Rollover	-	191,714	188,389	-	-	1,735	1,678	-	2,978	6,843
Expenditures to-date	(5,117)	(487,566)	(130,791)	(468)	-	(71,821)	(6,928)	(266,880)	(2,621)	(1,153)
Est. Encumbrances to-date (including indirect cost)*	-	-	(586,180)	(163,441)	-	(24,897)	(2,249)	(84,040)	(116)	(5,026)
Unexpended Balance	\$ -	\$ 188,389	\$ (528,302)	\$ (163,909)	\$ 150,000	\$ 2,256	\$ 2,205	\$ (40,575)	\$ 7,788	\$ 664
Percentage Utilized	99%	99%	113%	55%	0%	98%	81%	86%	37%	84%
Grant Program Ending:	7/31/2020	12/31/2019	12/31/2020	12/31/2020	6/30/2021	6/30/2020	6/30/2020	6/30/2020	12/31/2019	12/31/2020
Finance Approval Obtained:	8/28/2019	2/7/2019	2/7/2019	1/10/2020	2/22/2019	6/26/2019	6/29/2019	8/30/2019	6/4/2019	6/4/2019
Director:	Bell	Slattery	Slattery	Slattery	Gray	Gray	Gray	Friedman	Friedman	Friedman

Coser	952-2020	954-2020	956-2020	959-2019	959-2020	963-2020	995-2020	996-2020	997-2020	997-2020
Program Description	WIOA, Title II, Adult Basic Ed	Perkins IV/CTEIA-Basic Grant	SLS Supplemental Operating Aid	SNAP Employment & Training Venture IV	SNAP Employment & Training Venture IV	North Country Region Career Pathways III	WIOA, Title II, Incarcerated	NYS Basic Literacy-JCEO	NYS Basic Literacy-One Work Source	NYS Basic Literacy-One Work Source
Approved Budget	\$ 60,123	\$ 108,175	\$ 50,723	\$ 300,000	\$ 400,000	\$ 185,747	\$ 331,353	\$ 125,000	\$ 125,000	\$ 125,000
Revenue Available/Earned	\$ 60,123	\$ 108,175	\$ 47,385	\$ 108,000	\$ 58,250	\$ 111,250	\$ 331,353	\$ 125,000	\$ 125,000	\$ 125,000
Prior Year Rollover	-	-	3,338	76,257	70,203	14,997	-	-	-	-
Expenditures to-date	(43,268)	(74,965)	(33,821)	(114,054)	(72,514)	(53,798)	(154,716)	(86,157)	(81,786)	(81,786)
Est. Encumbrances to-date (including indirect cost)*	(16,796)	(25,372)	(7,541)	-	(32,161)	(5,852)	(113,374)	(33,376)	(33,377)	(33,377)
Unexpended Balance	\$ 59	\$ 7,838	\$ 9,362	\$ 70,203	\$ 23,778	\$ 66,596	\$ 63,263	\$ 5,467	\$ 9,837	\$ 9,837
Percentage Utilized	100%	93%	82%	38%	26%	32%	81%	96%	92%	92%
Grant Program Ending:	6/30/2020	6/30/2020	6/30/2020	9/30/2019	9/30/2020	3/31/2020	6/30/2020	6/30/2020	6/30/2020	6/30/2020
Finance Approval Obtained:	8/12/2019	9/19/2019	6/27/2019	11/30/2018	1/13/2020	6/12/2019	8/14/2019	9/13/2019	9/13/2019	9/13/2019
Director:	Friedman	Friedman	Gray	Friedman	Friedman	Friedman	Friedman	Friedman	Friedman	Friedman

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

\*\*Project Finance Approval Pending with Agency.

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

\*\*\*\*For grants ending 6/30/2008, percentage utilized should be at least 80%. Per recent audit recommendations, expenditures should occur evenly throughout the grant period.