

CHAMPLAIN VALLEY EDUCATIONAL SERVICES
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
Sole Supervisory District of Clinton, Essex, Warren and Washington Counties

AGENDA FOR BOARD MEETING TO BE HELD AT THE INSTRUCTIONAL SERVICES CENTER,
PLATTSBURGH, NY FOR BOARD MEMBERS ONLY ON NOVEMBER 18, 2020,
PROPOSED EXECUTIVE SESSION AT 6:30P.M. – MEETING TO FOLLOW

Public participants may use the following WebEx Address: <https://bit.ly/2Ilfl99>

Or by calling 1-408-418-9388 Meeting number (access code): 173 992 3927

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| 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 |
| No Action | 4. OPINIONS AND CONCERNS FROM THE AUDIENCE |
| No Action | 5. BUDGET COMMITTEE UPDATE -- Dr. Mark C. Davey & Mr. Eric Bell |
| No Action | 6. STRATEGIC PLAN PRESENTATION -- Dr. Mark C. Davey, Mrs. Teri Calabrese-Gray, Mr. Eric Bell, Mrs. Michele Friedman & Mr. Matthew Slattery |
| No Action | 7. CAPITAL PROJECT UPDATE – Dr. Mark C. Davey & Mr. Eric Bell |
| Action | 8. MINUTES OF PREVIOUS MEETING |
| | a. October 14, 2020 Monthly Meeting Minutes (Enc. 1) |
| | 9. NEW BUSINESS |
| Action | a. Adoption of 2020-2023 District Strategic Plan (Enc. 2) |
| | 10. CONSENT AGENDA FINANCIAL |
| Action | a. Certification of Warrant (Enc. 3) |
| Action | b. Treasurer's Report (Enc. 4) |
| Action | c. Donations (Enc. 5) |
| Action | d. Special Aid Fund Project Budget Increases (Enc. 6) |
| Action | e. Special Aid Fund Project (Enc. 7) |
| Action | f. Budget Increase (Enc. 8) |
| Action | g. Snow Removal and Sanding Services Agreement Renewal (Enc. 9) |
| Action | h. Establish Scholarship Fund (Enc. 10) |
| Action | i. Cooperative Bidding Resolution (Enc. 11) |
| | 11. OLD BUSINESS |
| Action | a. Committees |
| | --Audit Committee Meeting Highlights – May 13, 2020 (Info. Only) (Enc. 12) |

12. CONSENT AGENDA PERSONNEL

- | | | |
|--------|----|------------------------------------------------------|
| Action | a. | Resignations for the Purpose of Retirement (Enc. 13) |
| Action | b. | Resignations (Enc. 14) |
| Action | c. | Leaves of Absence (Enc. 15) |
| Action | d. | Rescind (Enc. 16) |
| Action | e. | Tenure Appointments (Enc. 17) |
| Action | f. | Civil Service Probationary Appointments (Enc. 18) |
| Action | g. | Civil Service Provisional Appointment (Enc. 19) |
| Action | h. | Permanent Appointment (Enc. 20) |
| Action | i. | Part-Time Hourly Appointment (Enc. 21) |
| Action | j. | Temporary Grant Appointment (Enc. 22) |
| Action | k. | 2020 Summer Work (Enc. 23) |
| Action | l. | Additional Work (Enc. 24) |
| Action | m. | Facilitator (Enc. 25) |
| Action | n. | Substitutes (Enc. 26) |

13. BOARD OF COOPERATIVE EDUCATIONAL SERVICES

- | | | |
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| Action | a. | Records Retention Schedule Resolution (Enc. 27) |
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No Action 14. DISTRICT SUPERINTENDENT'S UPDATE

No Action 15. OTHER

No Action 16. NEXT BOARD MEETING

Wednesday, December 9, 2020, to be held at the Instructional Services Center in
Plattsburgh, NY – Proposed Executive Session at 6:30 p.m. – Meeting at 7:30 p.m.

No Action 17. REPORTS FROM DIRECTORS (Enc. 28)

Action 18. ADJOURNMENT

CHAMPLAIN VALLEY EDUCATIONAL SERVICES

VISION

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

MISSION

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

IMPORTANT DATES

November 18, 2020	Board Meeting – Instructional Services Center, Plattsburgh – 6:30 p.m.
December 2, 2020	Board Budget Committee Meeting – Review Reconciliations & Set Parameters for 2021-22 Budgets – Instructional Services Center, Plattsburgh 7:00 p.m.
December 9, 2020	Audit Committee Meeting – John Harold Center, Plattsburgh 5:00 p.m.
December 9, 2020	Board Meeting – John Harrold Center, Plattsburgh – 7:30 p.m.
January 13, 2021	Board Meeting – Yandon-Dillon Center, Mineville – 6:30 p.m.
January 26, 2021	Board Budget Committee Meeting – Analyze/Discuss Preliminary 2021-21 Budgets – Finalize Draft Budgets – ISC, Plattsburgh - 7:00 p.m.
February 10, 2021	Audit Committee Meeting – Instructional Services Center, Plattsburgh 5:00 p.m.
February 10, 2021	Board Meeting/Budget Presentations – ISC, Plattsburgh – 6:30 p.m.
February 18-20, 2021	AASA Convention – New Orleans, LA
March 1, 2021	Spelling Bee – Plattsburgh City School High School Auditorium 5:00 p.m. (Snow date: March 2, 2021)
March 10, 2021	Board Meeting – Yandon-Dillon Center, Mineville – 6:30 p.m.
March 11, 2021	ISAB Awards – Giltz Auditorium SUNY Plattsburgh – 6:00 p.m. (Tentative)
March 25, 2021	CV-TEC Open House – Plattsburgh – 6:00 p.m.
March 30, 2021	CV-TEC Open House – Mineville – 6:00 p.m. –
April 10-12, 2021	NSBA Convention – New Orleans, LA
April 14, 2021	Annual Meeting – Yandon-Dillon Center, Mineville – 6:30 p.m.
April 22, 2021	Election of CVES Board Members and Vote on Administrative Budget
May 11, 2021	NTHS Ceremony – Rainbow Banquet Hall, Altona – 7:00 p.m.
May 12, 2021	Audit Committee Meeting – Yandon-Dillon Center, Mineville 5:00 p.m.
May 12, 2021	Board Meeting – Yandon-Dillon Center, Mineville – 6:30 p.m.
May 19, 2020	Career Connect – Location/Time TBD
May 20, 2021	NTHS Ceremony – Moriah High School Auditorium – 7:00 p.m.
May 26, 2021	SkillsUSA Awards Banquet – Butcher Block – 6:00 p.m.
June 9, 2021	Board Meeting – Instructional Services Center, Plattsburgh – 6:30 p.m.
June 10, 2021	No. Country Loggers Awards Banquet – 6:00 p.m.
June 11, 2021	WAF Graduation Ceremony – SUNY Giltz Auditorium – 9:30 a.m.
June 12, 2021	HSED Graduation – Westside Ballroom – 1:00 p.m.
June 22, 2021	CV-TEC Plattsburgh Graduation Ceremony – SUNY Field House – 7:00 p.m.
June 24, 2021	CV-TEC Mineville Graduation Ceremony – Moriah Central School – 7:00 p.m.

MOTIONS TO ENTER INTO EXECUTIVE SESSION

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

ENC. 1

Recommend that the Board approve the Draft Minutes from the October 14, 2020 Monthly Board meeting. (attached)

ENC. 2

Recommend that the Board adopt the CVES 2020-2023 District Strategic Plan for Continuous Improvement.

ENC. 3

Recommend that the Board approve the Certification of Warrant for October 6, 2020 to November 6, 2020. (attached)

ENC. 4

Recommend that the Board approve the Treasurer's Report from September 30, 2020. (attached)

ENC. 5

Recommend that the Board approve the following Donations:

1. For the Student Stipend Fund:

United Way (October 2020)		<u>198.14</u>
TOTAL	-	\$ 198.14

2. Donation of \$1,000 from Woodmen of the World. This donation will be used to assist with Special Education student school supplies.

3. Donation of flooring – carpet and tile, from Lee Kitchen Carpet & Appliance Center, with an estimated value of \$500. This donation will benefit the CV-TEC Construction Trades program.

4. Donation of a US General Series 2 30" 5-drawer Green Mechanics Cart from Harbor Freight Tools for Schools, with an estimated value of \$239.99. This donation will benefit the CV-TEC Welding program.

ENC. 6

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

1. School Library System Basic Operating Aid from \$94,539 to \$108,060, for the period of July 1, 2020 through June 30, 2021, due to rollover funds from 2019-2020. (pending State Education Department Approval). (ISC)

2. School Library System Supplemental Operating Aid from \$46,166 to \$57,639, for the period of July 1, 2020 through June 30, 2021, due to rollover funds from 2019-2020. (pending State Education Department Approval). (ISC)

3. School Library System Categorical Aid for Automation from \$9,454 to \$10,647, for the period of July 1, 2020 through June 30, 2021, due to rollover funds from 2019-2020. (pending State Education Department Approval). (ISC)

CHAMPLAIN VALLEY EDUCATIONAL SERVICES

Board of Cooperative Educational Services
Sole Supervisory District of Clinton, Essex,
Warren and Washington Counties

DATE: October 14, 2020

KIND OF MEETING: Regular Board Meeting

PLACE: Instructional Services Center, Plattsburgh, NY (Board Members Only)
Remote Via Webex Event (Video & Transcription will be available on CVES Website upon completion)

Board Members Present:

Larry Barcomb
Linda Gonyo-Horne
Richard Harriman, Sr.
Donna LaRocque
Ed Marin (*joined the meeting at 6:44 p.m.*)
Thomas McCabe
Bruce Murdock
Lori Saunders
Michael St. Pierre
Scott Thurber

Board Members Absent:

Leisa Boise
Patricia Gero
Evan Glading
Richard Malaney
Doug Spilling

Executive Officer:

Dr. Mark C. Davey

Board Clerk:

Meaghan Rabideau

Others Present:

Teri Calabrese-Gray
Michele Friedman
Matthew Slattery
Eric Bell
Alex St. Pierre
James Bouffard
Paul Lamoy
Eric Robert
Garrett Hamlin

MEETING
TO ORDER

Board President St. Pierre called the meeting to order at 6:35 p.m.

AUDIT
PRESENTATION

CVES' External Auditors, Michael Rossi, CPA, and Amy Pedrick, CPA, from West & Company attended remotely to share an overview of the recently completed independent audit for year-end June 30, 2020. Mr. Rossi shared the Independent Auditor's Report and provided a brief synopsis with highlights of the ratings of each area audited. Mr. Rossi and Ms. Pedrick were thanked by the Board's Audit Committee members for their work and thoroughness in the completed audit and for their comprehensive review in the Audit Committee meeting held prior to the Board meeting. The Audit Committee recommended the full Board to approve CVES' 2019-20 Annual Independent Audit. Dr. Davey also thanked the auditors and the Audit Committee for their time and engagement to review and discuss the audit, and, also CVES' Management Services staff and internal auditors for their continued high-quality work throughout the year which supported the successful audit.

EXECUTIVE
SESSION

Mr. Harriman Sr. moved, seconded by Mrs. Saunders, that the Board go into Executive Session at 6:46 p.m., for the following reasons: #5 - A matter of collective negotiations pursuant to article 14 of Civil Service Law (the Taylor Law); #6 - A matter of the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation; #9 - A matter related to a specific student of the district. All Board Members present voted yes—motion carried.

In Executive Session, the Board and Dr. Davey finalized his 2020-21 District Superintendent's goals and he shared the steps to implement and communicate these goals. Second, a confidential update was shared regarding CVES' Capital Project which involved several contractual-related matters. Next, Dr. Davey reviewed a number of Labor Relations matters including a non-precedent setting Memorandum of Agreement (MOA) involving the CVES United Professionals and the ongoing COVID-19 pandemic, and the addition of a MOA with CVES' managerial group to add the new Health Insurance & Workers' Compensation Consortium Administrator. Fourth, several hiring recommendations were discussed as well as an update on several employment searches upcoming and underway. Next, several pending contractual matters were reviewed and a confidential matter involving a student was reviewed. Lastly, several confidential personnel actions were reviewed with the Board prior to action during the business meeting.

Note: Ed Marin, Board Member, joined the meeting at 6:44 p.m.

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board come out of Executive Session at 7:51 p.m. All Board Members present voted yes—motion carried.

**BOARD MEMBER
APPRECIATION
MONTH**

Dr. Davey thanked all of the Board Members on behalf of CVES' entire organization for their important role in supporting our BOCES, our programs and services, our students, staff and our component school districts. The Board's time, hard work, continued support, and collaborative efforts during the ongoing pandemic have been unwavering. Dr. Davey acknowledged with appreciation the Board's support of CVES' re-opening efforts which successfully helped our BOCES to navigate through challenges and provide in-person learning. Due to COVID-19, there were no student presentations but Mrs. Friedman, CVES' Director of Career and Technical Education (CTE). and Mr. Slattery, CVES' Director of Special Education, shared their appreciation with the Board on behalf of their students and staff for the continued dedication and support the Board provides.

OPENING UPDATE

Matthew Slattery also reported that the Special Education division has had continued success, and that new job duties because of COVID-19 are becoming second hat even though they are added responsibilities (cleaning, sanitization, random screening, temperature checks, etc.). He gave special regards to the nursing staff for their overwhelming role this year with tracking symptoms in students, attendance, and now daily reporting to SED. Mr. Slattery also noted that October is also principal appreciation month and he gave recognition to all our Principals and lastly shared that the upcoming Open House will be virtual this year. Eric Bell reported that although reopening has been as difficult as anticipated, the adversity and challenges have been faced and our organization has exceeded all expectations, students are our first priority and that has been the driving force.

Both the CV-TEC and Special Education divisions have worked hard to face the challenge to provide exceptional in-person and, when needed, hybrid learning opportunities within our “new normal” instruction during the COVID-19 pandemic. Ms. Teri Calabrese-Gray applauded all team members involved in their non-stop efforts both here at CVES and our component districts to keep schools open. Ms. Michele Friedman noted that continuing to stay open is because of the diligence done in the planning stages to make sure that we were prepared for the return of staff and students. She also reported that CV-TEC enrollment is strong and higher than last year. Mr. Matthew Slattery reported that the Special Education division has had continued success. He also shared that staff members are taking many additional steps each day due to COVID-19 to keep our learning environment safe including cleaning, sanitization, random screening, temperature checks, etc. Mr. Slattery gave special thanks to the nursing staff for their expanded role this year with keeping track of the many health symptoms and protocols involving students, attendance, and supporting information for CVES’ daily report submission to the NYS Department of Health (NYSDOH). Additionally, Mr. Slattery noted that October is principal appreciation month and he gave recognition to all our Principals and lastly, he shared that the upcoming Open House will be virtual this year. Mr. Eric Bell reported that although reopening has been as difficult as anticipated, the adversity and challenges have been faced and our organization has exceeded all expectations, students are our first priority and that has been the driving force. Dr. Davey concluded the opening updates and expressed his appreciation for CVES’ staff, Operations and Maintenance team, technology staff, CVES’ administrators and supervisors and his senior Cabinet leaders for their continuing hard work, implementation of all COVID-19 PPE and “best practices” to support the continuation of in-person learning. Dr. Davey indicated that it’s because of this on-going support and perseverance that CVES and our component school districts are in the 6th week of in-person learning.

CAPITAL PROJECT
UPDATE

Dr. Davey began the update by welcoming and thanking the Capital Project representatives in attendance: Mr. Paul Lamoy, Project Manager, and Mr. Eric Robert, President and Project Executive, from SchoolHouse Construction and architects - Mr. Garrett Hamlin and Mr. James Bouffard (attended remotely) both from Tetra Tech Architects & Engineers. Dr. Davey acknowledged the positive progress of the project and teamwork provided by our construction leadership team especially during the pandemic. A capital project update PowerPoint (PPT) presentation was provided. Mr. Robert began the update with accomplishments, COVID-19 safety protocol, project status updates for each of the CVES campuses. Mr. Lamoy then discussed the shift in focus of work from the Main Plattsburgh Campus to the Satellite campus now that students are back on campus. The Board was provided with several updated photos of completed work and Mr. Eric Bell reported that the construction team just surpassed 50% completion. The presentation concluded with a project schedule/outlook and an opportunity was provided for the Board to ask questions.

PREVIOUS

Mr. Harriman Sr. moved, seconded by Mrs. Saunders, to approve the minutes of

MINUTES

the September 9, 2020 monthly Board meeting as presented. All Board Members present voted yes—motion carried.

ANNUAL
INDEPENDENT
AUDIT

Mr. Harriman Sr. moved, seconded by Mrs. Saunders, that the Board approve the Annual Independent Audit, performed by West & Company, CPA, PC for the 2019-20 school year.

CONSENT
AGENDA
FINANCIAL

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

CERTIFICATION
OF WARRANT

Approve the Certification of Warrant for September 1, 2020 to October 5, 2020, as presented.

TREASURER'S
REPORT

Approve the Treasurer's Reports from June, July, and August 2020 as presented.

DONATIONS

Approve the following Donations:

1. For the Student Stipend Fund:

United Way (August 2020)	198.14
United Way (September 2020)	198.14
TOTAL -	<u>\$ 396.28</u>

2. Donation of \$300 from Linda Gonyo-Horne. This donation will be used to fund the JCEO Backpack Program.

3. Donation of \$250 from Mr. James McCartney & Mrs. Patricia McCartney in memory of Robert Carpenter. This donation will benefit programs of CV-TEC.

4. Donation of \$50 from Mountain Lake PBS in memory of Robert Carpenter. This donation will benefit programs of CV-TEC.

SPECIAL AID
FUND PROJECT
BUDGET
INCREASE

Approve the following Special Aid Fund Budget Increase:

1. Increase the North Country Region Career Pathways III Program special aid fund project budget from \$100,000 to \$190,129, for the period of April 1, 2020 through March 31, 2021, due to rollover of unexpended 2019-2020 project funds of \$90,129. (pending a fully executed contract with North Country Workforce Partnership, Inc.) (CV-TEC)

CONTRACT

Approve the following Contract:

1. Contract between Clinton-Essex-Warren-Washington BOCES and The Southern Regional Education Board/Schools that Work (SREB) to outline SREB's participation expectations and services under BOCES' partnership with SREB to

work towards school reform and continuous improvement of quality instruction at CV-TEC. The agreement remains in effect for the period of July 1, 2020 through June 30, 2021. The total billable amount for SREB services is \$17,600. (CV-TEC)

**CONTRACTOR/
CONSULTANT
AGREEMENT**

Approve the following Contractor/Consultant Agreement:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and A.P.L. Associates for the purpose of obtaining an Instructional Skills Level I Workshop for BOCES and BOCES component districts in an amount not anticipated to exceed \$21,500. The workshop dates are February 23, 24 & 25, 2021 and April 13 & 14, 2021. (ISC)

**SERVICES
AGREEMENT**

Approve the following Services Agreement:

1. Agreement between Clinton-Essex-Warren-Washington BOCES (BOCES) and Clinton Community College (CCC) for the purpose of obtaining remote and in-person instruction and associated support from CCC for CV-TEC's New Visions Applied Engineering Program, for MAT 204 Pre-Calculus and MAT 224 Calculus courses. Educational services will take place during the September 1, 2020 through June 30, 2021 school year at the rate of \$1,000 per instructional credit hour. The total amount payable to CCC for all services is \$8,000. (CV-TEC)

**RENTAL LEASE
AGREEMENT**

Approve the following Rental Lease Agreement:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and Abele Tractor & Equipment Co., Inc. for the rental of an excavator for use by the Mineville Campus Conservation Program. The duration of the agreement will be from October 2020 through June 2021 with an anticipated total expenditure of \$17,900 (the IDA will pay 50% of the total rental cost as one of the project entails work on the Essex County IDA project at the Moriah Business Park). (CV-TEC)

**LEASE
AGREEMENT**

Approve the following Lease Agreement:

1. Agreement between the North Country Workforce Partnership, Inc. (NCWP) and Clinton-Essex-Warren-Washington BOCES for the rental of 632 square feet of office space for use by the Partners in Transition Program at One WorkSource, 194 U.S. Oval, Plattsburgh. The lease commences September 1, 2020 and ends June 30, 2023. The monthly rent paid by BOCES to NCWP for the two-year ten-month term shall be \$816.86 per month. At the end of the term, the parties have the option to renew the lease for mutually agreed upon terms. (Special Education) (attached)

MEMBERSHIPS

Approve the following memberships for the Assistant Superintendent for Instruction and 21st Century Learning for the 2020-21 school year:

1. Association for Supervision and Curriculum Development (ASCD), \$89

2. Staff/Curriculum Development Network (S/CDN), \$575

CONSENT
AGENDA
PERSONNEL

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

RESIGNATIONS
FOR THE PURPOSE
OF RETIREMENT
LAREAU, GRANT

Approve the following letter(s) of resignation for the Purpose of Retirement

1. Kelly Lareau, English Teacher, Effective May 4, 2021
2. Dana Grant, Animal Science Teacher, Effective July 2, 2021

RESIGNATIONS
FACTEAU, ZULLO

Accept the following letters of Resignation:

1. Linda Facteau, Allied Health Term Contract Teacher, Effective September 25, 2020
2. Amanda Zullo, Assessment Planning Coordinator, Effective October 19, 2020

LEAVE OF
ABSENCE
HAMBLETON

Approve the following leave(s) of absence:

1. Heather Hambleton, Teacher Aide/Student Aide, unpaid leave of absence, October 27, 2020 through November 8, 2020.

RESCINDS

Rescind the following provisional civil service appointment that was approved at the September 9, 2020 Board meeting:

Name: Courtney Mitchell
Position: Benefits Director
Effective Date: October 19, 2020

AMENDMENTS

1. Amend the following Provisional Civil Service appointment that was approved at the September 9, 2020 Board meeting:

Name: Tori Knutson
Position: Account Clerk Typist
Effective Date: ~~September 23, 2020~~ **September 29, 2020**
Annual Base Salary: \$26,712
Prorated Amount: ~~\$20,650.43~~ **\$20,239.48**

2. Amend the following Adult Education Instructor appointment that was approved at the September 9, 2020 Board meeting:

Adult Education Health Careers, ~~\$38.00/hour~~ **\$38.50/hour**
Kathy Billings

FOUR-YEAR
PROBATIONARY

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

APPOINTMENTS
PASSNO

1. Cherie Passno, Special Education Teacher, Effective Date September 3, 2020, Annual Base Salary of \$47,357, Prorated Salary of \$47,120.21.

(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
APPOINTMENT
BEDARD,
DUQUETTE,
TROMBLEY,
DUSO, SPRONK,
FORTIN

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

1. Madison Bedard, Teacher Aide/Student Aide, Effective September 16, 2020, Annual Base Salary of \$17,844, Prorated Salary of \$17,305.99.
2. Emily Duquette, Teacher Aide/Student Aide, Effective September 21, 2020, Annual Base Salary of \$17,844, Prorated Salary of \$17,036.98.
3. Carrie Trombley, Teacher Aide/Student Aide, Effective September 21, 2020, Annual Base Salary of \$17,844, Prorated Salary of \$17,036.98.
4. Terra Duso, Teacher Aide/Student Aide, Effective September 24, 2020, Annual Base Salary of \$17,844, Prorated Salary of \$16,767.98.
5. Pascal Spronk, Teacher Aide/Student Aide, Effective September 28, 2020, Annual Base Salary of \$17,844, Prorated Salary of \$16,588.64.
6. Patricia Fortin, Teacher Aide/Student Aide, Effective October 7, 2020, Annual Base Salary of \$17,844, Prorated Salary of \$15,960.96.

CIVIL SERVICE
PROVISIONAL
APPOINTMENT
DEMARSE-
GIROUX

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

1. Vicki Demarse-Giroux, Benefits Director, Effective October 26, 2020, Annual Base Salary of \$85,000, Prorated Amount of \$63,041.67

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

PERMANENT
APPOINTMENT
AGONEY, MOORE

Grant a Permanent Appointment (Civil Service) to the following person(s):

1. Heather Agoney, Teacher Aide/Student Aide, Effective November 7, 2020
2. Jason Moore, Teacher Aide/Student Aide, Effective November 7, 2020

PART-TIME
APPOINTMENT
DEYO

Appoint the following person(s) to a Part-Time Appointment for the 2020-21 school year:

1. Judith Deyo, Special Education Teacher (43%), Effective September 29, 2020, Annual Base Salary of \$46,468, Prorated Salary of \$18,182.93.

PART-TIME
HOURLY
APPOINTMENT

Appoint the following person(s) to a Part-Time Hourly Appointment for the 2020-21 school year:

Teaching Assistant, \$14.50/hour
Ann White

TEMPORARY
GRANT
APPOINTMENTS

Approve the following temporary grant appointment(s) from July 1, 2020 - December 30, 2020:

1. Nathan Bullups, Work Study Student, not to exceed 121 hours, at \$11.80/hour
2. Andrew Barcomb, Work Study Student, not to exceed 139 hours, at \$11.80/hour
3. Jessica Hamilton, Work Study Student, not to exceed 165 hours, at \$11.80/hour
4. Alexa Lovely, Work Study Student, not to exceed 160 hours, at \$11.80/hour

2020 SUMMER
WORK

Approve the following 2020 Summer Work:

Classroom Move/Setup, hourly rate of pay

Louise O'Connell, Teaching Assistant

Not to Exceed 6 hours

Lori Warner, Teaching Assistant

Not to Exceed 6 hours

Jennilee Montanile, Special Education Teacher

Not to Exceed 6 hours

ADDITIONAL
WORK

Approve the following Additional Work for the 2019-20 School Year:

Stipend Positions, Compensation per collective bargaining agreement

Melissa Gough, Teaching Assistant

Employee Mentor - YDEC

Approve the following Additional Work for the 2020-21 School Year:

Stipend Positions, Compensation per collective bargaining agreement

Jacqueline Dashnaw, Teaching Assistant

Skills USA Co-Advisor – Plattsburgh

Megan Manson, Publication Specialist

Animal Science – Plattsburgh

Faye Dayton, Special Education

Employee Mentor- WAF (2nd stipend)

Continuation of Normal Work Year Duties, hourly rate of pay per contract

Nicole Pierce, Registered Nurse

Not to Exceed 140 hours

Judith Deyo, Special Education Teacher

Not to Exceed 52.5 hours

SUBSTITUTES

Approve the following list of Substitute and Temporary-On-Call appointments for the 2020-21 school year:

<u>Name</u>	<u>Position</u>
Jerel Billings	Custodial Worker
Michael Paquette	Custodial Worker (<i>Pending Fingerprint Clearance</i>)
Thomas Yakalis	Custodial Worker (<i>Pending Fingerprint Clearance</i>)
David Bender	Custodial Worker
Vicki-Lynn Safford	Food Service Helper
Sadie Kaltenbach	Food Service Helper (<i>Pending Fingerprint Clearance</i>)
Katelyn Belair	Food Service Helper
Frederick Nydegger	Teacher Aide/Student Aide
Ann White	Teacher
Paul Wisher	Teacher
Paulina Geoffroy	Teacher (<i>Pending Fingerprint Clearance</i>)
Kirstin Kalefsky	Teacher
Paulina Geoffroy	Teaching Assistant
Kirstin Kalefsky	Teaching Assistant (<i>Pending Fingerprint Clearance</i>)

2019-20 ANNUAL
REPORT ON
RESERVES

The 2019-20 Annual Report on Reserves was shared with the Board for informational purposes only.

MEMORANDUM
OF AGREEMENT
CEWW BOCES
AND CVES
MANAGERIAL
EMPLOYEES

Mr. Harriman Sr. moved seconded by Mrs. Saunders that the Board approve the Memorandum of Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the CVES Managerial Employees that acknowledges the addition of the Benefits Director.

MEMORANDUM
OF AGREEMENT
CEWW BOCES
AND CVES
UNITED
PROFESSIONALS
UNIT

Mrs. Saunders moved, seconded by Mr. Harriman Sr., that the Board approve the Memorandum of Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and Champlain Valley Educational Services United Professionals, Local 4807, NYSUT, AFT, AFL-CIO that acknowledges the addition that no new precedents or past practice shall be established due to the COVID-19 Pandemic. All Board Members present voted yes—motion carried.

RESOLUTION TO
UNSEAL AND
DESTROY
BALLOTS –
CAPITAL PROJECT
VOTE

Mr. Harriman Sr. moved seconded by Mrs. Saunders, that the Board Authorize the unsealing and opening of the ballot boxes and the destruction of all ballots contained herein, together with the unused ballots from the Capital Project Vote held on December 11, 2018. All Board Members present voted yes—motion carried.

RESOLUTION TO
UNSEAL AND
DESTROY

Mrs. Saunders moved, seconded by Mr. Harriman Sr., that the Board Authorize the unsealing and opening of the ballot boxes and the destruction of all ballots contained herein, together with the unused ballots from the Elizabethtown-

BALLOTS –
MERGER VOTE

Lewis/Westport Central School Districts Merger (to form Boquet Valley Central School District) Vote held on January 29, 2019. All Board Members present voted yes—motion carried.

TERMINATION
MOORE, NEILLY

Mrs. LaRocque moved seconded by Mrs. Saunders that the Board terminate the following person(s) in accordance with Civil Service Law:

1. Ashtyn Moore, Teacher Aide/Student Aide, Effective October 15, 2020
 2. Allison Neilly, Teacher Aide/Student Aide, Effective October 15, 2020
- All Board Members present voted yes—motion carried.

ESTABLISH
TEMPORARY-ON-
CALL RATES FOR
THE 2020-21
SCHOOL YEAR

Mr. Harriman Sr. moved, seconded by Mrs. LaRocque that the Board establish the following temporary-on-call rates for the 2020-2021 school year:

<u>Title</u>	<u>(Temporary On-Call)</u>	<u>2020-2021</u>	<u>Type</u>
Computer Specialist	\$15.00	Hourly	

All Board Members present voted yes—motion carried.

SUBSTITUTES

Mrs. LaRocque moved, seconded by Mr. Harriman Sr., that the Board approve the following list of Substitute and Temporary-On-Call appointments for the 2020-21 school year:

<u>Name</u>	<u>Position</u>
Haley Taylor	Computer Specialist (<i>Pending Fingerprint Clearance</i>)
Connor McKenzie	Computer Specialist (<i>Pending Fingerprint Clearance</i>)

All Board Members present voted yes—motion carried.

STRATEGIC PLAN
UPDATE

Dr. Davey shared with the Board the upcoming Strategic Plan schedule including the District Planning Team meeting this coming Thursday, October 15th. He reported that Sean Brady of Prism Decision Systems, LLC. is looking forward to again working with CVES this year. Mr. Brady has been working with CVES to implement a virtual strategic planning process, utilizing a “straw man” approach where CVES’ goals are reviewed and discussed collaboratively with the leadership teams first, then brought to the full teams for feedback and finalization, which has been very well received. The Board was reminded of the retreat on October 22nd that will be remote via Webex.

DISTRICT SUPT.
UPDATE

Dr. Davey began his update by discussing the recent NYSDOH submission of daily COVID-19 data reporting that the BOCES is now required to submit along with component districts. Various COVID-related daily information for our Plattsburgh and Mineville campuses includes items such as student and staff enrollment, COVID tests reporting, student referrals to Health Care Providers, numbers of positive tests, lab results as appropriate, etc. Similar information is reported statewide for all BOCES and school districts. Next, Dr. Davey discussed the next CVES Board meeting on November 18th which is planned to be held in-person here at ISC. He noted that a recent Executive Order by the Governor

permitting virtual Board meetings was continued thru November 3rd. Dr. Davey anticipates that the Executive Order will be extended again for another 30 days. Third, Dr. Davey reminded the Board that the NYSSBA convention will begin next week, with two weeks of virtual sessions. Next, Dr. Davey referenced that a very special announcement and press release was sent out today to recognize one of CVES' teachers. The announcement will take place tomorrow with one of CVES' teachers receiving the 2020 Harbor Freight Tools For Schools \$50,000 prize for teaching excellence National award. Lastly, Dr. Davey shared updates regarding the lobbying and advocating efforts of David Little, the Executive Director of the Rural Schools Association, as well as NYSSBA, and NYSCOSS to support schools and students. Continued efforts and updates will be shared with the Board as they become available.

OTHER

Mr. Ed Marin, Board member informed the Board that he had reached out to NYSSBA to ask for their help with aligning the NYSDOH guidance with our local health department guidance. Mr. Marin shared his concerns that different interpretations may not be practical and could hinder schools staying open to students attending in-person. Discussion then ensued on alternative diagnosis, testing availability and timeframe. Dr. Davey will continue to work closely with the local DOHs, Legislators, NYSSBA, RSA and our CSOs to advocate on our behalf for our schools and communities.

NEXT BOARD MEETING

The next Board meeting will be held on Wednesday, November 18, 2020, at the Instructional Services Center in Plattsburgh, NY. An anticipated Executive Session will begin at 6:30 p.m., with the monthly meeting to follow.

ADJOURNMENT

Mr. Murdock moved, seconded by Mr. Harriman Sr., to adjourn the meeting at 9:24 p.m. All Board Members present voted yes—motion carried.

Meaghan R. [unclear] Board Clerk

DRAFT

MEMO

To: Meaghan Rabideau, BOCES Board Clerk
 Clinton-Essex-Warren-Washington BOCES
 From: Angela Jennette, Claims Auditor
 Date: November 6, 2020
 Re: Report for Board Agenda for November 18, 2020 Meeting

The following warrant claims were reviewed from, October 6, 2020 to November 6, 2020:

Warrant No. & Date	Check Information	Gross Total Amount
W #17 - 10/08/2020	*Check Nos: 232662-232743** *ACH Payments: ACH000020-ACH000023	\$ 1,394,754.75
W #18 - 10/15/2020	*Check Nos: 232757-232804 *ACH Payments: ACH000024-ACH000030	\$ 122,707.40
W #19 - 10/22/2020	*Check Nos: 232805-232885** *ACH Payments: ACH000031-ACH000041	\$ 1,749,561.22
W #20 - 10/29/2020	*Check Nos: 232898-232971 *ACH Payments: ACH000042-ACH000049	\$ 155,061.07
W #21 - 11/05/2020	*Check Nos: 232972-233023 *ACH Payments: ACH000050-ACH000079	\$ 1,709,368.95

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

IRS-EFTPS: PR #8- Wire #941-101520- Warrant #19;
 PR #9- Wire #941-103020- Warrant #21;

Worker Comp. Wire #WC-202021- Warrant #19;

Health Ins. Monthly: Wire # HIN-102020- Warrant #17;

NYS Promptax: PR #7- Wire #NYS-093020- Warrant #17;
 PR #8- Wire #NYS-101520- Warrant #19;
 PR #9- Wire #NYS-103020- Warrant #21;

Omni Financial Group: PR #8- Wire #OMN-101520- Warrant #18;
 PR #9- Wire #OMN-102020- Warrant #20;
 Wire #100820- Warrant 17;

<u>Transfer NYCLASS to General Depository:</u>	Capital Project	\$ 1,490,000.00
<u>Transfer TD Bank to NYCLASS:</u>	Health Consortium	\$ 4,000,000.00
	Workers Comp.	\$ 400,000.00

Health Insurance Consortium Payments:

10/13/20	\$ 1,490,545.43
10/19/20	\$ 1,717,617.22
10/26/20	\$ 1,685,900.07
11/02/20	\$ 1,435,552.77

****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:
10/07/20	Pending W#17	957	Missing Ok to Pay.	Will obtain Ok to Pay.	Removed from final warrant.
10/07/20	Pending W#17	3605	Incorrect amount per face of Purchase Order.	Will look into lease difference.	Removed from final warrant.
10/08/20	Final W#17				\$1,394,754.75
10/14/20	Pending W#18	13721	Invoices incorrectly entered on schedule.	Schedule is corrected.	Approved for final warrant.
10/15/20	Final W#18				\$122,707.40
10/21/20	Pending W#19	14232	Travel claim over 60 days.	Memo sent to Employee regarding 60 day policy.	Approved for final warrant.
10/21/20	Pending W#19	15490	Missing ASMS signature.	Obtained signature.	Approved for final warrant.
10/21/20	Pending W#19	1154	Service without Purchase Order requested.	Oversight by division.	Approved for final warrant.
10/22/20	Final W#19				\$1,749,561.22
10/28/20	Pending W#20	4024	Missing coding verification.	Coding verification done.	Approved for final warrant.
10/28/20	Pending W#20	533	Purchase Order requested after receiving invoice of service.	Division is developing a list to refer to for yearly rollover Purchase Orders.	Approved for final warrant.
10/28/20	Pending W#20	158	Purchase Order requested after receiving invoice of service.	Back log in rolling over new year Purchase Orders.	Approved for final warrant.
10/29/20	Final W#20				\$155,061.07
11/04/20	Pending W#21	10007	Purchase Order requested several weeks after work was completed.	Oversight in division when rolling to the new year.	Approved for final warrant.
11/05/20	Final W#21				\$1,709,368.95

**CLINTON-ESSEX-WARREN-WASHINGTON BOCES
TREASURER'S REPORT - SEPTEMBER 30, 2020**

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

	Cash Balance August 31, 2020	Cash Receipts September	Cash Disbursements September	Cash Balance September 30, 2020	Cash Receipts Year To Date	Cash Disbursements Year To Date	Cash Balance September 30, 2020
General Fund	\$ 2,856,989.29	\$ 12,434,444.92	\$ 11,189,149.22	\$ 4,102,284.99	\$ 16,891,916.43	\$ 16,292,189.71	\$ 4,102,284.99
Special Aid Fund	\$ (239,365.51)	\$ 95,092.74	\$ 212,804.13	\$ (357,076.90)	\$ 459,275.13	\$ 713,858.24	\$ (357,076.90)
Trust & Agency Fund	\$ 72,412.26	\$ 168,579.46	\$ -	\$ 240,991.72	\$ 176,592.54	\$ 30,427.72	\$ 240,991.72
School Lunch Fund	\$ (20,736.58)	\$ 1,558.40	\$ 22,938.93	\$ (42,117.11)	\$ 34,852.84	\$ 38,187.37	\$ (42,117.11)
Capital Fund	\$ 360,023.59	\$ 4,006.98	\$ -	\$ 364,030.57	\$ 25,347.76	\$ 109,234.59	\$ 364,030.57
Private Purpose Trust Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TD Bank - Operating							
General	\$ 235,719.11	\$ 13,323,520.00	\$ 13,211,261.21	\$ 347,977.90	\$ 22,513,301.85	\$ 22,445,007.82	\$ 347,977.90
SAVINGS ACCOUNTS							
NYCLASS							
BOCES-Wide Capital Project	\$ 20,800,346.94	\$ 805.18	\$ 2,070,000.00	\$ 18,731,152.12	\$ 7,039.88	\$ 5,520,000.00	\$ 18,731,152.12
Trust Fund Non-Expendable	\$ 11,974.79	\$ 0.49	\$ -	\$ 11,975.28	\$ 3.62	\$ -	\$ 11,975.28
Private Purpose Trust Fund	\$ 10,580.35	\$ 0.31	\$ -	\$ 10,580.66	\$ 2.92	\$ -	\$ 10,580.66
TOTAL CASH ON HAND	\$ 24,087,944.24			\$ 23,409,799.23	\$ 40,108,332.97	\$ 45,148,905.45	\$ 23,409,799.23

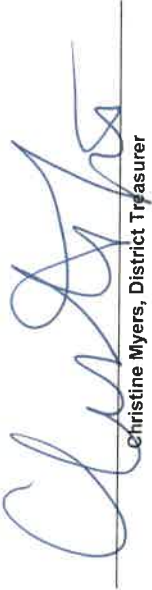
II. RECONCILIATION TO BANK STATEMENTS

TD BANK - MUNICIPAL CHECKING - OPERATING
 TD BANK - MUNICIPAL CHECKING - DEPOSITORY ACCOUNT
 NYCLASS - SAVINGS, BOCES-WIDE CAPITAL PROJECT
 NYCLASS - SAVINGS, KEITH BROADWELL SCHOLARSHIP
 NYCLASS - SAVINGS, JONELLE MARIE BUCK SCHOLARSHIP
 NYCLASS - SAVINGS, JWH SCHOLARSHIP
 NYCLASS - SAVINGS, DONALD W. COGSWELL SCHOLARSHIP
 NYCLASS - SAVINGS, SPELLING BEE SCHOLARSHIP
 NYCLASS - SAVINGS, CV-TEC ALLIED HEALTH SCHOLARSHIP

	September 30, 2020 Bank Balance	Add: Deposits in Transit	Less: Outstanding Checks	September 30, 2020 Cash Balance
	\$ 707,657.38	\$ -	\$ (359,679.48)	\$ 347,977.90
	\$ 4,308,113.27	\$ -	\$ -	\$ 4,308,113.27
	\$ 18,731,152.12	\$ -	\$ -	\$ 18,731,152.12
	\$ 699.90	\$ -	\$ -	\$ 699.90
	\$ 700.71	\$ -	\$ -	\$ 700.71
	\$ 11,975.28	\$ -	\$ -	\$ 11,975.28
	\$ 1,169.52	\$ -	\$ -	\$ 1,169.52
	\$ 2.10	\$ -	\$ -	\$ 2.10
	\$ 8,008.43	\$ -	\$ -	\$ 8,008.43
TOTAL CASH ON HAND				\$ 23,409,799.23

GENERAL FUND INTEREST RECEIVED 7/01/20 - 9/30/20 \$ 2,161.97
 CAPITAL FUND INTEREST RECEIVED 7/01/20 - 9/30/20 \$ 7,039.88

PREPARED BY:



Christine Myers, District Treasurer

DATED:

10/20/20

CLINTON-ESSEX-WARREN-WASHINGTON BOCES
EXTRAClassroom Activity Fund
TREASURER'S REPORT

FOR THE PERIOD 09/01/2020 TO 09/30/2020

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	7,572.14	7,572.14	0.00	7,572.14	0.00	7,572.14
SKILLS USA - MINEVILLE	1,870.43	1,870.43	0.00	1,870.43	0.00	1,870.43
NO. COUNTRY LOGGERS	616.98	616.98	0.00	616.98	0.00	616.98
REFLECTIONS	503.14	503.14	0.00	503.14	0.00	503.14
LPN CLASS	688.80	688.80	0.00	688.80	0.00	688.80
RAZORS EDGE	1,179.97	1,179.97	0.00	1,179.97	0.00	1,179.97
SALES TAX	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	12,431.46	12,431.46	0.00	12,431.46	0.00	12,431.46

COLBY SISKAVICH, EXTRAClassroom Treasurer

DATE

09/30/2020 Bank Balance
Add: Deposits in Transit
Less: Outstanding Checks
09/30/2020 Balance on Hand

\$ 12,481.46
\$ -
\$ (50.00)
\$ 12,431.46

ENC. 7

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

1. Regional Food Bank of Northeastern NY Backpack Program special aid fund project, in the amount of \$1,757, for the period of July 1, 2020 through June 30, 2021. This program is funded through private and business donations. (Special Education)

ENC. 8

Recommend that the Board approve the following Budget Increase:

1. Career and Technical Education Program budget from \$7,794,957 to \$7,951,453 due to increased revenue from the sale of surplus equipment in the 2020-2021 school year.

ENC. 9

Recommend that the Board approve the following Snow Removal and Sanding Services Agreement Renewal:

1. Renewal Agreement between Clinton-Essex-Warren-Washington BOCES and Scalzo Construction to provide snow removal and sanding services at the Mineville Campus for the period of November 1, 2020 through April 30, 2021 at a current estimated cost of \$13,000 (Management Services) (attached)

ENC. 10

Recommend that the Board approve establishing a scholarship fund and bank account for the “Scott Weber Wolter Memorial Scholarship Fund”. The fund will award \$1,000.00 annually to a graduating high school student completing the CTE Construction Trades Program who is continuing his/her education in pursuit of an Associates or Bachelor’s degree program in a related field of study. The scholarship will be funded through the will of David B. Walter.

ENC. 11

Recommend that the Board approve the following Cooperative Bidding Resolution:

WHEREAS, A number of Boards of Cooperative Educational Services (BOCES) and School Library Systems (SLS) require software and database access

WHEREAS, The BOCES or SLS named below is desirous of participating with other BOCES and SLS in New York State in cooperatively procuring the software and database access, as authorized by General Municipal Law, Section 119-o, and

WHEREAS, The BOCES named below wishes to appoint the Albany-Schoharie-Schenectady-Saratoga BOCES (Capital Region BOCES) to advertise for, receive competitive proposals, and award contracts on their behalf; therefore

BE IT RESOLVED, That the BOCES listed below hereby appoints the Capital Region BOCES to represent it in all matters relating above, and designates the Daily Gazette Newspaper as the legal publication for all related legal notifications, and,

BE IT FURTHER RESOLVED, That the BOCES listed below authorizes Capital Region BOCES to represent it in all matters leading up to and including the entering into a contracts for the purchase of the above mentioned software and database access, and,

RENEWAL OF INDEPENDENT CONTRACTOR/CONSULTANT AGREEMENT

WHEREAS, the Clinton-Essex-Warren-Washington County Board of Cooperative Educational Services, with its principal place of business at 518 Rugar Street, Plattsburgh, New York, 12901 ("BOCES") and **Scalzo Construction**, with its principal place of business at 78 Furnace Road, Moriah, NY entered into an INDEPENDENT CONTRACTOR/CONSULTANT AGREEMENT dated the 13th day of November 2019 for Snow Removal and Sanding Services, hereinafter "SERVICES," for the period of November 14, 2019 through April 30, 2020; and

WHEREAS, under the terms of the Agreement, the BOCES and **Scalzo Construction** may agree to extend the term of the Contract on an annual basis for a one-year period, not to exceed four (4) renewal periods;

NOW THEREFORE, the parties agree as follows:

1. BOCES and **Scalzo Construction** shall extend the term of the INDEPENDENT CONTRACTOR/CONSULTANT AGREEMENT for SERVICES dated November 14, 2019 through April 30, 2020 for the additional period of November 1, 2020 through April 30, 2021; and
2. All of the other terms and conditions of the INDEPENDENT CONTRACTOR/CONSULTANT AGREEMENT dated the 13th day of November 2019 including ATTACHMENT(S) shall remain the same and in full force and effect during the new term described above.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as follows:

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

By: _____
Michael St. Pierre
Board President

By: _____
Mark C. Davey
District Superintendent

Date: _____

Scalzo Construction

By: 
Aaron Scalzo

Date: 11/4/20

CVES MISSION

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

INSURANCE AGREEMENT – CONTRACTORS

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

Attachment I

Scalzo Construction
Snow Removal and Sanding Services 2020-2021

Service Prices from 11/1/20 through 4/30/21:

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

ENC. 11 CONTINUED

BE IT FURTHER RESOLVED, That the BOCES listed below agrees to (1) abide by majority decisions of the participating districts; (2) abide by the award of the Capital Region BOCES Board; (3) and that after the award of contracts it will conduct all negotiations directly with the awarded contractors.

ENC. 12

Committees

May 13, 2020 Audit Committee Meeting Highlights (informational) (attached)

ENC. 13

Recommend that the Board approve the following letter(s) of resignation for the Purpose of Retirement:

1. Sharon Squire, Teaching Assistant, Effective May 1, 2021
2. Susan Tourville, Teaching Assistant, Effective July 1, 2021
3. Rebecca Garrow, Teaching Assistant, Effective July 1, 2021
4. Paul Lemza, Special Education Teacher, Effective July 1, 2021
5. Patty Delisle, Job Placement Aide, Effective August 1, 2021

ENC. 14

Recommend that the Board approve the following letter(s) of Resignation:

1. Leonard Smart, Vehicle Maintenance Repair Teacher, Effective October 26, 2020
2. Diana Handly, Account Clerk/Typist, Effective December 6, 2020

ENC. 15

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

1. Henry Aguilar, Lifeguard, unpaid leave of absence, effective October 6, 2020 through December 11, 2020.

ENC. 16

Recommend the Board rescind the following additional work that was approved at the September 9, 2020 Board meeting:

Stipend Positions (compensation per collective bargaining agreement)

Sheila Boyea

Employee Mentor

Champlain Valley Educational Services
Audit Committee - Meeting Minutes
May 13, 2020 - 5:00 p.m., WebEx Remote Audit Committee Meeting

Present: Richard Harriman, Sr., Audit Committee Member
Linda Gonyo-Horne, Audit Committee Member
Doug Spilling, Audit Committee Member
Thomas McCabe, Audit Committee Member
Alex St.Pierre, Network & Systems Coordinator
Amy Pedrick, External Auditor, West & Co. CPA's
Michael Rossi, External Auditor, West & Co. CPA's
Eric Bell, Assistant Superintendent for Management Services
Dr. Mark Davey, District Superintendent
Christine Myers, BOCES Treasurer

Meeting Started at 5:00 p.m.

1. Approved the minutes from February 12, 2020 Audit Committee Meeting

Motion to approve (Richard Harriman, Sr. 1st, Doug Spilling 2nd)

2. External Audit Entrance Conference

Usually auditors are here for Pre-Audit work in May. Their plan is to come up in August to perform full audit due to CO-VID restrictions. For the 2019-2020 audit, a major focus will be on internal controls evaluation. The auditors will identify areas of high risk and perform heavier audit testing of those specific areas. The auditors will audit extra-classroom as done each year and will focus testing on capital project spending and purchases of building and land. New for 2019-2020 will also be an evaluation of changes in procedures due to CO-VID and employees working from home.

Implementation of GASB 84 and forthcoming GASB in regards to leases has been delayed until the next fiscal year which will likely effect BOCES' financial statements.

Dr. Davey recognized the extraordinary efforts in maintaining financial services along with many other areas such as remote instruction and meal services during the pandemic.

Audit Committee members are always welcome to reach out to the auditors directly if there are any areas of concerns they would like to discuss.

Next Meeting is October 14, 2020 with the External Auditors to review their 2019-2020 audit report.

3. Meeting adjourned at 5:15 p.m.

Approved 5/13/20 (Thomas McCabe 1st/Richard Harriman, Sr. 2nd)

ENC. 17

Recommend that the Board grant Tenure to the following person(s):

1. Jordan Wendling, Special Education Teacher, Effective December 19, 2020
2. Chelsea Benway, Teaching Assistant, Effective January 12, 2021
3. Jamie Plumadore, Allied Health Teacher, Effective January 18, 2021

ENC. 18

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

1. Name: Janeen Defayette
Position: Teacher Aide/Student Aide
Effective Date: November 4, 2020
Tentative Permanent Date: November 4, 2021
Annual Base Salary: \$17,844
Prorated Salary: \$14,167.60
2. Name: Matthew Palkovic (previously provisional)
Position: Network & Systems Technician
Effective Date: October 16, 2020
Tentative Permanent Date: October 16, 2021
3. Name: Kaitlyn Goodenough (previously provisional)
Position: Account Clerk/Typist
Effective Date: November 3, 2020
Tentative Permanent Date: November 3, 2021
4. Name: Tori Knutson (previously provisional)
Position: Account Clerk/Typist
Effective Date: November 10, 2020
Tentative Permanent Date: November 10, 2021
5. Name: Kylee Gonyea (*Pending Fingerprint Clearance*)
Position: Account Clerk/Typist
Effective Date: November 19, 2020
Tentative Permanent Date: November 19, 2021
Annual Base Salary: \$26,712
Prorated Salary: \$16,438.15
6. Name: Michael Clarke
Position: Building Maintenance Mechanic
Effective Date: November 30, 2020
Tentative Permanent Date: November 30, 2021
Annual Base Salary: \$33,040
Prorated Salary: \$19,442.77

ENC. 19

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

1. Name: Emilee Quantock
Position: Benefits Specialist
Effective Date: December 7, 2020
Annual Base Salary: \$39,000
Prorated Amount: \$22,200.00
(EFFECTIVE PERMANENT DATE TO BE DETERMINED UPON SUCCESSFUL COMPLETION OF CIVIL SERVICE EXAM)

ENC. 20

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

1. Michael Fisher, Building Maintenance Mechanic, Effective December 2, 2020

ENC. 21

Recommend that the Board appoint the following person(s) to a Part-Time Hourly Appointment for the 2020-21 school year:

Teacher Aide/Student Aide, \$12.57/hour
Kelly Lynn Watson

ENC. 22

Recommend that the Board approve the following Temporary Grant Appointment from November 19, 2020-December 30, 2020:

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

ENC. 23

Recommend that the Board approve the following 2020 Summer Work:

Classroom Move/Setup, hourly rate of pay
Andrea Denton, Teaching Assistant Not to Exceed 6 hours

ENC. 24

Recommend that the Board approve the following Additional Work for the 2020-21 School Year:

<u>Stipend Positions, compensation per collective bargaining agreement</u>	
Melissa Gough	Employee Mentor - YD
Nicole Santaniello	Skills USA Co-advisor – CV-TEC
Brandy Rosselli	PBIS Coordinator

ENC. 25

Recommend that the Board approve the following list of Facilitator(s) for the 2020-21 school year:

Facilitators \$30.00/hour

Michael Zent

ENC. 26

Recommend that the Board approve the following list of Substitute and Temporary-On-Call appointments for the 2020-21 school year:

<u>Name</u>	<u>Position</u>
Jacob Garlock	Custodial Worker
Jennifer Christiansen	Principal
Dianna Handly	Account Clerk/Typist

ENC. 27

Recommend that the Board approved the following Records Retention Schedule Resolution:

RESOLVED, By the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A: (a)only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein; (b)only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

**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

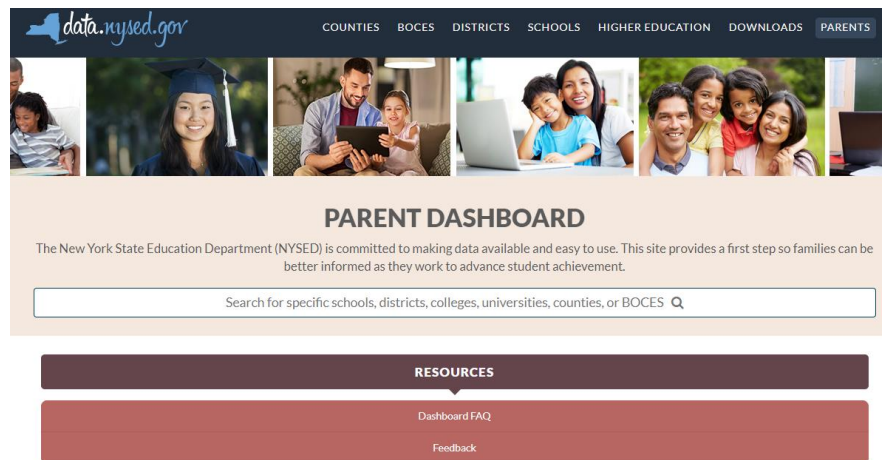
Champlain Valley Educational Services empowers students, schools and communities by providing exemplary education, training, support and shared services.

MEMORANDUM

TO: Dr. Mark Davey
FR: Teri Calabrese-Gray
DA: November 6, 2020
RE: **November 2020 Board Report**

NYSED LAUNCHES PARENT DASHBOARD

The New York State Education Department (NYSED) recently launched a [Parent Dashboard](#) to increase transparency and make information about school performance and other school-level data easier for parents and the public to access. The Parent Dashboard features a clean, simple design to better provide parents with information about their child's school.



The Every Student Succeeds Act (ESSA) requires that all state and local agencies receiving Title I funding provide the public with an annual report card evaluating school performance and progress. To that end, NYSED designed the Parent Dashboard to meet these requirements in a way that is informative and user-friendly for parents and the public. The Dashboard offers information on all public schools including charter schools.

In 2019, NYSED gathered feedback from parents and stakeholders to guide the work of developing the Parent Dashboard. The data elements that parents ranked highest on the survey are available on the Parent Dashboard.

NYSED is now gathering additional feedback from parents and stakeholders to guide further enhancements to the Parent Dashboard. NYSED will use this feedback to identify the data that is most useful to parents and the public and to make improvements to the website. We invite parents and other stakeholders to explore the Parent Dashboard and then provide feedback via an [online survey](#).

The Parent Dashboard provides access to the following school-level data elements:

- Student Enrollment and Ethnicity
- Average Class Size
- School Climate
- Accountability Status
- Assessment Results
- Financial Transparency
- Graduation Rate
- College, Career, and Civic Readiness
- School/District Location and Contact Information

The data on the Parent Dashboard will be updated annually. Additional education data is available on NYSED's [public data website](#), including detailed data on enrollment, assessments, graduation rates, and much more.

JANUARY 2021 REGENTS EXAMINATIONS CANCELLED DUE TO ONGOING PANDEMIC

The January 2021 administration of the High School Regents Examination Program is cancelled due to the ongoing COVID–19 pandemic. This cancellation applies to all Regents Examinations that had been scheduled for the January 2021 Regents Examination period. No decisions have been made regarding the June and August 2021 administrations of Regents Examinations or any of the other State assessment programs.

Due to the cancellation of the January 2021 Regents Examinations, the Department will propose modifications to the assessment requirements that students must meet in order to earn high school diplomas, credentials, and endorsements at the December Board of Regents meeting. These modifications apply to all students who are completing a secondary-level course of study or make-up program in January and are scheduled to participate in one or more of the January 2021 Regents Examinations.

To ensure students are not adversely impacted by the cancellation of the exams, the Department will ask the Board of Regents to adopt emergency regulations pertaining to the assessment requirements that students must meet in order to earn diplomas, credentials and endorsements. Under the proposed emergency regulations, students who are planning to take one or more Regents

Examinations during the January 2021 examination period at the conclusion of a course of study or make up program shall be exempt from the requirements pertaining to passing such Regents Examination to be issued a diploma. To qualify for the exemption, the student must meet one of the following requirements:

- Be currently enrolled in a course of study that would ordinarily culminate in the taking of a January 2021 Regents Examination and earn credit for such course of study by the end of the first semester of the 2020-21 school year; or
- Between September 1, 2020 and the end of the first semester of the 2020-21 school year, successfully complete a make-up program for the purpose of earning course credit; or
- Be preparing to take a required Regents Examination to graduate at the end of the first semester of the 2020-21 school year.

All current [safety net options](#) remain in effect for all students and must be considered in the determination of which diploma type can be awarded. To determine whether general education students, English language learners, and students with disabilities are eligible to earn either a Regents or local diploma, districts and charter schools should consider an exempted examination to be a score of 65. However, students with a disability eligible for the compensatory safety net may not use exemptions on tests to compensate for lower test scores.

Any student including a student with a disability who does not earn a Regents or local diploma continues to be eligible for a free appropriate public education until the end of the school year in which the student turns age 21, or until the receipt of a Regents or local high school diploma.

Examinations from which students have been given an exemption as a result of the COVID-19 related cancellation of the January 2021 Regents Examinations shall be excluded from any calculation used for determining eligibility for an Honors or Mastery endorsement on a diploma. In the case of Honors endorsements to either a Regents Diploma or a Regents with Advanced Designation Diploma, if a student achieves a calculated average of 90 or above on all examinations taken applicable to their diploma type, they will attain the honors endorsement on such diploma. Any examination exempted as a result of COVID-19 related cancellation of the January 2021 examinations shall not be included in such calculation.

Please view the [memo](#) sent to the field, an [FAQ document](#) and the Department's [COVID-19 Information site](#) for additional information and guidance.

NYSED LAUNCHES ERIN'S LAW WEBSITE TO HELP DISTRICTS DEVELOP SEXUAL ABUSE PREVENTION EDUCATION

In October, the State Education Department launched an [Erin's law website](#) with materials to help educate students on awareness, skills, self-confidence and support to prevent child sexual exploitation and child sexual abuse. New York's Erin's Law addresses the need to prevent sexual

abuse of students in grades K-8, which requires defining and addressing the wide range of behaviors and experiences related to sexual violence, such as child sexual abuse, sexual assault, and child sexual exploitation. Resources available on [NYSED's Erin's Law website](#) include grade-banded curricular benchmarks that will assist in guiding instruction and lesson development. Educators will also find a suite of available curricular resources appropriate for various grade levels.

NYSED recommends that educators bolster any existing curriculum offered on this topic in accordance with the existing New York State standards for Health education to fully comply with the intent of Erin's Law. While curriculum remains a local decision in New York State, these resources provided can serve as a foundation in curriculum development. NYSED also encourages local school districts to partner with families and communities to make decisions about sexual abuse education that are developmentally appropriate and consistent with community values.

NYSED's Erin's Law website and resources were developed in partnership with the Department of Health, the NYSED Office of Student Support Services, the Office of Children and Family Services (OCFS), and the Monroe 2 BOCES.

LATEST INFORMATION REGARDING ASSESSMENTS FROM FEDERAL DOE

The United States Department of Education released an [FAQ on the Impact of COVID-19 regarding Accountability Systems](#). The information in the document is intended to provide responses to questions State Education Agencies, local educational agencies (LEAs), and schools may have regarding implementation of the COVID-19 waivers and the impact of COVID-19 on accountability systems for the 2020-2021 school year. An important question that would be of most interest to our component districts is, "What assessment and accountability requirements apply for the 2020-2021 school year and the resulting fall 2021 accountability determinations?" At this point and time, the answer provided in the FAQ is as follows:

Assessment, accountability, school identification, and reporting requirements under Title I are not waived for the 2020-2021 school year (i.e., an SEA must administer statewide assessments in the 2020-2021 school year and meet requirements for accountability, school identification, and report cards based on data from the 2020-2021 school year). While the Department realizes that some SEAs, LEAs, and schools are developing plans for further reopening schools and safely providing instruction, based on information currently available, the Department expects that an SEA will meet all ESEA assessment, accountability, school identification, and reporting requirements in the 2020-2021 school year.

CVES MISSION

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

TO: Dr. Mark C. Davey

FROM: Michele M. Friedman

DATE: November 6, 2020

RE: November 2020 Board Report

CV-TEC Enrollment for the 2020-2021 School Year

We have been receiving enrollment confirmations from all of our districts to verify enrollments on our three campuses for both the CV-TEC CTE and Pre-CTE Programs. Total high school enrollment numbers from all component districts are consistent with budget projections. Post-secondary enrollment is still under review; however, we expect the enrollment numbers to be below budget projections. Currently there are 652 high school students enrolled in CTE & PreCTE Programs (623 and 29 respectively). This is an increase from projected enrollment and 20219-2020 enrollment of 616 high school students in CTE and PreCTE Programs (580 and 36 respectively).

Virtual Fall Family Nights

Our Mineville and Plattsburgh campuses hosted Virtual Family Nights for our CV-TEC families on October 21 and 22, 2020 respectively. Families were encouraged to sign onto Microsoft Teams to meet our CV-TEC CTE & Core Academic Teachers, Coordinators, and School Counselors, to learn about the curriculum and to “see” the instructional spaces.

Update on Divisional Goals and Strategic Plan & Divisional
2020-2021 CV-TEC DIVISIONAL GOALS

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



- Establish Teams Standards
 - Alignment of CTE Programs to Blueprints
 - Performance Assessment implementation plan for 20-21
- Market our programs to achieve enrollment targets.
 - Revitalize & reformat the Spring Open House Event for purposes of community awareness and recruitment of new students.
 - Planning & Implementation of additional recruitment events for target populations:
 - KidNectons Courses
 - HS CTE Programs
 - Adult CTE Programs
 - Adult Evening Courses
- Provide our students multiple pathways to success that allow seamless, efficient transitions to further education or to the workplace.
 - Redesign Job Target Competency Profile to include: Work Based Learning (WBL), Employability Skills, Credentials & Certification
 - Implement re-aligned TRW Curriculum with Employability Skills Training Components & establish exit criteria
- Meet Federal and State grant outcomes to lead adult students on a pathway out of poverty toward success in education, training, post-secondary and/or employment.
 - Increase enrollment to meet grant targets
 - Improve TASC test pass rate
 - Implement new Women in Industry Program
 - Increase the number of adults who transition from jail into education or training programs
 - Continue partnerships for employment opportunities
- Strengthen Team CV-TEC by emphasizing Divisional continuity among all buildings, sites, departments, programs and team members through ongoing professional development, collaboration and reorganization of Divisional procedures and protocols.

New Program Offerings/Updates/Initiatives

New Visions Applied Engineering Program

New Visions Applied Engineering is a competitive one-year exploratory program for select high school seniors expressing an interest in a post-secondary educational experience in the Field of Engineering and/or related fields. The rigorous academic curriculum is combined with practical, applied work experience as students engage in STEM concepts, project-based learning activities and clinical observations with business and industry partners in the field. The program incorporates dual enrollment with both Clinton Community College and North Country Community College as well as career exploration and Work-Based Learning (WBL) experiences in Applied Engineering.

The program is currently running in both Clinton and Essex County's CV-TEC Campuses and has a total enrollment of 16 students. Students represent the following school districts: AVCS, BCS, BVCS, Crown Point, Keene, NAC, Peru, Saranac, and Willsboro.

Carl D. Perkins V Grant & Academic Services Update

Perkins:

- The Perkins Grant initiative funds Career and Technical Education (CTE) initiatives at CV-TEC. The amount of the 2020-2021 one-year extension grant was \$121,263.
- The Perkins grant required a Comprehensive Local Needs Assessment (CLNA) to be conducted during the 2019-2020 school year. In addition to the regularly scheduled annual review processes that we already have in place (ex. Advisory Council/ Advisory Committee/ Superintendent meetings), a three-day visit was led by a national organization, the Southern Regional Education Board (SREB), and included members from our community (business, industry, secondary partners, etc.). The results of this important review will determine the direction of the Perkins grant for the next two (2) to four (4) years. The results of the review that are prioritized for the 2020-2021 school year are described in the attachment entitled “Section 6: Converting the Needs Assessment Summary into Action Items for Perkins Funding” (which is a portion of the grant application).

NYSED CTE Program Re-Approval Process:

- Three (3) CTE programs completed the NYSED (Re-)Approval process: Early Childhood Education, Marine Technology, and Welding. The Natural Resource Management program will be applying for NYSED Re-Approval during the 2020-2021 school year and the Re-Approval for the following programs is due during the 2021-2022 school year: Animal Science: Veterinary Assistant, Automotive Collision Repair, Automotive Technology, Business & Health Management, Digital Art & Design, and Graphic Design & Communications.
- Components of this approval process include: self-study, curriculum review, post-secondary partnerships (articulation agreements), work-based learning opportunities, national technical assessments, and an external review. CTE programs completing this rigorous approval process provide high school students with integrated academic credit meeting graduation requirements, work-based learning opportunities, post-secondary articulated and/or dual-enrollment credit, and the opportunity to earn the CTE Endorsement Seal on their diploma. CV-TEC partners with business, industry, post-secondary and secondary school districts for continuous improvement for the CTE programs.

National Work Readiness Credential (NWRC):

- During the Spring 2020 semester, a pilot administration of the NWRC was run for a cohort of juniors (by district request) in addition to the seniors and post-secondary students. The results of this administration include: Of the 313 students that completed the NWRC, 227 were successful in earning their credential, which is a 73% success rate. Of those: 53 out of 65 juniors were successful (82%); 162 out of 234 seniors were successful (69%); and 12 out of 14 post-secondary students were successful (86%). Typically there is a re-teaching and make-up administration for those students that were unsuccessful with one of the four assessments, however due to the mandatory school closure we were unable to accomplish that. If the re-teaching and make-up administration had occurred, the final NWRC results would have been significantly higher.
- In addition to earning the nationally recognized employment credential, high school students earning the NWRC credential qualify for the NYSED CDOS Pathway approved 4+1 assessment option.

OneWorkSource Campus Highlights: Grant Status

High School Equivalency and Job Skills Training Programs

- **Funding Status**

WIOA Corrections:	\$405,147
WIOA Literacy Zones:	250,000
WIOA Adult Basic Education	60,182
EPE (Employment Preparation Education) Application Pending:	512,673
Supplemental Nutrition Assistance Program (SNAP):	370,279
Career Pathways:	190,192
TASC Testing:	9,397
Total Grant Funds	\$1,797,870

- **Re-opening**

Re-opening plan submitted to NYSED 9/15/2020 per NYSED request and approved by NYSED 9/29/2020. All sites are either partially or fully re-opened.

- **Outreach Sites**

- OWS Plattsburgh
- OWS Elizabethtown
- Literacy Zone JCEO
- Clinton County Jail
- Essex County Jail
- Behavioral Health Service North
- Champlain Head Start

- **Job Skills Training**

- Welding 200 A- begins 10/14/20
- CNA- not open for enrollment- COVID restrictions
- AIME-not open for enrollment at this time
- Phlebotomy- not open for enrollment-COVID restrictions
- Women In Manufacturing- not open for enrollment-capital project restrictions

Standards & Conditions (Transition from COE)

- During the first part of the 2019-2020 academic year, CV-TEC's teachers met the goal established by the Standards and Conditions Committee of revising program-specific blueprints, developing syllabi, and administering formative performance assessments. Unfortunately, as a result of the COVID-19 pandemic, CV-TEC's programming was significantly altered between the middle of March 2020 and the end of the school year. Migrating our instruction to an entirely digital means of delivery was not only unprecedented, it prevented us from implementing some of the major initiatives identified by the Standards and Conditions Committee for the 2019-2020 school year. One of these initiatives was the implementation of summative performance assessments.

- Despite our transition from a “Level 1” response to a “Level 5” COVID-19 response, in June of 2020, two Standards & Conditions team members, Mark Brown and Jessica Mitchel-Briehl, provided a Microsoft TEAMS training to CV-TEC’s faculty. MS TEAMS was to become our standard for digital communication with CV-TEC students.
- The Standards & Conditions Committee’s Fall 2020 agenda is currently “TBA” as we await the outcomes of this year’s strategic planning initiative with Sean Brady. It is anticipated that we will continue to focus on implementation of formative and summative performance assessments in conjunction with national and local CDC and DOH health standards. No doubt, the performance assessment regimen will be made more complex with the introduction of physical distancing and sanitization requirements.

Work-Based Learning (WBL) Update

INCREASE WBL OPPORTUNITIES FOR ALL CTE STUDENTS

Currently we collaborate with approximately 200 business and industry partners to provide career exploration, financial literacy training, and work-based learning opportunities for our CTE students. This year, I will continue to build these business partnerships to increase our onsite projects, shadowing, internship, and apprenticeship experiences, in addition to providing virtual events.

EMPLOYABILITY SKILLS WORKSHOPS

CV-TEC has adopted an employability skills framework that will be utilized to drive professional development for our CTE teachers and micro-credentials for our students. These important marketable skills will be developed within the classroom curriculum, in our hands-on labs, through integrated academics, and with work-based learning opportunities. This year’s targeted Employability Skills Workshops will include: Customer Service Excellence, Effective Workplace Communications, Learning to Lead, Teamwork for the Trades, Technology in the Workplace, and Innovation and Entrepreneurship.



CAREER PLANNING SEMINARS

The Career Planning Seminars will kick off on October 19th. These sessions will allow students to learn the importance and proper steps in the career planning process. Students will complete skills and interest inventories and use that information to conduct targeted research. This first session will be followed up with employer informational meetings that will allow our students to network with professionals in the field and ask relevant questions from their research. Job shadows and additional employer interviews will be part of the career planning continuum.

Additional Upcoming Career Exploration Events

2020 North Country Manufacturing Day-VIRTUAL EVENT November 19-20, 2020

The 2020 North Country Manufacturing Day will include a virtual field trip of Mold-Rite Plastics and Camso. Students will have the opportunity to ask questions of our local professionals in the field. These networking sessions will help shed light on the many pathways to a successful career in manufacturing.

The **FINANCIAL LITERACY SEMINAR** will begin in January with a TRW Budget Project for all of our second-year students. They will complete a personal budget based on a net monthly income calculated from a posted position they would be qualified to apply for. Our graduates will take the information they learn from this research project and apply it to our Mad City Money Reality Fair event. We are partnering again with UFirst in the North and TrailNorth in the South to provide a virtual simulation of this event.



The **JOB SEEKING SEMINAR** will allow our CTE students to acquire the skills needed to be successful in the job seeking process. This event will begin with targeted instruction in the creation of the modern resume, developing a 30-second elevator pitch, creating an e-portfolio, and acing the video interview. To culminate these experiences, all graduating students will participate in a job fair, allowing them to preview and interview for summer jobs, internships, and other career opportunities in our area.



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

Health Careers Update

LPN:

- 24 students currently seated
- Meadowbrook Healthcare sponsoring 4 of their employees (full tuition and salary)
- All faculty have returned
- Clinical site adjustments due to COVID
- Preparation for conversion to Virtual Classroom (Clinical Simulations/MS Teams)

Adult CNA:

- On hold due to lack of access to skilled nursing facilities for clinical

Adult Phlebotomy:

- On hold due to COVID Building restrictions

Allied Health:

- Total Enrollment: Approx. 90 students/ 2 campuses
 - C.N.A. testing prep in progress (Postponed from June)
 - Curriculum flip due to clinical restrictions

New Visions:

- 30 Students/ 2 campuses. Classes to remain at CV-TEC Campuses until return to hospital clinical is imminent.

CPR/First Aid:

- Training per industry need continues.

Student Services Update

Student Services 2020-2021 Goals

- Assist in Retention and Transition of Students by Providing Access to Mental Health Counseling Services
 - Assist in Transitioning of Students by Providing Access to College and Financial Assistance
 - Work with Home School Guidance Departments to Assist Students in Meeting Graduation Requirements.
 - Work with Home School CSE Departments to Assist CV-TEC Teachers in Implementing IEPs and 504s
 - Assist in Recruitment Efforts by Setting up Individual and Group Visitations for Youth and Adults
 - Assist in Transitioning Students by Providing Career Counseling
-
- All three school counselors are working with our component districts to finalize enrollment and confirm placements on all campuses.
 - Collection and dissemination of all student IEP and 504 plans is currently in progress.
 - Reviewing the current counseling protocols and procedures and realigning them to our Level 1-5 Re-opening Plan.
 - Ongoing communications with families and students regarding programming, scheduling, and safety.
 - Adult students GI Bill questions have been answered and eligible students' applications for benefits have been filed with Buffalo and awaiting the disbursement of funds.
 - Created the CV-TEC Counselor-Plattsburgh Channel within each CTE Program. Created the CV-TEC Counselor-Mineville Team with all Mineville Campus students as part of the team.
 - Set up virtual Fall campus visit with SUNY Alfred. Contacting other SUNY colleges, particularly those with articulation agreements, to share a personalized virtual visit with CV-TEC.
 - Mineville scheduled 1/2 of our year 2 programs for reoccurring monthly career counseling sessions (to help student formulate and follow through with their post-graduation goals). Working with the other 1/2 program teachers to get these sessions scheduled.
 - Continuing to work with Veterans Administration to maintain compliance and secure anticipated tuition funds.
 - Encouraging students to utilize TEAMS for connecting with counselors as we prepare for remote possibilities.
 - Ongoing meetings with agencies including, ACCESS-VR, DSS, etc.

CVES MISSION

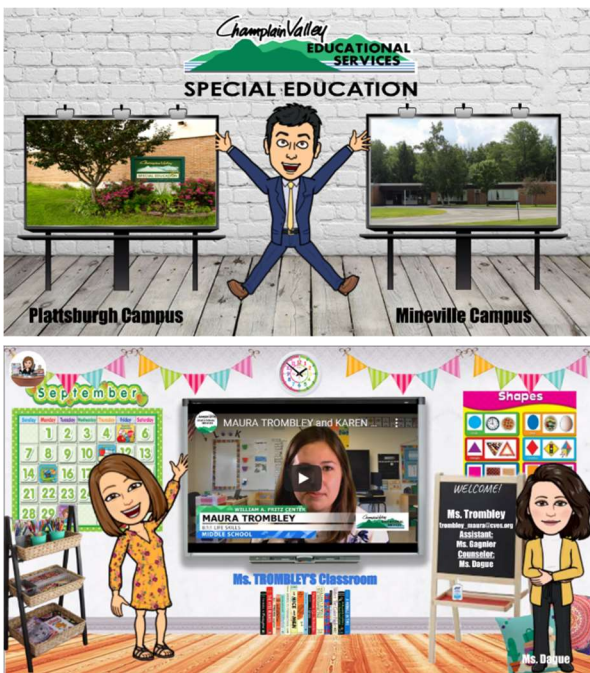
Champlain Valley Educational Services empowers students, schools and communities by providing exemplary education, training, support and shared services.

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

Virtual Open House a BIG SUCCESS

October is usually a bustling month in our building, full of students, families, and community partners as we host Open House. This year brought additional challenges as we continue to implement preventative measures such as increased hand washing, additional cleaning of our buildings and classrooms, and the limiting of visitors within our school environment. The Special Education Division, in turn, decided instead of bringing the families to the Special Education Division, we would bring the division to them. In partnership with the Publications Department in ISC, staff created personalized messages for our families welcoming them to the 2020-2021 school year.

This innovative model created an opportunity for classroom staff and related service provider teams to each record a short welcome message for students and families. These messages were then placed within a large slide presentation of virtual classrooms, offices and other school environments. The commitment to our students and families thru these efforts of our school team was well received and appreciated by families, partnering districts and community organizations.

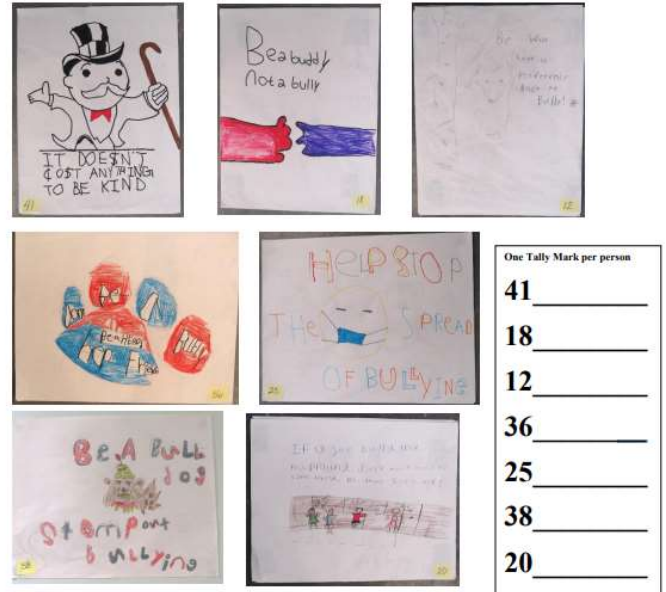


Some Highlights from the Month of October

October was a busy month. Everyone in the Special Education Division continues to do an excellent job of staying vigilant with all safety protocols and we are thankful to continue with daily, in-person learning.

■ Anti-Bullying Poster Contest

- Students created anti-bullying posters with all participants receiving a certificate and the top 3 received a pack of colored pencils. Finalists were selected by our PBIS committee and are located to the right.

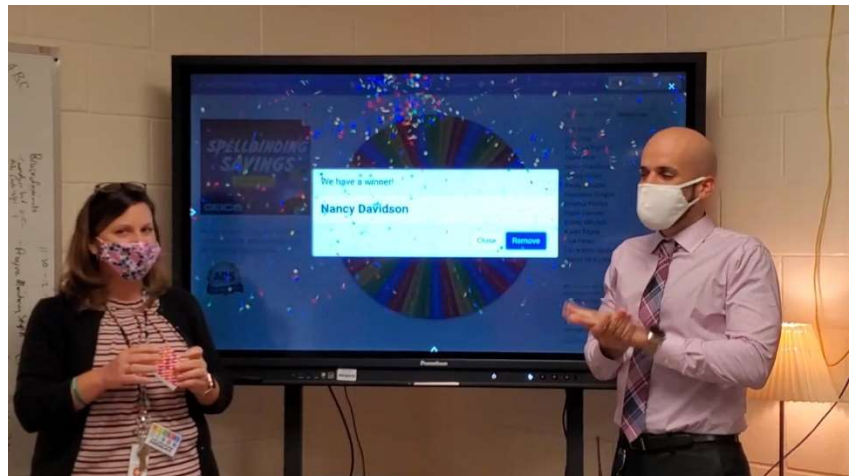


■ Halloween Fun

- Pumpkin Decorating Fun
 - As part of our Halloween celebrations each classroom decorated a large pumpkin.
- Halloween was a huge success for the WAF building. Students enjoyed class parties, pumpkin decorating, and a virtual “Monster Mash” Dance Party.
- The Wheel of Nicki and Dan – held a “live” virtual drawing for staff at the beginning of the month and gave our gift certificate prizes!



Pumpkin Decorating
2020



Mentoring Our New Teachers

The first year for any professional entering the education field, has its challenges, especially in a year like 2020. The Special Education Division's Mentoring program aims to assist new staff as they navigate their new surroundings. Our goal is to assist them in identifying strong resources within the building and laying the foundation to develop relationships to ensure everyone is connected and feels part of Team CVES.

This year nine mentoring teams have been established across our two campuses including Teachers, Teaching Assistants, Speech Therapists and Counselors. Teams and coordinators were brought together to share foundational knowledge surrounding the mentoring program. Exposure to internal processes and procedures as well as time to foster a connection with their teammate and develop their year-long plan was provided. Professional development through mentoring to new and seasoned staff not only help build capacity, but lends itself to enhanced communication skills, leadership development, problem-solving and advancing educational practice. This investment in our newest staff members, helps to ensure our success supporting students with special needs in our region.

Adventure Based Counseling (ABC) for our Intensive Therapeutic Supports Program (ITSP)

This year, students in our ITSP program have responded well to adventure-based counseling activities designed with safety precautions in this new COVID era. Scott Friedman, the new lead coordinator of ABC through Behavioral Health Services North (BHSN), has done an excellent job jumping and building strong relationships with our students and staff. This part of the adventure-based counseling model is essential for building trust and for our students to have success through this counseling model. At the end of October, students and staff were able to safely engage in our first ABC outing by hiking up Coon Mountain in the Westport area. This was a perfect hike close to Halloween, as this mountain is reportedly haunted with the ghost of a mountain lion and students were enthralled by this!



PBIS NEWS

Positive Behavioral Intervention and Support

November 2020

Word of the Month	Thankful
--------------------------	-----------------

Special Days

November 6th - End of the Marking period

November 11th - Veterans day- No school.

November Awards - November 10th

November 25th - 27th - Thanksgiving break



End of the 1st Quarter Awards: Students will receive awards differently during this time. Awards will be delivered to each classroom. Students will be receiving awards for the 3 B's - Being Respectful, Being Responsible, Being Safe, along with some academic awards from PE, ART and their classrooms.

Students of the Month for October were: Aaron, Akiska, Bowie, Bryce, Dylan, Elias, Gabe, Hunter, Ivan, Ryan, Zachry, Zaedyn and Zoeyy

Anti Bullying Poster Contest: This took place in the month of October. Contest ended October 21st. The top seven finalist pictures are located at the top. All received a certificate and the top 3 received a pack of colored pencils. All students did a great job.

Coloring Contest for October: All students that participated in the contest received a participation slip and a coupon for an ice cream. There will be a new contest in November.

Pumpkin Decorating for Fun: All classes participated in this activity. Classes were asked to decorate their pumpkin - no carving. See back of sheet for entries.

Pride Slip Winners are picked at the end of the month: for October they were: Austin, Aurea, Chance, Elexus, Elisa, Erik, Nick, and Kathryn.

December's Word of the Month	Empathy
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PBIS Committee

**CEWM BOCES
SPECIAL AID FUND PROGRAMS REVIEW
STATUS EVALUATION
2020/2021**

EFFECTIVE 11/10/20

Coser	922-2020	927-2020	930-2020	944-2019	947-2021	949-2021	960-2021	961-2020
Program Description	Adk Foundation - Sun Fund	Core Rehabilitation Services	Pre-ETS	Early College High School Program and Pathways	SLS Operating Aid	SLS Categorical Aid for Automation	EPE	HSE Test Administration
Approved Budget	\$ 8,000	\$ 631,752	\$ 300,000	\$ 150,000	\$ 94,539	\$ 9,454	\$ 421,312	\$ 7,247
Revenue Available/Earned	\$ 8,000	\$ 398,251	\$ -	\$150,000	\$75,631	\$7,563	\$77,716	\$1,925
Prior Year Rollover		208,820	-	-	13,521	1,193		5,542
Expenditures to-date	(810)	(440,600)	(50,388)	(39,589)	(26,875)	(2,368)	(145,892)	(3,311)
Est.Encumbrances to-date (including indirect cost)*	(7190)	(190,478)	(25,234)	(1,424)	(70,907)	(6,886)	(280,409)	(193)
Unexpended Balance	\$ -	\$ (24,007)	\$ (75,622)	\$ 108,987	\$ (8,630)	\$ (499)	\$ (348,585)	\$ 3,983
Percentage Utilized	100%	100%	25%	27%	103%	98%	101%	48%
Grant Program Ending:	5/31/2021	12/31/2020	12/31/2020	6/30/2021	6/30/2021	6/30/2021	6/30/2021	12/31/2020
Finance Approval Obtained:	5/12/2020	2/7/2019	1/10/2020	2/22/2019	8/17/2020	10/21/2020	10/13/2020	6/4/2019
Director:	Bell	Slatery	Slatery	Gray	Gray	Gray	Friedman	Friedman

Coser	952-2021	954-2021	956-2021	959-2020	963-2021	996-2020	996-2020	997-2020
Program Description	WIOA, Title II, Adult Basic Ed	Perkins IV/CTEA- Basic Grant	SLS Supplemental Operating Aid	SNAP Employment & Training Venture IV	North County Region Career Pathways III	WIOA, Title II, Incarcerated	NYS Basic Literacy- JCEO	NYS Basic Literacy- One Work Source
Approved Budget	\$ 60,182	\$ 121,263	\$ 46,166	\$ 370,279	\$ 190,129	\$ 405,147	\$ 125,000	\$ 125,000
Revenue Available/Earned	\$ -		\$ 36,932	118,625				
Prior Year Rollover	-	-	11,473	70,279	90,129	-	-	-
Expenditures to-date	(17,097)	(21,031)	(12,870)	(166,956)	(29,003)	(84,919)	(37,786)	(36,685)
Est.Encumbrances to-date (including indirect cost)*	(36,818)	(61,310)	(15,405)	(5,328)	(37,648)	(169,774)	(37,754)	(38,008)
Unexpended Balance	\$ (53,915)	\$ (82,341)	\$ 20,130	\$ 16,620	\$ 23,478	\$ (254,693)	\$ (75,540)	\$ (74,693)
Percentage Utilized	90%	68%	61%	47%	35%	63%	60%	60%
Grant Program Ending:	6/30/2021	6/30/2021	6/30/2021	9/30/2020	3/31/2021	6/30/2021	6/30/2021	6/30/2021
Finance Approval Obtained:			9/3/2020	1/13/2020				
Director:	Friedman	Friedman	Gray	Friedman	Friedman	Friedman	Friedman	Friedman

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

**Project Finance Approval Pending with Agency.

CEWW BOCES
SPECIAL AID FUND PROGRAMS REVIEW
STATUS EVALUATION

2020/2021

****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.

EFFECTIVE 11/10/20

CEWW/ BOCES
2020-2021 SPECIAL AID FUND PROJECTS SUMMARY
BOARD APPROVED AND EXECUTED BY CVES, BUT AWAITING FULL EXECUTION BY AGENCY

PROJECT NUMBER	PROJECT NAME	CVES DIVISION	AWARD AMOUNT	PROJECT DATES
952.201	20-21 WIOA, Title 2, Adult Education & Literacy	CV-TEC	\$ 60,182.00	7/1/20 - 6/30/21
954.201	20-21 Perkins IV/CTEIA- Basic Grant	CV-TEC	\$ 121,263.00	7/1/20 - 6/30/21
963.201	20-21 North Country Career Pathway	CV-TEC	\$ 100,000.00	4/1/20 - 3/31/21
995.201	20-21 WIOA, Title 2, Corrections and Other Institutionalized Education	CV-TEC	\$ 405,147.00	7/1/20 - 6/30/21
996.201	20-21 NYS Basic Literacy- JCEO	CV-TEC	\$ 125,000.00	7/1/20 - 6/30/21
997.201	20-21 NYS Basic Literacy- One Work Source	CV-TEC	\$ 125,000.00	7/1/20 - 6/30/21

**963.201 Rollover funds from F963.190 covering expenditures and encumbrances