

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

DATE: April 8, 2020
KIND OF MEETING: Regular Board Meeting
PLACE: Remote Via Webex Event (Video & Transcription will be available on CVES Website upon completion)

<u>Board Members Present:</u>	<u>Board Members Present</u> <u>Contd.</u>	<u>District Superintendent:</u>	<u>Others Present:</u>
Larry Barcomb	Bruce Murdock	Dr. Mark C. Davey	Eric Bell
Leisa Boise	Lori Saunders		Michele Friedman
Patricia Gero	Doug Spilling (<i>joined during</i>	<u>Board Clerk:</u>	Teri Calabrese-Gray
Evan Glading (<i>joined during</i>	<i>Exec. Session)</i>	Meaghan Rabideau	Matthew Slattery
<i>Exec. Session)</i>	Michael St. Pierre		Alex St. Pierre
Linda Gonyo-Horne	Scott Thurber		
Richard Harriman, Sr.			
Donna LaRocque			
Richard Malaney			
Ed Marin			
Thomas McCabe			

MEETING TO ORDER The Board President called the meeting to order at 6:42p.m.

EXECUTIVE SESSION Mr. Harriman, Sr. moved, seconded by Mrs. LaRocque, that the Board go into Executive Session at 6:48 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. All Board Members present voted yes—motion carried.

In Executive Session, the District Superintendent updated the CVES Board on several confidential employee matters. Next, an update was provided on contractual and legal matters related to CVES' Capital Project and the implementation of the Governor's Executive Orders regarding construction. Ms. Jacqueline Kelleher, Esq., CVES' attorney from Stafford, Owens, Piller, Murnane, Kelleher & Trombley, PLLC. joined the Webex and shared her legal advice on "essential" construction work as outlined by the Empire State Development (ESD) Corporation for moving forward. Third, the District Superintendent shared several updates regarding new Co-Sers under review by NYSED. Fourth, an update was provided on the steps underway regarding a potential action of surplus aviation equipment by the CV-TEC division, and upcoming steps Dr. Davey would be taking to gather feedback from the local business community before making recommendations to move forward. Lastly, Dr. Davey shared an update regarding the District Superintendent's annual evaluation process that begins next month by the

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BOCES Board. *Evan Glading, CVES Board Member, joined the meeting at 7:00 p.m. Doug Spilling, CVES Board Member, joined the meeting at 7:10 p.m.* Mr. Harriman, Sr. moved, seconded by Mr. Murdock, that the Board come out of Executive Session at 7:30 p.m. All Board Members present voted yes—motion carried.

Meeting adjourned for the Annual Meeting at 7:33 p.m.
Meeting resumed at 8:28 p.m.

CAPITAL PROJECT
UPDATE

Dr. Davey began the Capital Project Update by reviewing the Governor’s Executive Order that construction across NYS discontinue at this time except for essential construction. He explained that school districts as government agencies are exempt from the Governor’s Executive Order, and the Empire State Development (ESD) Corporation has issued guidance on behalf of NYS; construction projects can continue for essential work. School districts are asked to review and prioritize their work as essential and, as per the ESD guidance, all construction must implement health department regulations to maintain social distance, disinfect the work area, and wear facial coverings when underway. Next, Mr. Eric Bell updated the Board on the current progress of the waterline project as well as the fire alarm projects. Both CVES “mini” capital projects will continue during this time with implementation of all ESD guidance and contractors having COVID-19 response plans in place. Mr. Bell then went on to inform the Board that the voter-approved Capital Project’s wetland mitigation was approved in late March and SED permits were also recently received. This work began on March 31st to remove trees and begin construction of the new access road at the Plattsburgh main campus. Roofing material has also been delivered to the main campus and submittals have started to come in for review as the work was deemed essential. A majority of the construction work scheduled to begin on April 1st at the Satellite Campus is postponed, with several prioritized parts being implemented with the rest hopefully resuming this Summer. Lastly, Dr. Davey thanked everyone involved for their hard work on providing updates to students, staff and our component districts. He also thanked the O&M staff for their cleaning efforts on campus and Principal James McCartney for his work at the Satellite Campus on moving aeronautical equipment during this unusual time to prepare for construction.

PREVIOUS
MINUTES

Mrs. LaRocque, moved, seconded by Mrs. Gonyo-Horne, that the Board approve the minutes of the March 11, 2020 Board meeting as presented. All Board Members present voted yes—motion carried.

CONSENT
AGENDA
FINANCIAL

Mrs. Gonyo-Horne moved, seconded by Mrs. LaRocque, to approve the following Consent Agenda Financial items 8a-8g as presented. All Board Members present voted yes—motion carried.

CERTIFICATION
OF WARRANT

(8a) Approve the Certification of Warrant for March 2, 2020 to March 27, 2020 as presented.

TREASURER’S
REPORT

(8b) Approve the Treasurer’s Report from February 29, 2020 as presented.

DONATIONS

(8c) Approve the following Donation:

1. For the Student Stipend Fund:

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

BUDGET

(8d) 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)

BUDGET
INCREASES

(8e) 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. (CoSer 602 - Management Services)

MEMORANDUM
OF AGREEMENT

(8f) 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)

MAINTENANCE
AGREEMENT

(8g) 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)

CONSENT
AGENDA
PERSONNEL

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

RESIGNATION
FOR THE PURPOSE
OF RETIREMENT
WHITE

(10a) Approve the following letter of resignation for the Purpose of Retirement:

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

RESIGNATIONS
MAYHEW, CROSS

(10b) Approve the following letters of resignation:

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

LEAVE OF
ABSENCE
SPRING

(10c) 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.

AMENDMENT

(10d) 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 ~~4~~ **15**, 2020.

CIVIL SERVICE
PROBATIONARY
APPOINTMENT
SMITH

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

1. Matthew Smith, Communications and Publications Coordinator, Effective March 25, 2020, Annual Salary of \$60,372.

CIVIL SERVICE
PROVISIONAL
APPOINTMENT
HEBERT

(10f) Appoint the following person(s) to a Civil Service Provisional Appointment as follows:

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

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

PERMANENT
APPOINTMENTS
DION, KEECH

(10g) 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

TEMPORARY
APPOINTMENT
SPRING

(10h) Appoint the following person(s) to a Temporary Appointment for the 2019-20 school year:

1. Sara Spring, Special Education Teacher, Effective March 2, 2020 – June 30, 2020 Annual Base Salary of \$41,599, Prorated Salary of \$16,639.60.

ADULT
EDUCATION
INSTRUCTOR

(10i) Approve the following Adult Education Course Instructor for the 2019-20 School Year:

Adult Education (\$28.00/hr)
Dylan Limlaw

SUBSTITUTES

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

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

NEW EMPLOYEE
ORIENTATION
COMPENSATION

(10k) 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

CERTIFICATION
OF LEAD
EVALUATOR

Mrs. Gonyo-Horne moved, seconded by Mrs. LaRocque, 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

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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. All Board Members present voted yes—motion carried.

CVES REPORT
CARD

Mrs. Gonyo-Horne moved, seconded by Mrs. LaRocque, that the Board approve the CVES Report Card as presented at the Annual Meeting. All Board Members present voted yes—motion carried.

STRATEGIC PLAN
UPDATE

Dr. Davey shared with the Board that the 7th Annual Strategic Plan Survey was sent out today to all staff via email. Dr. Davey and CVES' administrative team encouraged the survey's continued administration during the COVID-19 school closure as the staff continues to have access to their laptops and computer resources as they are working remotely from home. The survey will be available for staff to participate in through April 22nd. Once completed, the survey will be tallied, reviewed and then shared with the Board at the May 13, 2020 meeting.

DISTRICT SUPT.
UPDATE

Dr. Davey began his Superintendent's Update by sharing that the latest Executive Order from the Governor has school districts closed through April 29th and CVES will continue to await further determinations. Dr. Davey then commended all component district superintendents for their work in implementing nutrition plans, childcare plans, developing remote learning for students and working together daily as this situation evolves. There have been ongoing close working relationships with local government agencies such as the Department of Health (DOH) in both Essex and Clinton counties, CVPH, the Sherriff's Department, component districts and CVES. Dr. Davey also acknowledged the immediate response and continued efforts of all CVES staff members, with his wholehearted appreciation, to transition to remote learning and setting up remote offices at home. Remote learning for CV-TEC and Special Education students, nutrition support and childcare support assistance with our districts is continuing. Next, Dr. Davey shared with the Board several SED updates including the unprecedented cancellation of the Regents Exams, that School Board Elections have been postponed until at least June 1st and that the SOCE (Statement of Continued Eligibility) for NYSED Special Education certification deadline has been extended to June 2021. Lastly, Dr. Davey shared the following events that have been canceled in consultation with the local health departments due to COVID-19:

- Clinton County School Boards Top 10% Dinner – Thursday, May 7, 2020
- CV-TEC Plattsburgh Campus NTHS Ceremony - Tuesday, May 12, 2020
- CV-TEC Mineville Campus NTHS Ceremony – Thursday, May 21, 2020

OTHER

Dr. Davey acknowledged the retirement of Ann White that was approved by the Board this evening and her dedicated service to CVES. Linda Gonyo-Horne reminded the Board how important it is that all community members complete the Census so that everyone is represented in our region. The Board consented to having the November 2020 Board meeting on November 18th rather than November 11th which is the Veterans Day holiday.

NEXT BOARD
MEETING

The next Board meeting will be held on Wednesday, May 13, 2020, (at the Yandon-Dillon Center in Mineville if social distancing is no longer in effect, otherwise the meeting is anticipated to be held remotely via Webex); more information to be provided in the monthly notice to the public. An anticipated Executive Session will begin at 6:30 p.m., with the Monthly meeting beginning at 7:30 p.m.

ADJOURNMENT

Mr. Murdock moved, seconded by Mr. Harriman, Sr. to adjourn the meeting at 8:52 p.m. All Board Members present voted yes—motion carried.

Meaghan Rabideau, Board Clerk