

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

**AGENDA FOR BOARD MEETING TO BE HELD AT THE YANDON-DILLON CENTER IN MINEVILLE, NY
ON NOVEMBER 10, 2021 PROPOSED EXECUTIVE SESSION AT 6:30 P.M. – MEETING TO FOLLOW**

Public participants may use the following WebEx Address: <https://bit.ly/3EFpH0q>
Or by calling 1-408-418-9388 Meeting number (access code): 2348 632 5871

- No Action 1. CALL TO ORDER: Board President
a. The Pledge of Allegiance
b. Roll Call of Board Members
- Action 2. APPOINTMENT OF VACANT BOARD MEMBER SEAT/OATH OF OFFICE
- No Action 3. EXECUTIVE SESSION
- No Action 4. INTRODUCTION OF ALL PRESENT
- No Action 5. OPINIONS AND CONCERNS FROM THE AUDIENCE
- No Action 6. CAPITAL PROJECT UPDATE --Dr. Mark Davey & Mr. Eric Bell
- No Action 7. DISTRICT SUPERINTENDENT’S UPDATE
- Action 8. MINUTES OF PREVIOUS MEETING
a. October 13, 2021 Meeting Minutes (Enc. 1)
9. CONSENT AGENDA FINANCIAL
- Action a. Certification of Warrant (Enc. 2)
- Action b. Treasurer’s Report (Enc. 3)
- Action c. Donation (Enc. 4)
- Action d. Budget Increase (Enc. 5)
- Action e. Agreement Amendment (Enc. 6)
- Action f. Contractor/Consultant Agreement (Enc. 7)
- Action g. Cooperative Bidding Resolution (Enc. 8)
10. OLD BUSINESS - Committees
- No Action a. Committees
--Audit Committee Meeting Highlights – May 11, 2021 (Info. Only) (Enc. 9)
11. CONSENT AGENDA PERSONNEL
- Action a. Resignation for the Purpose of Retirement (Enc. 10)
- Action b. Resignations (Enc. 11)
- Action c. Four-year Probationary Appointment (Enc. 12)
- Action d. Civil Service Probationary Appointments (Enc. 13)
- Action e. Civil Service Provisional Appointments (Enc. 14)
- Action f. Permanent Appointments (Enc. 15)

- Action g. Part-time Hourly Appointments (Enc. 16)
- Action h. Adult Education Course Instructor (Enc. 17)
- Action i. Substitutes (Enc. 18)
- Action j. Volunteer (Enc. 19)

12. BOARD OF COOPERATIVE EDUCATIONAL SERVICES

- Action a. Memorandum of Agreement (Enc. 20)

13. NEW BUSINESS

- No Action a. None this month

14. STRATEGIC PLAN UPDATE -- Dr. Mark Davey

15. OTHER

16. NEXT BOARD MEETING

Wednesday, December 8, 2021, in the WAF Special Education Gym at the Plattsburgh Main Campus – Proposed Executive Session at 7:30 p.m. – Meeting to follow.

17. REPORTS FROM DIRECTORS (Enc. 21)

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 10, 2021	Board Meeting – Yandon-Dillon Center, Mineville – 6:30 p.m.
November 30, 2021	Board Budget Committee Meeting – Review Reconciliations & Set Parameters for 2022-23 Budgets – Conference Center, Plattsburgh 7:00 p.m.
December 8, 2021	Audit Committee Meeting – John Harold Center, Plattsburgh 5:00 p.m.
December 8, 2021	Board Meeting – John Harrold Center, Plattsburgh – 7:30 p.m.
January 12, 2022	Board Meeting – Yandon-Dillon Center, Mineville – 6:30 p.m.
January 25, 2022	Board Budget Committee Meeting – Analyze/Discuss Preliminary 2022-23 Budgets – Finalize Draft Budgets – Conference Center, Plattsburgh - 7:00 p.m.
February 9, 2022	Audit Committee Meeting – Conference Center, Plattsburgh 5:00 p.m.
February 9, 2022	Board Meeting/Budget Presentations – Conference Center, Plattsburgh – 6:30 p.m.
February 17-19, 2022	AASA Convention – Nashville, TN
March 7, 2022	Spelling Bee – Plattsburgh City School High School Auditorium 5:00 p.m. (Snow date: March 8, 2022)
March 9, 2022	Board Meeting – Yandon-Dillon Center, Mineville – 6:30 p.m.
March 9, 2022	ISAB Awards – Giltz Auditorium SUNY Plattsburgh – TBD
March 24, 2022	CV-TEC Open House – Plattsburgh – 6:00 p.m.
March 29, 2022	CV-TEC Open House – Mineville – 6:00 p.m.
April 2-4, 2022	NSBA Convention – San Diego, CA
April 13, 2022	Annual Meeting – Conference Center, Plattsburgh – 6:30 p.m.
April 28, 2022	Election of CVES Board Members and Vote on Administrative Budget
May 11, 2022	Audit Committee Meeting – Yandon-Dillon Center, Mineville 5:00 p.m.
May 11, 2022	Board Meeting – Yandon-Dillon Center, Mineville – 6:30 p.m.
May 18, 2022	NTHS Ceremony (Mineville Campus) Moriah CSD – 7:00 p.m.
May 19, 2021	Career Connect – Location/Time TBD
May 26, 2022	NTHS Ceremony (Plattsburgh Campus) TBD – 7:00 p.m.
May TBD, 2022	SkillsUSA Awards Banquet – TBD – 6:00 p.m.
June 8, 2022	Board Meeting – Conference Center, Plattsburgh – 6:30 p.m.
June 9, 2022	No. Country Loggers Awards Banquet – TBD
June 10, 2022	WAF Graduation Ceremony – SUNY Giltz Auditorium – 9:30 a.m.
June 17, 2022	Yandon-Dillon Special Education Graduation Ceremony – Mineville Campus – 11:00 a.m.
June TBD, 2022	HSED Graduation – TBD – 1:00 p.m.
June 21, 2022	CV-TEC Plattsburgh Graduation Ceremony – TBD – 7:00 p.m.
June 22, 2022	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 13, 2021 regular Board meeting. (attached)

ENC. 2

Recommend that the Board approve the Certification of Warrant for October 5, 2021 to November 1, 2021. (attached)

ENC. 3

Recommend that the Board approve the Treasurer's Reports from September 30, 2021. (attached)

ENC. 4

Recommend that the Board approve the following Donation:

1. Donation of (2) Waste and Recycling Trucks from Casella Waste Management of NY, Inc., with an estimated total value of \$26,650. This donation will benefit the Heavy Equipment/Diesel Mechanics Technology Program and the CDL Class B Training Course (CV-TEC).

ENC. 5

Recommend that the Board approve the following Budget Increase:

1. Library Media Services budget from \$289,899 to \$339,899 for the 2021-2022 school year due to increased participation of district database purchases from AuSable Valley, Beekmantown, Boquet Valley, Chazy, Crown Point, Keene, Moriah, NCCS, NAC, Peru, Plattsburgh, Saranac, Ticonderoga and Willsboro. (CoSer 508 – ISC)

ENC. 6

Recommend that the Board approve the amended Agreement between Clinton-Essex-Warren-Washington BOCES and Educational Vistas, Inc. The amended agreement is corrected for changes to "Schedule A-3 to 8 Scoring." These changes accommodate certain updated exam dates and include more specific overnight delivery terms for exams received during the make-up period, and after the second pick-up (attached). The original agreement was approved at the October 13, 2021 CVES Board Meeting per the following recommendation: *Agreement between Clinton-Essex-Warren-Washington BOCES and Educational Vistas, Inc. for the purpose of obtaining Vendor Scoring services for grades 3-8 ELA and Mathematic Assessments; grades K-12 NYS English as a Second Language Assessment Tests (NYSESLAT); grades 4 and 8 NYS Science Assessments; and Regents Exams as requested. Service dates and terms are specified as per the agreement with a completion date occurring no later than June 30, 2022. The total amount payable for all services will not exceed \$200,000. (ISC)*

ENC. 1

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

DRAFT

DATE: October 13, 2021
KIND OF MEETING: Regular Board Meeting
PLACE: Satellite Campus Conference Center - Plattsburgh NY

Board Members Present:

Lisa Boise
Patricia Gero - *Remote*
Richard Harriman, Sr.
Thomas McCabe
Bruce Murdock
Lori Saunders
Florence Sears
Doug Spilling - *Remote*
Michael St. Pierre

Board Members Absent:

Donna LaRocque
Richard Malaney
Ed Marin
Donna Wotton

Executive Officer:

Dr. Mark C. Davey

Board Clerk:

Meaghan Rabideau

Others Present:

Amy Campbell
Michele Friedman
Matthew Slattery
Eric Bell
Bevan Gertsch-Cochran
Tanner Senecal
Lacey Lawrence
Joshua Parker
Alex St. Pierre
Justin Gardner
Christine Myers
Amy Pedric - *Remote*
Michael Rossi - *Remote*

MEETING
TO ORDER

Board President St. Pierre called the meeting to order at 6:39 p.m.

AUDIT
PRESENTATION
FOR YEAR END
JUNE 30, 2021

CVES' External Auditors, Michael Rossi, CPA, and Amy Pedrick, CPA, from West & Company attended remotely to share an overview of the recently completed 2020-21 independent audit for the school year ending on June 30, 2021. Mr. Rossi shared the Independent Auditor's Report and provided a brief synopsis with highlights of the ratings of each area audited that was previously reviewed with the Committee. The Audit Committee was given the opportunity to ask questions of the auditors. Mr. Rossi reported the "fair" rating of findings, which is the highest rating to be given, and that CVES is in a strong financial standing. 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 during the Audit Committee meeting held prior to the Board meeting. Dr. Davey also thanked the auditors and the Audit Committee for their time and engagement to review and discuss the audit. He also provided kudos to CVES' Management Services staff and internal auditors for their continued high-quality work throughout the year which supported the successful audit. The Audit Committee recommended that the Board approve CVES' 2020-21 Annual Independent Audit.

BOARD
APPRECIATION
WEEK

Dr. Davey thanked the Board Members on behalf of the entire CVES' organization for their important role in supporting our BOCES, programs and services, students, staff, and component school districts. He noted the extensive dedication of the Board members' time, hard work, continued support, and their ongoing collaborative efforts. This has been especially true during the ongoing pandemic and their commitment to their responsibilities has been unwavering. Dr. Davey pointed out the many years of ongoing success for CVES BOCES, with dedicated

Board members serving an essential role over the past 72 years. This success has been evident by the Board's continued dedication and support of the organization and students. The Board was presented with a certificate of appreciation, which Dr. Davey read, as well as homemade votive lanterns from the Special Education class with the help of their Art Teacher Ms. Roxana Palmer. Next, Mrs. Friedman introduced CV-TEC Chefs Bevon Gertsch Cochran and Tanner Senecal as well as two Culinary Art Students, Joshua Parker (Beekmantown CSD) and Lacey Lawrence (Keene CSD) representing the entire class and the delicious desserts that were presented to the Board. The Board then thanked all students for their thoughtful gifts and shared that this is one of their favorite parts [of serving on the Board] to hear from and witness the success of CVES' students.

EXECUTIVE SESSION

Mr. Murdock moved, seconded by Mrs. Boise, that the Board go into Executive Session at 7:10 p.m., for the following reasons: #4 - A matter of discussion regarding proposed, pending or current litigation; #5 - A matter of collective negotiations pursuant to article 14 of Civil Service Law (the Taylor Law); #6 - A matter of the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. All Board Members present voted yes—motion carried.

In Executive Session, Dr. Davey and the Board reviewed several confidential items related to the CVES Capital Project. This update included several areas where issues have arisen, and that additional construction work will be required to correct them. Dr. Davey also discussed the recommended steps and financial implications. Additional information was shared by Dr. Davey as provided by CVES' legal counsel from Stafford, Owens, Piller, Murnane, Kelleher & Trombley, PLLC related to these matters. Second, an update was given on labor relations and confidential personnel matters involving several employees and, third, the recommended establishment of a new position. Lastly, an update was also provided on the timeline for the Communications & Publications Manager vacancy search and a FOIL update was provided. Mrs. Boise moved, seconded by Mr. Murdock, that the Board come out of Executive Session at 8:01 p.m. All Board Members present voted yes—motion carried.

CAPITAL PROJECT UPDATE

Dr. Davey acknowledged that tonight's meeting is being held in the newly renovated Satellite Campus Conference Center. He was pleased to welcome the Board to our new facility and conference center but noted that the facility is not quite yet ready for a formal "ribbon cutting" but was still in excellent condition for the Board meeting. There are several punch-list items for completion, however the contractors are making great strides. Next, Mr. Eric Bell began his update sharing that September 30th marked the end of the lease of the ISC building, which had been home to some staff members for more than three decades. Office moves from the ISC building to the renovated Satellite Campus were completed by mid-late September. Lastly, Mr. Bell indicated that the windows were all onsite at the Satellite Campus but waiting for trim pieces to ship before installation can begin;

siding continues to be installed; parking lot lighting and exterior building lighting will be finalized soon; and that the current plumbing issue is being remedied as well, within the next two weeks.

STRATEGIC PLAN
PRESENTATION

Dr. Davey introduced CVES' 2021-2024 Strategic Plan for Continuous Improvement PowerPoint Presentation, which is the 8th annual update that the Board has received. He thanked the Board for their continued support with the Strategic Plan initiatives and for attending their recent Board retreat facilitated by Sean Brady, CVES' Strategic Planning Consultant. Dr. Davey also thanked and acknowledged the District Planning Team (DPT), CVES Divisional Teams and CVES' administrators for their comprehensive overhaul and in-depth work on updating our Strategic Plan for the 2021-22 school year. He noted that this year's plan update was one of our most important and extensive updates of our Strategic Plan initiative. Next, Amy Campbell – Assistant Superintendent for Educational Services, Eric Bell – Assistant Superintendent of Management Services, Michele Friedman – Director of Career and Technical Education, and Matt Slattery – Director of Special Education each shared an overview of their identified priorities for the Instructional Services Center, Management Services, CV-TEC, and Special Education accordingly. Each update showed which educational targets had been accomplished, provided thoughtful extensive plans for the future including the acknowledgement of the ongoing pandemic, and identified areas of improvement. The 2021-24 District Strategic Plan was then recommended to the Board for re-adoption.

DISTRICT
SUPERINTENDENT
UPDATE

Dr. Davey began his update by noting the ongoing weekly staff updates that the CVES staff and the Board are receiving, including COVID information and CVES-wide topics each week. Next, Dr. Davey provided a brief update to the Board on the CEWW Health Insurance & Workers' Compensation Consortium's recent meeting. He indicated that the fall meeting was a success, and that compared to a few years ago, the reserves are now in substantial standing due to the work of the Advisory Group, Board of Directors and the CVES Health Benefits Office. Third, the Board was provided several handouts on DEI (Diversity, Equity & Inclusivity) to provide background information to help educate our Board and also our component districts with a better understanding of DEI. These attachments included information from NYSED and the Board of Regents on what the State Education Department has emphasized, their DEI policy passed in May 2021, and their goals and emphasis moving forward. Fourth, Dr. Davey provided COVID updates to the Board sharing that the CEWW COVID Report Card will continue to be given to the Board each month. CVES is keeping a close watch on concentrated areas of infection, and we continue to work closely with the Clinton and Essex County Health Departments on check-in meetings and contract tracing. Weekly testing is moving forward in both Clinton and Essex County for unvaccinated staff members. The next phase will be to roll out testing for symptomatic students. Dr. Davey then shared that the CVES Board has two current vacancies and that there are interested candidates for consideration. CVES also is working with SUNY Plattsburgh on an Administrative Pathways for future

leadership training, more information will be forthcoming. Lastly, Dr. Davey noted the following upcoming events will be taking place:

- October 20, 2021- CV-TEC Mineville Campus Virtual Open House
- October 21, 2021- CV-TEC & Satellite Campus Virtual Open House
- Forth Coming/TBA- Special Education Open House
- Next Board Meeting– November 10, 2012 – Mineville Campus & Tour

PREVIOUS
MINUTES

Mr. Harriman Sr. moved, seconded by Mrs. Boise, to approve the minutes of the September 8, 2021 regular meeting as presented. All Board Members present voted yes—motion carried.

ANNUAL
INDEPENDENT
AUDIT

Mr. Murdock moved, seconded by Mrs. Boise, that the Board approve the Annual Independent Audit, performed by West & Company, CPA, PC for the 2020-21 school year. All Board Members present voted yes—motion carried.

ADOPTION OF
STRATEGIC PLAN

Mrs. Boise moved, seconded by Mr. Murdock, that the Board adopt the CVES 2021-2024 District Strategic Plan for Continuous Improvement. All Board Members present voted yes—motion carried.

CONSENT
AGENDA
FINANCIAL

Mr. Harriman Sr. moved, seconded by Mrs. Boise, 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, 2021 to October 4, 2021, as presented.

TREASURER'S
REPORTS

Approve the Treasurer's Report from July & August 2021 as presented.

DONATIONS

Approve the following Donations:

1. Donation of Student Stipend Funds:
United Way (July 2021) 85.88
United Way (August 2021) 85.88
TOTAL - \$ 171.76

2. Donation of (3) 2002 International Trucks from Upstone Materials, with an estimated value of \$15,000. This donation will benefit the Heavy Equipment/Diesel Mechanics Technology program at CV-TEC.

3. Donation of \$183 from Kayla Thorne to benefit the 2021-22 Backpack Program.

4. Donation of \$150 from CSEA Local 810 CVES Unit 6472 (10-Month Unit) to offset the cost of the 2021 Opening Day expenses at the West Side Ballroom.

5. Donation of \$60 from CVES Administration to offset the cost of the 2021 Opening Day expenses at the West Side Ballroom.

SPECIAL AID
FUND PROJECT
CONTINUATIONS

Approve the following Special Aid Fund Project Continuations:

1. Employment Preparation Education Program (EPE) special aid fund be allowed to continue providing services for the period October 1 – December 31, 2021. Expenditures are not allowed to exceed \$124,497. (CV-TEC)
2. Workforce Innovation and Opportunity Act Title II & Welfare Education Program Adult Basic Education & Literacy Services (ABE) special aid fund be allowed to continue providing services for the period October 1 – December 31, 2021. Expenditures are not allowed to exceed \$37,266. (CV-TEC)
3. Workforce Innovation and Opportunity Act Title II & Welfare Education Program – Corrections special aid fund be allowed to continue providing services for the period October 1 – December 31, 2021. Expenditures are not to exceed \$70,345. (CV-TEC)
4. Workforce Innovation and Opportunity Act Title II & Welfare Education Program – Literacy Zone (One Work Source) special aid fund be allowed to continue providing services for the period October 1 – December 31, 2021. Expenditures are not to exceed \$21,876. (CV-TEC)
5. Workforce Innovation and Opportunity Act Title II & Welfare Education Program – Literacy Zone (JCEO) special aid fund be allowed to continue providing services for the period October 1 – December 31, 2021. Expenditures are not to exceed \$22,982. (CV-TEC)

SPECIAL AID
FUND PROJECT

Approve the following Special Aid Fund Project:

1. Supplemental Nutrition Assistance Program (SNAP) Employment & Training Venture V special aid fund project in the amount of \$400,000 for the period October 1, 2021 through September 30, 2022 (pending fully executed contract with NYS). (CV-TEC)

BUDGET
INCREASES

Approve the following Budget Increases:

1. Career and Technical Education – Job Target/Pre-CTE Program budget from \$466,060 to \$819,621 due to increased participation in Job Target/Pre-CTE classes for the 2021-2022 school year. (CoSer 115/116 – CV-TEC)
2. Yandon-Dillon Summer School budget from \$6,538 to \$8,450 for the 2021-2022 school year to accommodate the increase in meals being served. (CoSer 791 – School Lunch Fund)
3. Core Rehabilitation Services special aid fund project budget from \$542,954 to \$603,915 for the period of January 1, 2021 through December 31, 2021, due to additional funding in the amount of \$60,961. (Co-Ser 927 Special Education)

CROSS
CONTRACTS

Approve the following Cross Contracts:

1. 2021-22 Initial - Franklin-Essex-Hamilton BOCES, \$497,223
-SSFC Participation (Boquet Valley)
-Shared Business Office (Boquet Valley, Northeastern Clinton, Putnam)
-Substitute Coordination (Beekmantown, Boquet Valley, and Schroon Lake)
-Insurance ACA Consulting (AuSable Valley, Beekmantown, Boquet Valley, Chazy, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh, Schroon Lake)
2. 2020-2021 Final- Jefferson-Lewis BOCES, \$22,330.50
-Drug & Alcohol Testing Services (AuSable Valley, Beekmantown, Boquet Valley, Chazy, CVES, Crown Point, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh, Saranac, Schroon Lake, Willsboro)

CONTRACTOR/
CONSULTANT
AGREEMENT

Approve the following Contractor/Consultant Agreement:

Agreement between Clinton-Essex-Warren-Washington BOCES and Educational Vistas, Inc. for the purpose of obtaining Vendor Scoring services for grades 3-8 ELA and Mathematic Assessments; grades K-12 NYS English as a Second Language Assessment Tests (NYSESLAT); grades 4 and 8 NYS Science Assessments; and Regents Exams as requested. Service dates and terms are specified as per the agreement with a completion date occurring no later than June 30, 2022. The total amount payable for all services will not exceed \$200,000. (ISC)

SNOW REMOVAL
& SANDING
SERVICES
AGREEMENT
RENEWAL

Approve the following Snow Removal and Sanding Services Agreement Renewal:

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, 2021, through April 30, 2022 at a current estimated cost of \$13,000. (Management Services)

PROFESSIONAL
SERVICES
AGREEMENTS

Approve the following Professional Services Agreements:

Agreements between Clinton-Essex-Warren-Washington BOCES (BOCES) and Margaret Courson for the purpose of obtaining remote and in-person instruction and associated support from Ms. Courson 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, 2021 through June 30, 2022 school year at the rate of \$1,000 per instructional credit hour. The total amount payable to Margaret Courson for all services is \$8,000. (CV-TEC)

RENTAL
AGREEMENT
RESOLUTION

Approve the following Rental Agreement Resolution:

Allow Clinton-Essex-Warren-Washington BOCES to enter into a rental agreement,

or agreements, for the rental of an excavator for use by the Mineville Campus Conservation Program. The approximate duration of the rental period is October 14, 2021 through June 30, 2022 with a total expenditure not anticipated to exceed \$18,900. Be it further recommended that the CVES Board President be granted authority to enter into rental agreements contingent upon CVES' attorney approval.

REVOCABLE
PERMIT
AGREEMENT

Approve the following Revocable Permit Agreement:

Agreement between the State University of New York at Plattsburgh (SUNY) and Clinton-Essex-Warren-Washington BOCES for the rental of classroom space, including rooms 309A and 309B, at Sibley Hall in Plattsburgh, NY. The rental agreement commences August 22, 2021 and ends August 21, 2023. The annual rent paid by BOCES to SUNY for the two-year term shall be \$6,248.50 per year. (Special Education)

LEASE
AGREEMENT
AMENDMENT

Amend the resolution to approve the Lease Agreement between Clinton-Essex-Warren-Washington BOCES and Adirondack Community Action Programs, Inc. that was adopted at the June 10, 2020, Board meeting, to include additional resolution requirements from the New York State Education Department as follows:

Approve the Lease Agreement between Clinton-Essex-Warren-Washington BOCES and Adirondack Community Action Programs, Inc. for the purpose of allowing Adirondack Community Action Programs, Inc. to lease one classroom from Clinton-Essex-Warren-Washington BOCES at their Mineville Campus in Mineville, NY, for use by Adirondack Community Action Programs, Inc.'s Head Start program. The agreement will commence July 1, 2020 and will continue for a period of 3 years through June 30, 2023. The annual rent paid to Clinton-Essex-Warren-Washington BOCES by Adirondack Community Action Programs, Inc. for the contract term of July 1, 2020 to June 30, 2021 shall be \$23,550; for the contract term of July 1, 2021 to June 30, 2022 the rent shall be \$24,000; for the contract term of July 1, 2022 to June 30, 2023 the rent shall be \$24,450. **The Board of Cooperative Educational Services affirms that they have made a study and do not anticipate a need for the leased property during the term of the proposed lease, that the annual amount of rental payment is not less than the fair market rental value as determined by such Board of Cooperative Educational Services and the lease is in the best educational and financial interest of the Board.** (Management Services)

SCHOOL
BREAKFAST/
LUNCH RATE
INCREASES

Adopt the Adult Breakfast cost of \$2.80 (includes sales tax) and Adult Lunch cost of \$5.20 (includes sales tax) for the 2021-2022 school year in our cafeterias. These prices are in compliance with the New York State Education Department. (Mineville and Plattsburgh Campuses)

CONSENT
AGENDA
PERSONNEL

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

AMENDMENT

Amend the following resignations that were approved at the September 8, 2021 Board meeting:

1. Nicholas Bushey, Custodial Worker, effective ~~September 10, 2021~~ **September 11, 2021**
2. Meachele Manchester, Grants Procurement Supervisor, effective ~~November 18, 2021~~ **November 19, 2021**

RESIGNATIONS
DEYO, DUSO,
NORWOOD,
LOTTIE,
MCKENZIE

Accept the following letter(s) of Resignation:

1. Georgina Deyo, Teacher Aide/Student Aide, effective September 8, 2021
2. Terra Duso, Teacher Aide/Student Aide, effective September 14, 2021
3. Emily Norwood, Teacher Aide/Student Aide, effective September 22, 2021
4. Shelby Lottie, Teacher Aide/Student Aide, effective October 1, 2021, for the purpose of accepting a Lifeguard position
5. Conner McKenzie, Temporary-On-Call Computer Specialist, effective October 21, 2021

TERMINATION
RESOLUTIONS
BELL, GONYEA

1. Adopt the following Termination Resolution:

WHEREAS, at the meeting of the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (C-E-W-W BOCES) on August 18, 2021, the C-E-W-W BOCES brought disciplinary charges against a custodial worker, and appointed Mr. Alfred Riccio to act as Hearing Officer in the matter; and

WHEREAS, the charges were personally served on the employee, and a hearing was held on August 19, 2021, presided over by Mr. Riccio; and

WHEREAS, on September 20, 2021 Mr. Riccio issued Findings of Fact and Recommendations in the matter, it is therefore,

RESOLVED, the C-E-W-W BOCES adopts the findings set forth in the Findings of Fact and Recommendations, specifically that the Employer proved by substantial evidence that Respondent was guilty of misconduct as detailed in Charge 1, Specifications A-D; and that the recommended penalty be termination, effective immediately; and

BE IT FURTHER RESOLVED, that the District Superintendent notify Mr. Clement Bell that he is terminated effective October 13, 2021.

2. Terminate the following person(s) in accordance with Civil Service Law:

Tara Gonyea, Teacher Aide/Student Aide, Effective October 14, 2021

TENURE
APPOINTMENT
LAVOIE

Grant Tenure to the following person(s):

1. James Lavoie, Teaching Assistant, Effective February 14, 2022

CIVIL SERVICE
PROBATIONARY
APPOINTMENTS
BECHARD,
LOTTIE,
CUMMINGS,
ROOT, CONKLIN,
POPE, BRIENZA,
COTE

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

1. Adam Bechard, Custodial Worker, Effective October 4, 2021, Annual Base Salary of \$31,741, Prorated Salary of \$23,683.67
2. Shelby Lottie, Lifeguard, Effective October 1, 2021, Annual Base Salary of \$24,322 (Salary may increase once contractual agreement for 2021-22 is approved), Prorated Salary of \$21,755.36
3. Jacob Cummings, Teacher Aide/Student Aide, Effective September 20, 2021, Annual Base Salary of 17,844 (Salary may increase once contractual agreement for 2021-22 is approved), Prorated Salary of \$17,036.98
4. Hannah Root, Teacher Aide/Student Aide, Effective September 21, 2021, Annual Base Salary of \$17,844 (Salary may increase once contractual agreement for 2021-22 is approved), Prorated Salary of \$16,947.32
5. Sean Conklin, Teacher Aide/Student Aide, Effective September 21, 2021, Annual Base Salary of \$17,844 (Salary may increase once contractual agreement for 2021-22 is approved), Prorated Salary of \$16,947.32
6. Franz Pope, Teacher Aide/Student Aide, Effective September 21, 2021, Annual Base Salary of \$17,844 (Salary may increase once contractual agreement for 2021-22 is approved), Prorated Salary of \$16,947.32
7. Danielle Brienza, Teacher Aide/Student Aide, Effective September 23, 2021, Annual Base Salary of \$17,844 (Salary may increase once contractual agreement for 2021-22 is approved), Prorated Salary of \$16,767.98
8. Jennifer Cote, Teacher Aide/Student Aide, Effective October 18, 2021, 2022 Annual Base Salary of \$17,844 (Salary may increase once contractual agreement for 2021-22 is approved), Prorated Salary of \$15,243.62

PERMANENT
APPOINTMENT
GOODENOUGH
DEFAYETTE,
GONYEA, CLARKE

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

1. Kaitlynn Goodenough, Account Clerk/Typist, effective November 3, 2021
2. Janeen Defayette, Teacher Aide/Student Aide, effective November 4, 2021
3. Kylee Gonyea, Account Clerk/Typist, effective November 19, 2021
4. Michael Clarke, Building Maintenance Mechanic, effective November 30, 2021

TEMPORARY
APPOINTMENTS
BOIRE, MANNING,
MENARD

Appoint the following person(s) to a Temporary Appointment for the 2021-22 school year:

1. Rachel Boire, Special Education Teacher (uncertified), Effective September 30, 2021 – June 30, 2022, Annual Base Salary of \$45,365, Prorated Salary of \$41,055.33
2. Erik Manning, Teaching Assistant (uncertified), Effective September 13, 2021 – June 30, 2022, Annual Base Salary of \$25,307, Prorated Salary of \$24,547.76
3. Arianna Menard, Teaching Assistant (uncertified), Effective September 27, 2021 – June 30, 2022, Annual Base Salary of \$25,307, Prorated Salary of \$23,282.46

PART-TIME
HOURLY
APPOINTMENTS

Appoint the following person(s) to a Part-Time Hourly Appointment for the 2021-22 school year:

1. Penny Bowers, Teaching Assistant Hourly, \$14.50/Hour
2. Donna Brault, COVID-19 Testing Personnel (Clinical Aide), \$30/Hour
3. Regan Finlaw, COVID-19 Testing Personnel (Clinical Aide), \$30/Hour
4. Kathleen Mulholland, COVID-19 Testing Personnel (Clinical Aide), \$30/Hour
5. Alexis Parrotte, COVID-19 Testing Personnel (Clinical Aide), \$30/Hour
6. Kiley Regan, COVID-19 Testing Personnel (Clinical Aide), \$30/Hour
7. Lynda Tripp, COVID-19 Testing Personnel (Clinical Aide), \$30/Hour
8. Catherine Webb, COVID-19 Testing Personnel (Clinical Aide), \$30/Hour
9. Kim Letourneau, COVID-19 Testing Personnel (Clinical Aide), \$30/Hour
10. Donna Marks, COVID-19 Testing Personnel (Clinical Aide), \$30/Hour
11. Connie Poupore, COVID-19 Testing Personnel (Clinical Aide), \$30/Hour
12. Courtney Shutts, COVID-19 Testing Personnel (Clinical Aide), \$30/Hour
13. Connor Coty, COVID-19 Testing Personnel (Clinical Aide), \$30/Hour
14. Angie Lecuyer, COVID-19 Testing Personnel (Clinical Aide), \$30/Hour

ADDITIONAL
WORK

Approve the following Additional Work for the 2021-22 School Year:

Continuation of normal work year duties, hourly rate of pay per contract

Nicole Pierce	not to exceed 165 hours
Cristina Bordeaux	not to exceed 50 hours
Andrew Brousseau	not to exceed 50 hours
Andrea Christensen	not to exceed 50 hours
Jordan Doherty	not to exceed 50 hours
Andrea Earley	not to exceed 50 hours
Maiya Giroux	not to exceed 50 hours
Amy LaDue	not to exceed 50 hours
Jerilyn Lamere	not to exceed 50 hours
Elizabeth Lennon	not to exceed 50 hours
Lori Jamil	not to exceed 50 hours

Stacey Smart	not to exceed 60 hours
Kelly Tursky	not to exceed 60 hours

Stipend Positions, compensation per collective bargaining agreement

Kevin Shaw	new employee mentor x2
Sherry Snow	new employee mentor
Dena Tedford	new employee mentor
Colleen Lafountain	new employee mentor
Erin Spoor	new employee mentor
Nicole Gillespie	new employee mentor
Beverly Thwaites	new employee mentor
Donna Wyant	new employee mentor x2
Joan Mcgowan	new employee mentor
Lyndon Johnson	new employee mentor
Angelina Waldron	new employee mentor
Laura Denton	new employee mentor
Cherie Passno	new employee mentor
Madeline Seller	new employee mentor
Jennifer Haley	new employee mentor
Maiya Giroux	new employee mentor
Whitney Gagnier	new employee mentor
Jerilynn Lamere	new employee mentor
Tina Leduc	new employee mentor
Ashley Pray	new employee mentor
Joanne Beaudry	new employee mentor
Cheryl Spoor	new employee mentor
Sara Spring	new employee mentor

SUBSTITUTES

Approve the following list of Substitute and Temporary-On-Call appointments for the 2021-22 school year:

<u>Name</u>	<u>Title</u>
Timmy Aubin	Bus Driver
Barbie Ero-O'Neil	Teacher Aide/Student Aide
Terra Duso	Teacher Aide/Student Aide
Payton Gough	Teacher Aide/Student Aide
Payton Gough	Teaching Assistant
Michael Bova	Teacher
Laurie Trepanier	Teacher
Heather Ford	Permanent Building Teaching Assistant Sub, \$110/day

2021-22
TEMPORARY-ON-
 CALL RATES

Establish the following updated temporary-on-call rates for the 2021-2022 school year effective July 1, 2021:

<u>Title (Temporary-On-Call)</u>	<u>2020-21</u>	<u>Type</u>	<u>2021-22</u>	<u>Type</u>
Temporary On-Call Clerical (Clerk, Typist, Account Clerk/Typist, Stenographer, and Senior Stenographer)	\$12.50	Hourly	\$13.50	Hourly
Nurse (RN)	\$105	Daily	\$140	Daily
Food Service Helper	\$13	Hourly	\$13.50	Hourly

AUTHORIZATION
 OF INDIVIDUALS
 TO COLLECT
 MONEY

Authorize the following individual to collect money at all CVES locations for the 2021-22 school year:

Satellite Campus

Tina Trombley - Participant Fees and other ISC Services (replacement for Marta Leavine)

CV-TEC Plattsburgh Campus

Jacqueline Dashnaw - Pre-school payments for Early Childhood Education Program

LEAD
 EVALUATOR
 CERTIFICATION
 RESOLUTION

Approve the following Lead Evaluator Certification Resolution:

Be it resolved that Amy Campbell, Assistant Superintendent for Educational Services, is hereby certified as a Qualified Lead Evaluator of classroom teachers and building principals having successfully completed the following training requirements prescribed in 8 NYCCR §30-2.9(b):

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

- RE-CERTIFICATION OF LEAD EVALUATORS** Approve the following resolutions:
1. The re-certification of the following Lead Teacher Evaluators for the 2021-2022 school year, who have attended various CVES in-house meetings and state, regional and/or local professional development offerings, most recently Gearing Up on August 24, 2021: Adam Facteau, Michele Friedman, Nicole O’Connell, Matthew Slattery, Grace Stay, and Daniel Valenzuela.
 2. The re-certification of the following Lead Principal Evaluators for the 2021-2022 school year, who have attended various CVES in-house meetings and state, regional and/or local professional development offerings, most recently Gearing Up on August 24, 2021: Michele Friedman and Matthew Slattery.
- CVES BOARD MEMBER RESIGNATION THURBER** Ms. Boise moved, seconded by Mrs. Sears, that the Board accept the resignation of CVES Board Member Scott Thurber, representing the Peru Central School District, effective September 1, 2021. All Board Members present voted yes—motion carried.
- ADOPT REVISED POLICY** Mrs. Boise moved, seconded by Mrs. Sears adopt the following revised policy:
#8127 Medicaid Compliance Policy
All Board Members present voted yes—motion carried.
- 2020-21 ANNUAL REPORT ON RESERVES** The 2020-21 Annual Report on Reserves was shared with the Board for informational purposes only.
- TUITION REFUND RESOLUTION** Mr. Murdock moved, seconded by Mr. Harriman Sr., to approve the following Resolution:
- WHEREAS, a certain student enrolled in a Short Term Adult and Continuing Education Course in Phlebotomy and paid in advance the course tuition and other applicable charges totaling \$1,043 (“Total Payment”) in February of 2020, and
WHEREAS, this student has requested a refund of the Total Payment, and
WHEREAS, the CV-TEC Phlebotomy Course started on March 3, 2020 and was scheduled through May 19, 2020, meeting two days per week, but instead only four class sessions were held as all CVES campuses were closed to students March 16, 2020, through the end of the school year due to the Covid-19 pandemic, and
WHEREAS, as of the date of the student’s refund request CV-TEC was unable to restart the Phlebotomy Course, and
WHEREAS, the Board has previously adopted a Payment Refund Withdraw Policy for Short Term Adult and Continuing Education Courses (“Refund Policy”) which provides: “No refund will be made after the first scheduled class has been conducted,” and
WHEREAS, a refund of the Total Payment is not supported by the Refund Policy as one class session was held, however, given the extenuating circumstances

outside of the student's control and that the course has not been restarted or offered for reenrollment, an exception to the Refund Policy should be allowed and a refund issued.

IT IS THEREFORE RESOLVED, that the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services approves a refund to the student in the amount of \$1,043 to reimburse the Total Payment made by the student for the CV-TEC Phlebotomy Course.

All Board Members present voted yes—motion carried.

RESIGNATION
WILKINS

Mrs. Sears moved, seconded by Mrs. Boise, that the Board accept the following letter(s) of Resignation:

1. Victoria Wilkins, Accountant (Schools), effective October 23, 2021. All Board Members present voted yes—motion carried.

SUBSTITUTE

Mrs. Boise moved, seconded by Mrs. Sears, that the Board approve the following Substitutes and Temporary-On-Call for the 2021-22 School Year:

<u>Name</u>	<u>Title</u>
Joey Rice	Bus Driver

All Board Members present voted yes—motion carried.

2021-22
TEMPORARY-ON-
CALL RATES

Mrs. Boise moved, seconded by Mrs. Sears, that the Board establish the following Temporary-On-Call Rates for the 2021-2022 school year effective July 1, 2021:

<u>Title (Temporary-On-Call)</u>	<u>2020-21</u>	<u>Type</u>	<u>2021-22</u>	<u>Type</u>
Lifeguard	N/A	Hourly	\$16	Hourly

All Board Members present voted yes—motion carried.

APPOINT DEPUTY
CLAIMS AUDITOR

Mrs. Boise moved, seconded by Mrs. Sears., that the Board appoint Jessie Moulton to the position of Deputy Claims Auditor, effective September 1, 2021 through the July 2022 Reorganizational Meeting, with an additional compensation of \$47.54/hour for hours worked beyond the contractual work day. All Board Members present voted yes—motion carried.

OTHER

Mrs. Leisa Boise, Board Member, gave special thanks to the Special Education students for their thoughtful handmade gifts. She also gave a special thank you to the Culinary Arts students for the delicious desserts and praised their hard work.

NEXT BOARD
MEETING

The next Board meeting will be held on Wednesday, November 10, 2021, at the Yandon-Dillon Center in Mineville. 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 9:13 p.m. All Board Members present voted yes—motion carried.

Meaghan [Name], Board Clerk

DRAFT

DRAFT

ENC. 2

MEMO

To: Meaghan Rabideau, BOCES Board Clerk
Clinton-Essex-Warren-Washington BOCES
From: Angela Jennette, Claims Auditor
Date: November 1, 2021
Re: Report for Board Agenda for November 10, 2021, Meeting

The following warrant claims were reviewed from October 5, 2021, to November 1, 2021:

<u>Warrant No. & Date</u>	<u>Check Information</u>	<u>Gross Total Amount</u>
	**	
W #15 - 10/07/2021	*Check Nos: 236204-236254** *ACH Payments: ACH002328-ACH002351	\$ 724,929.17
W #16 - 10/14/2021	*Check Nos: 236275-236343 *ACH Payments: ACH002352-ACH002385	\$ 947,083.57
W #17 - 10/21/2021	*Check Nos: 236344-236397** *ACH Payments: ACH002386-ACH002413	\$ 425,350.50
W #18 - 10/28/2021	*Check Nos: 236420-236481 *ACH Payments: ACH002414-ACH002437	\$ 597,405.58

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

IRS-EFTPS: PR #7- Wire #941-093021- Warrant #15;
PR #8- Wire #941-101521- Warrant #17;

Health Ins. Monthly: Wire #HINS102021- Warrant #16;

NYS Promptax: PR #7- Wire #NYS-093021- Warrant #15;
PR #8- Wire #NYS-101521- Warrant #17;

Workers Compensation Premium: Wire #WC-102021- Warrant #15 ;

Omni Financial Group: PR #8- Wire #OMN-101521- Warrant #16;
PR #9- Wire #OMN-102921- Warrant #18;

Health Insurance Consortium Payments:

10/12/21	\$ 1,503,706.02
10/18/21	\$ 1,986,420.47
10/25/21	\$ 1,592,402.87
11/1/21	\$ 1,265,797.96

Transfer NYCLASS to TD Bank:

Health Ins. Wire#700064409	\$ 706.56
Workers Comp. Wire#7000664410	\$ 543.34
(Interest rate increase)	

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

Internal Claims Auditor
(Signature) _____



CC: Eric Bell
Christine Myers

<u>Date</u>	<u>Warrant</u>	<u>Vendor #</u>	<u>Claim Audit Finding:</u>	<u>Summary Business Office Response:</u>	<u>Resolution/Options:</u>
10/06/21	Pending W#15	11753	Incorrect vendor and address.	Information corrected.	Approved for final warrant.
10/06/21	Pending W#15	6068	Purchase Order issued after services started.	Services for ESY, oversight by division in submitting Purchase Order upon contract completion due to backlog in ending year and renewing new year Purchase Orders.	Approved for final warrant.
10/07/21	Final W#15				\$724,929.17
10/13/21	Pending W#16	3996	Coding doesn't match claim.	Coding corrected.	Approved for final warrant.
10/13/21	Pending W#16	4832	Purchase Order requested months after service started.	Purchase Order submitted timely upon request from district. Need to re-review procedures with districts for submitting requests to CVES more timely.	Approved for final warrant.
10/14/21	Final W#16				\$947,083.57
10/20/21	Pending W#17	12170	Missing Ok to Pay.	Will obtain Ok to Pay.	Removed from final warrant.
10/20/21	Pending W#17	760	Missing dates of service on face of Purchase Order.	Will modify Purchase Order to include dates of membership.	Removed from final warrant.
10/20/21	Pending W#17	7560	Missing Dr. Davey's OK to Pay.	Will obtain his Ok to Pay.	Removed from final warrant.
10/21/21	Final W#17				425,350.50
10/27/21	Pending W#18	3306	Service started 7/1/21, annual service, Purchase Order requested 7/21/21, issued 9/15/21	Delay by Coordinator in approving Purchase Order timely. Backlog in rolling over new year Purchase Order due to staff leave of absence.	Approved for final warrant.
10/27/21	Pending W#18	15565	Service started 7/1/21, Purchase Order not requested till 9/30/21	Database purchases are often delayed due to timing of authorization from district and consequent proceeding of needed contracts and date privacy agreements.	Approved for final warrant.
10/28/21	Final W#18				\$597,405.58

CLINTON-ESSEX-WARREN-WASHINGTON BOCES
TREASURER'S REPORT - SEPTEMBER 30, 2021

	Cash Balance		Cash Receipts		Cash Disbursements		Cash Balance		Cash Receipts		Cash Disbursements		Cash Balance	
	August 31, 2021	September	September	September	September	September	September 30, 2021	September 30, 2021	Year To Date	Year To Date	Year To Date	Year To Date	September 30, 2021	September 30, 2021
I. CHECKING ACCOUNTS														
TD Bank - Depository														
General Fund	\$ 3,949,217.91	\$ 9,743,687.95	\$ 9,396,826.61	\$ 4,296,079.25	\$ 13,381,870.83	\$ 13,283,461.22	\$ 4,296,079.25	\$ 4,296,079.25					\$ 4,296,079.25	
Special Aid Fund	\$ (590,381.50)	\$ 82,769.38	\$ 206,648.10	\$ (714,260.22)	\$ 612,734.99	\$ 1,040,688.71	\$ (714,260.22)	\$ (714,260.22)					\$ (714,260.22)	
School Lunch Fund	\$ 79,323.14	\$ 3,000.00	\$ 20,732.15	\$ 61,590.99	\$ 75,371.39	\$ 46,020.73	\$ 61,590.99	\$ 61,590.99					\$ 61,590.99	
Capital Fund	\$ 11,453,625.99	\$ -	\$ 1,390,009.37	\$ 10,063,616.62	\$ 866,205.84	\$ 3,842,760.61	\$ 10,063,616.62	\$ 10,063,616.62					\$ 10,063,616.62	
Special Revenue Fund (Excluding ExtraClassroom)	\$ 14,482.57	\$ 85.88	\$ 2.50	\$ 14,565.95	\$ 1,707.64	\$ 2.50	\$ 14,565.95	\$ 14,565.95					\$ 14,565.95	
TD Bank - Operating														
General Fund	\$ 278,441.68	\$ 11,046,529.81	\$ 10,970,762.42	\$ 354,209.27	\$ 17,343,318.99	\$ 17,222,308.31	\$ 354,209.27	\$ 354,209.27					\$ 354,209.27	
SAVINGS ACCOUNTS														
NYCLASS														
Capital Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 655.30	\$ -	\$ -					\$ -	
Special Revenue Fund	\$ 21,715.27	\$ 0.34	\$ -	\$ 21,715.61	\$ 401.19	\$ 1,250.00	\$ 21,715.61	\$ 21,715.61					\$ 21,715.61	
TOTAL CASH ON HAND	\$ 15,206,425.26				\$ 32,281,610.87	\$ 35,437,147.38	\$ 14,097,517.47	\$ 14,097,517.47					\$ 14,097,517.47	

II. RECONCILIATION TO BANK STATEMENTS

	September 30, 2021 Bank Balance	Add: Deposits in Transit	Less: Outstanding Checks	September 30, 2021 Cash Balance
TD BANK - MUNICIPAL CHECKING - OPERATING	\$ 1,133,540.07	\$ -	\$ (779,330.80)	\$ 354,209.27
TD BANK - MUNICIPAL CHECKING - DEPOSITORY ACCOUNT	\$ 4,712,776.85	\$ -	\$ -	\$ 4,712,776.85
TD BANK - MUNICIPAL CHECKING - CAPITAL PROJECT DEPOSITORY	\$ 9,008,815.74	\$ -	\$ -	\$ 9,008,815.74
NYCLASS - SAVINGS, BOCES-WIDE CAPITAL PROJECT	\$ -	\$ -	\$ -	\$ -
NYCLASS - SAVINGS, KEITH BROADWELL SCHOLARSHIP	\$ 799.98	\$ -	\$ -	\$ 799.98
NYCLASS - SAVINGS, JONELLE MARIE BUCK SCHOLARSHIP	\$ 700.80	\$ -	\$ -	\$ 700.80
NYCLASS - SAVINGS, JWH SCHOLARSHIP	\$ 12,280.78	\$ -	\$ -	\$ 12,280.78
NYCLASS - SAVINGS, DONALD W. COGSWELL SCHOLARSHIP	\$ 919.72	\$ -	\$ -	\$ 919.72
NYCLASS - SAVINGS, SPELLING BEE SCHOLARSHIP	\$ 2.10	\$ -	\$ -	\$ 2.10
NYCLASS - SAVINGS, CV-TEC ALLIED HEALTH SCHOLARSHIP	\$ 7,012.23	\$ -	\$ -	\$ 7,012.23
TOTAL CASH ON HAND	\$ 14,097,517.47	\$ 32,281,610.87	\$ 35,437,147.38	\$ 14,097,517.47

GENERAL FUND INTEREST RECEIVED 7/01/21 - 9/30/2021 \$ 2,124.72
 CAPITAL FUND INTEREST RECEIVED 7/01/21 - 9/30/2021 \$ 5,187.12

PREPARED BY:



Christine Myers, District Treasurer

DATED:

10/27/21

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

FOR THE PERIOD 09/01/2021 TO 09/30/2021

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	7,519.61	7,519.61	0.00	7,519.61	0.00	7,519.61
SKILLS USA - MINEVILLE	1,469.45	1,469.45	0.00	1,469.45	0.00	1,469.45
NO. COUNTRY LOGGERS	339.37	339.37	0.00	339.37	0.00	339.37
REFLECTIONS	503.14	503.14	0.00	503.14	0.00	503.14
LPN CLASS	653.47	653.47	0.00	653.47	0.00	653.47
RAZOR'S 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	11,665.01	11,665.01	0.00	11,665.01	0.00	11,665.01

09/30/2021 Bank Balance \$ 11,665.01
 Add: Deposits in Transit \$ -
 Less: Outstanding Checks \$ 11,665.01


 COLBY SISKAVICH, EXTRACLASSROOM TREASURER
 10/25/21
 DATE

ENC. 6

CHAMPLAIN VALLEY EDUCATIONAL SERVICES INDEPENDENT CONTRACTOR/CONSULTANT AGREEMENT

AGREEMENT made by and between the Clinton-Essex-Warren-Washington Counties Board of Cooperative Educational Services, with its principal place of business at 1585 Military Turnpike, Plattsburgh, New York 12901 (hereinafter "BOCES") and Educational Vistas, Inc., with an office and place of business at 2200 Maxon Road Ext., NY hereinafter be collectively referred to as "THE PARTIES."

BOCES desires to have certain services and activities described as follows: Vendor Scoring for grades 3-8 ELA and mathematics assessments, grades K-12 New York State English as a Second Language Assessment Test (NYSESLAT) and grades 4 and 8 NYS Science assessments as referenced in Schedule A-3 to 8 scoring. January, possibly June, and August 2022 Regents Exams including (Physical Setting (PS)/Earth Science, PS/Chemistry, PS/Physics, Living Environment, English Language Arts, Algebra I, Algebra II, Geometry, US History and Government (New Framework), and Global History & Geography II (New Framework) as described in Schedule A-Regents Exams. The total cost will be no more than \$200,000 all-inclusive of travel and other related expenses as per detail costs on Schedule B.

Educational Vistas Inc., is qualified and if required, licensed and/or certified to provide or render the SERVICES described above.

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

1. **RETAINER:** Educational Vistas Inc. is hereby retained by BOCES as an independent contractor. The AGREEMENT will commence on the date listed above and terminate upon submission by Educational Vistas, Inc., of a final product satisfactory to BOCES, or upon the failure of Educational Vistas Inc. to meet the terms and conditions of this Agreement or upon a finding of violation of applicable laws, rules or regulations by Educational Vistas, Inc. whichever shall first occur.
2. Educational Vistas Inc. shall perform the SERVICES described in Schedule A, all such SERVICES being the responsibility of Educational Vistas Inc. and those in Educational Vistas Inc. employ.
3. Educational Vistas Inc. is free to devote his attention to the SERVICES as they see fit and is not required to perform the SERVICES during particular hours, on particular days or at a particular location, unless otherwise noted.
4. Educational Vistas Inc. represents and warrants that neither Educational Vistas Inc. nor any of Educational Vistas Inc. employees, agents, or assigns performing SERVICES for BOCES pursuant to this AGREEMENT has been convicted of a felony.
5. Educational Vistas Inc. agrees to provide copies of all certifications and licenses required by law to undertake the SERVICES to be performed for BOCES pursuant to this AGREEMENT, and further agrees to provide BOCES with a minimum of two (2) business references.
6. Educational Vistas Inc. shall provide the equipment, supplies, personnel, and other resources required to complete the SERVICES, and shall not be entitled to reimbursement for expenses, unless otherwise provided.

7. **INSURANCE:** Educational Vistas Inc. agrees to provide BOCES with a Certificate of Insurance, which meets the requirements set forth in Schedule A, prior to commencement of SERVICES. Educational Vistas Inc. acknowledges that failure to obtain such insurance on behalf of BOCES constitutes a material breach of contract and subjects it to liability for damages, indemnification, and all other legal remedies available to BOCES.
8. **FEES AND CHARGES:** It is understood by and between THE PARTIES that the above-described SERVICES will be completed before payment is made. Educational Vistas Inc., fee shall be all inclusive, and shall be limited to no more than \$200,000 paid as follows: BOCES will render payment within 30 days after receipt of Educational Vistas Inc. invoice at the conclusion of services and in consideration of receipt of services for each content area and a final product for that content area which is satisfactory to BOCES. Such fee shall not be subject to modification based on the number of hours devoted by Educational Vistas Inc., to the project.
9. **INDEPENDENT CONTRACTOR:** Educational Vistas Inc. is an independent contractor, not an employee of BOCES and is not entitled to: participation in any benefit plan provided to the employees of BOCES; Worker's Compensation; unemployment insurance benefits; nor any other benefit, right, or privilege available to the employees of BOCES.
10. **PUBLIC RETIREES:** Educational Vistas Inc., agrees to fully comply with employment, income limitations, and reporting requirements of public retirement systems and the New York State Retirement and Social Security Law.
11. **RESPONSIBILITY FOR TAXES:** BOCES will provide Educational Vistas Inc., with Internal Revenue Service Form 1099. Educational Vistas Inc., is responsible for the payment of taxes and all other sums required by law to be withheld from payments made under this AGREEMENT.
12. **PAYMENT:** Payment pursuant to this AGREEMENT is dependent upon the satisfactory completion of the SERVICES, faithful compliance with the AGREEMENT and acceptance of the work by BOCES. Submission of an invoice describing the SERVICES performed is a condition precedent to payment by BOCES.
13. **GOVERNING LAW:** This AGREEMENT shall be governed by the laws of the State of New York and any dispute arising hereunder shall be litigated in a Court of competent jurisdiction situate in Clinton County, New York; the parties agree they shall not bring an action in any other court for interpretation, enforcement, or monetary damages arising out of or under this agreement.
14. **EXECUTORY CLAUSE:** BOCES shall have no liability under this AGREEMENT to Educational Vistas Inc. or to anyone else beyond funds appropriated and available for this AGREEMENT.
15. **TERMINATION:** This AGREEMENT will terminate upon submission by Educational Vistas Inc. of a final product satisfactory to BOCES. BOCES reserves the right to terminate this AGREEMENT upon failure of Educational Vistas Inc., to meet the terms and conditions set forth herein or upon a finding of violation of applicable laws, rules, or regulations by Educational Vistas Inc.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT on this 21 day of October 2021.

Date: _____

Date: October 21, 2021


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

Educational Vistas Inc.

By: _____

By: _____

Mark C. Davey
Superintendent


Scott B. Crowder
Chief Executive Officer

Date: _____

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

By: _____

Mr. Michael St. Pierre
CVES Board President

Schedule A-3 to 8 Scoring

Vendor scoring process for grades 3-8 ELA and math assessments:

Paper-Based Assessment Scoring:

Educational Vistas, Inc. (EVI) will employ evaluated and selected NYS certified teachers to score the constructed response items. EVI will

- Do preliminary assessment check-in and verification process
- Do preliminary training for each subject based on NYS-provided scoring materials
- Have communication with district/BOCES regarding missing assessment booklet and answer sheet protocols
- Do verification and record keeping of all NYS certified teachers including copies of certifications, resumes, experience, and emergency contact information
- Have a dedicated team of 3 lead teachers assigned to each grade level to ensure full-time availability for question-resolution
- Have Full-time supervision by EVI NYS Scoring Director
- Have daily recalibration sessions related to scoring
- Have leader-performed read-behinds
- Maintain strict confidentiality agreement between EVI and scorers

Computer-Based Assessment Scoring:

Educational Vistas, Inc. (EVI) will employ evaluated and selected NYS certified teachers to score the constructed response items through the Questar Score Point software program. EVI will

- Evaluate and select protocol for CBT leaders and scorers to ensure adequate skill and familiarity with both material and process
- Do preliminary leader and scorer computer training
- Have preliminary assessment check-in and verification process
- Have preliminary training for each subject based on NYS-provided scoring materials
- Have communication with district/BOCES regarding missing assessment booklet and answer sheet protocols
- Do verification and record keeping of all NYS certified teachers including copies of certifications, resumes, experience, and emergency contact information
- Have a dedicated team of 3 lead teachers assigned to each grade level to ensure full-time availability for question-resolution
- Have Full-time supervision by EVI NYS Scoring Director
- Have daily recalibration sessions related to scoring
- Have leader-performed read-behinds
- Run a "zero" report to ensure scoring of all responses
- Maintain strict confidentiality agreement between EVI and scorers

EVI will pick up paper-based grades 3-8 ELA assessments and answer sheets twice; the dates below are pending based on a final release of the 2021-2022 NYSED Grades 3-8 Testing Schedule and may possibly be renegotiated. The first pick up of exams and answer sheets will be on Friday, April 1, 2022, between 2:00 pm and 4:00 pm. The second pick up of exams and answer sheets will be on Wednesday, April 6, 2022, between 2:00 pm and 4:00 pm. The exams and answer sheets will be picked up at the Instructional Services Center, 518 Rugar Street, Plattsburgh, NY on both days. There will be no additional charges for the pick-up of these exams and answer sheets. All exams received during the make-up period, and after the second pick up, will be sent overnight, signature required, to:

Educational Vistas
ATTENTION: Lukas Crowder
2200 Maxon Road Ext
Schenectady, NY 12308

The exam booklets will be returned to the Instructional Services Center, 518 Rugar Street, Plattsburgh, NY on Monday, May 9, 2022, between 2:00pm and 4:00 pm. There will be no additional charges for the return of these exams to the Instructional Services Center. Ed Vistas will deliver scored ELA answer sheets to Northeastern Regional Information Center (NERIC) in Albany, NY by Wednesday, May 13, 2022.

EVI will pick up paper-based grades 3-8 Math assessments and answer sheets twice; the dates below are pending based in a final release of the 2021-2022 NYSED Grades 3-8 Testing Schedule and may possibly be renegotiated. The first pick up of exams and answer sheets will be on Friday, April 29, 2022, between 2:00 pm and 4:00 pm. The second pick up of exams and answer sheets will be on Wednesday, May 4, 2022, between 2:00 pm and 4:00 pm. The exams and answer sheets will be picked up at the Instructional Services Center, 518 Rugar Street, Plattsburgh NY on both days. There will be no additional charges for the pick-up of these exams and answer sheets. All exams received during the make-up period, and after the second pick up, will be sent overnight, signature required, to:

Educational Vistas
ATTENTION: Lukas Crowder
2200 Maxon Road Ext
Schenectady, NY 12308

The exam booklets will be returned to the Instructional Services Center, 518 Rugar Street, Plattsburgh NY on Tuesday, May 24, 2022, between 2:00 pm and 4:00 pm. There will be no additional charges for the return of these exam booklets to the Instructional Services Center. Ed Vistas will deliver scored mathematics answer sheets to NERIC in Albany, NY by Thursday, May 12, 2022.

Services provided by EVI as it relates to pick-up and delivery include:

- Having staff available 24/7 during pick-up/delivery process to ensure that any challenges are identified and solved immediately
- Using software that tracks designated district contact person information, district locations, times/dates, and courier assignments
- Ensuring vehicles arrive at the Instructional Services Center at specified dates and times for pick-up/delivery of exams.
- Ensuring materials received from CVES are signed and accounted for upon receipt of pick-up/delivery.
- Ensure records of test locations and security protocols are maintained and available

- Return all answer sheets packages in separate, designated envelopes by district and grade level.
- Providing directions for packaging assessments to be picked-up
- Communicating that Opt-Out answer sheets need to be separated at the district from the assessments and answer sheets prior to sending to vendor scoring
- Ensuring that districts review and confirm that student rosters are current and accurate
- Ensuring that constructed response scores on the bubble sheets are clear, dark, and complete
- Ensuring that all SED requirements for test security and confidentiality are met
- Ensuring no student data will be collected, stored, or shared by any EVI staff

Vendor scoring process for grades K-12 NYSESLAT assessments:

Paper-Based Assessment Scoring:

Educational Vistas, Inc. (EVI) will employ evaluated and selected NYS certified teachers to score the constructed response items. EVI will

- Do preliminary assessment check-in and verification process
- Do preliminary training for each subject based on NYS-provided scoring materials
- Have communication with district/BOCES regarding missing assessment booklet and answer sheet protocols
- Do verification and record keeping of all NYS certified teachers including copies of certifications, resumes, experience, and emergency contact information
- Have a dedicated team of 3 lead teachers assigned to each grade level to ensure full-time availability for question-resolution
- Have Full-time supervision by EVI NYS Scoring Director
- Have daily recalibration sessions related to scoring
- Have leader-performed read-behinds
- Maintain strict confidentiality agreement between EVI and scorers

EVI will pick up paper-based grades NYSESLAT assessments and answer sheets once; the dates below are pending based on a final release of the 2021-2022 NYSED Grades 3-8 Testing Schedule and may possibly be renegotiated. EVI will pick up paper-based grades K-12 NYSESLAT assessments and answer sheets on Friday, May 20, 2022, between 2:00 pm and 4:00 pm. The exams and answer sheets will be picked up at the Instructional Services Center, 518 Rugar Street, Plattsburgh NY. For any make up NYSESLAT exams in grades K-12, school districts will send the exams directly to Ed Vistas for scoring. There will be no additional charges for the pick-up of these exams and answer sheets. The exam booklets will be returned to the Instructional Services Center, 518 Rugar Street, Plattsburgh NY on Friday, June 10, 2022, between 2:00 pm and 4:00 pm. There will be no additional charges for the return of these exams to the Instructional Services Center. Ed Vistas will deliver the grades K-12 NYSESLAT answer sheets directly to NERIC by Monday, June 6, 2022.

Services provided by EVI as it relates to pick-up and delivery include:

- Having staff available 24/7 during pick-up/delivery process to ensure that any challenges are identified and solved immediately

- Using software that tracks designated district contact person information, district locations, times/dates, and courier assignments
- Ensuring vehicles arrive at the Instructional Services Center at specified dates and times for pick-up/delivery of exams.
- Ensuring materials received from CVES are signed and accounted for upon receipt of pick-up/delivery.
- Ensure records of test locations and security protocols are maintained and available
- Return all answer sheets packages in separate, designated envelopes by district and grade level.
- Providing directions for packaging assessments to be picked-up
- Communicating that Opt-Out answer sheets need to be separated at the district from the assessments and answer sheets prior to sending to vendor scoring
- Ensuring that districts review and confirm that student rosters are current and accurate
- Ensuring that constructed response scores on the bubble sheets are clear, dark, and complete
- Ensuring that all SED requirements for test security and confidentiality are met
- Ensuring no student data will be collected, stored, or shared by any EVI staff

Vendor scoring process for grades 4-8 science assessments:

Paper-Based Assessment Scoring:

Educational Vistas, Inc. (EVI) will employ evaluated and selected NYS certified teachers to score the constructed response items. EVI will

- Do preliminary assessment check-in and verification process
- Do preliminary training for each subject based on NYS-provided scoring materials
- Have communication with district/BOCES regarding missing assessment booklet and answer sheet protocols
- Do verification and record keeping of all NYS certified teachers including copies of certifications, resumes, experience, and emergency contact information
- Have a dedicated team of 3 lead teachers assigned to each grade level to ensure full-time availability for question-resolution
- Have Full-time supervision by EVI NYS Scoring Director
- Have daily recalibration sessions related to scoring
- Have leader-performed read-behinds
- Maintain strict confidentiality agreement between EVI and scorers

EVI will pick up paper-based grades 4 and 8 science assessments and answer sheets once; the dates below are pending based on a final release of the 2021-2022 NYSED Grades 3-8 Testing Schedule and may possibly be renegotiated. EVI will pick up paper-based grades 4 and 8 science assessments and answer sheets on Thursday, June 9, 2022, between 2:00 pm and 4:00 pm. The exams and answer sheets will be picked up at the Instructional Services Center, 518 Rugar Street, Plattsburgh, NY. For any make up exams in grades 4 and 8 Science school districts will send the exams directly to Ed Vistas for scoring. There will be no additional charges for the pick-up of these exams and answer sheets. The exam booklets will be returned to the Instructional Services Center, 518 Rugar Street, Plattsburgh NY on Friday, June 24, 2022, between 12:00 pm and 2:00 pm. There will be no additional charges for the return of these exams to the Instructional

Services Center. Ed Vistas will deliver the grades 4 and 8 Science answer sheets directly to NERIC by Thursday, June 16, 2022.

Services provided by EVI as it relates to pick-up and delivery include:

- Having staff available 24/7 during pick-up/delivery process to ensure that any challenges are identified and solved immediately
- Using software that tracks designated district contact person information, district locations, times/dates, and courier assignments
- Ensuring vehicles arrive at the Instructional Services Center at specified dates and times for pick-up/delivery of exams.
- Ensuring materials received from CVES are signed and accounted for upon receipt of pick-up/delivery.
- Ensure records of test locations and security protocols are maintained and available
- Return all answer sheets packages in separate, designated envelopes by district and grade level.
- Providing directions for packaging assessments to be picked-up
- Communicating that Opt-Out answer sheets need to be separated at the district from the assessments and answer sheets prior to sending to vendor scoring
- Ensuring that districts review and confirm that student rosters are current and accurate
- Ensuring that constructed response scores on the bubble sheets are clear, dark, and complete
- Ensuring that all SED requirements for test security and confidentiality are met
- Ensuring no student data will be collected, stored, or shared by any EVI staff

Schedule A-Regents Exams

Vendor scoring process of Regents Exams:

Paper-Based Assessment Scoring:

Educational Vistas, Inc. (EVI) will employ evaluated and selected NYS certified teachers to score the constructed response items. EVI will:

- Do preliminary assessment check-in and verification process
 - Do preliminary training for each subject based on NYS-provided scoring materials
 - Have communication with district/BOCES regarding missing assessment booklet and answer sheet protocols
 - Do verification and record keeping of all NYS certified teachers including copies of certifications, resumes, experience, and emergency contact information
 - Have a dedicated team of 3 lead teachers assigned to each grade level to ensure full-time availability for question-resolution
 - Have Full-time supervision by EVI NYS Scoring Director
 - Have daily recalibration session related to scoring
 - Have leader-performed read-behinds
 - Maintain strict confidentiality agreement between EVI and scorers
-

EVI will pick up paper-based Regents Exams (Physical Setting (PS) Earth Science, PS Chemistry, PS Physics, Living Environment, English Language Arts, Algebra I, Algebra II, Geometry, US History and Government (New Framework), and Global History & Geography II (New Framework) and answer sheets within two days of the administration of each subject between 12:00 pm and 2:00 pm; specific dates and times to be negotiated for each administration. The exams and answer sheets will be picked up at the Instructional Services Center, 518 Rugar Street, Plattsburgh, NY. There will be no additional charges for the pick-up of these exams and answer sheets. The exams and answer sheets will be returned to the Instructional Services Center, 518 Rugar Street, Plattsburgh NY on/or within 5 days of the final submission of answer sheets to the scanning center. There will be no additional charges for the return of these exams and answer sheets to the Instructional Services Center.

Services provided by EVI as it relates to pick-up and delivery include:

- Having staff available 24/7 during pick-up/delivery process to ensure that any challenges are identified and solved immediately
- Using software that tracks designated district contact person information, district locations, times/dates, and courier assignments.
- Ensuring vehicles arrive at the Instructional Services Center at specified dates and times for pick-up/delivery of exams
- Ensuring materials received from CVES are signed and accounted for upon receipt of pick-up delivery
- Ensure records of test locations and security protocols are maintained and available
- Return all answer sheet packages in separate, designated envelopes by district and grade level.
- Providing directions for packaging assessments to be picked-up
- Ensuring that districts review and confirm that student rosters are current and accurate
- Ensuring that constructed responses scores on the bubble sheets are clear, dark, and complete
- Ensuring that all SED requirements for test security and confidentiality are met
- Ensuring no student data will be collected, stored, or shared by any EVI staff

ENC. 7

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

Agreement between Clinton-Essex-Warren-Washington (CEWW) BOCES and Tom J. Bull Presentations and Consultation for the purpose of obtaining Workshops and Cohorts at the WAF Campus in Plattsburgh NY during the 2021-22 school year. Full Day Workshops will bill at a rate of \$2,000 each, half-day Workshops will bill at a rate of \$1,000 each, and Executive Coaching and Consultation Services will bill at an hourly rate of \$250 per hour. Agreement services will be scheduled as needed upon the mutual agreement of the parties with the total annual expenditure under the contract not anticipated to exceed \$7,000. (Special Education) (attached)

ENC. 8

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, Clinton-Essex-Warren-Washington (CEWW) BOCES 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 C-E-W-W BOCES 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, C-E-W-W BOCES 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 C-E-W-W BOCES 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,

BE IT FURTHER RESOLVED, That C-E-W-W BOCES 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. 9

Committees

May 11, 2021 Audit Committee Meeting highlights (informational) (attached)

ENC. 10

Recommend that the Board approve the following letter(s) of resignation for the purpose of retirement:

1. Amy Burdo, Adult Literacy Coordinator, effective May 7, 2022



SPEAKING, COACHING, & CONSULTATION AGREEMENT

AGREEMENT made by and between Tom J. Bull Presentations and Consultation at 4 Moore Drive, Peru, New York 12972 and the Clinton-Essex-Warren-Washington Counties Board of Cooperative Educational Services, with its principal place of business at 518 Rugar Street, Plattsburgh, New York 12901 (hereinafter “BOCES”); hereinafter be collectively referred to as “THE PARTIES.”

CEWW BOCES desires to have certain services described as follows: workshops and cohorts (hereinafter “SERVICES”) at our WAF Campus in Plattsburgh during the 2021-22 school year. Full Day Workshop at a cost of \$2000 each, Half Day Workshop at a cost of \$1000 each, Executive Coaching and Consultation outside of Full or Half Day Workshops at a cost of \$250 per hour, which includes consultant fees and travel-related expenses. The dates of SERVICES are to be mutually agreed upon between THE PARTIES and may be rearranged or canceled at the mutual consent of THE PARTIES.

Tom J. Bull Presentations and Consultation is qualified and if required, licensed and/or certified to provide or render the SERVICES described above.

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

1. RETAINER: Tom J. Bull Presentations and Consultation, is hereby retained by BOCES as an independent contractor. The term of this AGREEMENT shall begin on or about the above date and continue through and include the above listed date.
2. Tom J. Bull Presentations and Consultation shall perform the SERVICES described above, all such SERVICES being the responsibility of the Tom J. Bull Presentations and Consultation and those in the Tom J. Bull Presentations and Consultation.
3. Tom J. Bull Presentations and Consultation is free to devote his/her attention to the SERVICES as he/she sees fit and is not required to perform the SERVICES during particular hours, on particular days or at a particular location, unless otherwise noted.
4. Tom J. Bull Presentations and Consultation, represents and warrants that neither Tom J. Bull Presentations and Consultation, nor any of Tom J. Bull Presentations and Consultation, employees, agents, or assigns performing SERVICES for BOCES pursuant to this AGREEMENT has been convicted of a felony.

5. Tom J. Bull Presentations and Consultation, agrees to provide copies of all certifications and licenses required by law to undertake the SERVICES to be performed for BOCES pursuant to this AGREEMENT, and further agrees to provide BOCES with a minimum of two (2) business references.
6. Tom J. Bull Presentations and Consultation shall provide the equipment, supplies, personnel, and other resources required to complete the SERVICES, and shall not be entitled to reimbursement for expenses, unless otherwise provided.
7. **INSURANCE:** Tom J. Bull Presentations and Consultation, agrees to provide BOCES with a Certificate of Insurance, prior to commencement of SERVICES. Tom J. Bull Presentations and Consultation, acknowledges that failure to obtain such insurance on behalf of BOCES constitutes a material breach of contract and subjects it to liability for damages, indemnification, and all other legal remedies available to BOCES.
8. **FEES AND CHARGES:** It is understood by and between THE PARTIES that the above-described SERVICES will be completed before payment is made. Tom J. Bull Presentations and Consultation's fee shall be all inclusive, and shall not be limited to proposed estimate of \$7000 consultant fee including travel-related expenses and paid as follows: Tom J. Bull Presentations and Consultation will present invoices on day SERVICES are rendered. CEWW BOCES will render payment within 30 days after receipt of Tom J. Bull Presentations and Consultation invoice and in consideration of receipt of services and a final product which is satisfactory to CEWW BOCES. Such fee shall not be subject to modification based on the number of hours devoted by Tom J. Bull Presentations and Consultation to the project.
9. **PAYMENT:** Payment pursuant to this AGREEMENT is dependent upon the satisfactory completion of the SERVICES, faithful compliance with the AGREEMENT and acceptance of the work by CEWW BOCES. Submission of an invoice describing the SERVICES performed is a condition precedent to payment by CEWW BOCES.
10. **INDEPENDENT CONTRACTOR:** Tom J. Bull Presentations and Consultation, is an independent contractor, not an employee of BOCES and is not entitled to participation in any benefit plan provided to the employees of BOCES; Worker's Compensation; unemployment insurance benefits; nor any other benefit, right, or privilege available to the employees of BOCES.
11. **PUBLIC RETIREES:** Tom J. Bull Presentations and Consultation, agrees to fully comply with employment, income limitations, and reporting requirements of public retirement systems and the New York State Retirement and Social Security Law.
12. **RESPONSIBILITY FOR TAXES:** BOCES will provide Tom J. Bull Presentations and Consultation, with Internal Revenue Service Form 1099. Tom J. Bull Presentations and Consultation is responsible for the payment of taxes and all other sums required by law to be withheld from payments made under this AGREEMENT.
13. **GOVERNING LAW:** This AGREEMENT shall be governed by the laws of the State of New York and any dispute arising hereunder shall be litigated in a Court of competent jurisdiction situate in Clinton County, New York; the PARTIES agree they shall not bring an action in any other court for interpretation, enforcement, or monetary damages arising out of or under this AGREEMENT.
14. **EXECUTORY CLAUSE:** BOCES shall have no liability under this AGREEMENT to Tom J. Bull Presentations and Consultation, or to anyone else beyond appropriated and available for this AGREEMENT.

15. TERMINATION: This AGREEMENT will terminate upon submission by Tom J. Bull Presentations and Consultation of a final product satisfactory to BOCES. BOCES reserves the right to Terminate this AGREEMENT upon failure of Tom J. Bull Presentations and Consultation, to meet the terms conditions set forth herein or upon a finding of violation of applicable laws, rules or regulations by Tom J. Bull Presentations and Consultation and a prorated refund of remaining SERVICES will be reimbursed BOCES.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT on this October 18, 2021.


Date: _____

Date: November 3, 2021

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

Tom J. Bull Presentations and Consultation

By: _____
Michael St. Pierre /Board President

By: 
Mr. Thomas J. Bull

By: _____
Mark Davey/District Superintendent

ENC. 9

Champlain Valley Educational Services Audit Committee - Meeting Minutes May 11, 2021 - 5:00 p.m., Virtual Meeting via WebEx

Present:

Linda Gonyo-Horne, Audit Committee Member
Donna LaRocque, Audit Committee Member (arrived 5:09)
Doug Spilling, Audit Committee Member
Eric Bell, Assistant Superintendent for Management Services
Dr. Mark Davey, District Superintendent
Christine Myers, BOCES Treasurer
Amy Pedrick, West & Company Auditor

Meeting began at 5:04 p.m.

- 1. Approved the minutes from February 10, 2021 Audit Committee Meeting**
Motion to approve (Linda Gonyo-Horne 1st, Doug Spilling 2nd). Motion carried.
- 2. 2020-2021 External Audit Entrance Conference – West & Company CPA's**

Eric Bell introduced Amy Pedrick from West & Company, who will be performing the external audit with Michael Rossi. Mr. Bell reported that in addition to West & Company performing the audit, they also provide guidance in relation to what other BOCES are doing and best practices. They are also a valuable resource to CVES throughout the year, as CVES tries to improve efficiencies and manage financial challenges.

Amy Pedrick reviewed the process and timing for the 2020-2021 annual independent audit. This year there will be a focus on GASB 84 which involves a change in accounting and recording of items from the Trust and Agency funds to other funds. GASB 87 will be an upcoming topic for next year's audit in regards to the accounting/recording of leases in our financial statements.

In response to Donna LaRocque's question of past concerns with classroom activity funds, Amy Pedrick explained they will look at areas of highest risk and will also take a broad overlook of all the areas of the extra-classroom activity funds.

Linda Gonyo-Horne expressed an interest in the Adult Education funds, the uncollectible funds, the unemployment claims that are fraudulent, and changes due the pandemic. Also, procedures for any federal funds to ensure they are expended properly. Dr. Davey reported that BOCES do not receive a large amount of stimulus money. School districts receive many more funds which are primarily distributed on behalf of their Title 1 funding structure. The stimulus funding CVES is receiving is related to the Adult Education program.

Doug Spilling stressed the importance of marketing CVES' available services to Districts at this time. Eric Bell stated that CVES has been in contact with District's business officials, informing them that with their aid ratios, it is to their benefit to use their general fund for BOCES spending to receive aid, instead of using Federal funds.

Amy Pedrick also mentioned the school lunch program as an area of focus for the compliance and single audit. Funds here are increased due to the pandemic and there has been a change in the structure of the program.

Eric Bell reported that with the CV-TEC students on campus full days during the pandemic, CVES seized the opportunity to provide an educational experience for the Culinary Arts students by allowing them to provide student meals in CV-TEC. Not only was this a great learning opportunity for the students but it saved expenditures and we are projecting a profit for the cafeteria fund.

3. Unemployment Claims Update

There are two types of unemployment claims that were of concern.

There were 44 claims that were not filed by employees. In these cases, the employee was notified, and the fraudulent claim was reported to the Department of Labor.

The other type of claim disputed by CVES, were filed by employees or former employees during the pandemic. There have been 55 claims of this type and CVES has challenged 100% of them. Two have since been denied and three have been confirmed, the remainder are still being examined. The true cost of these claims was approximately \$80,000. 50% of this cost was covered by the Federal Government and New York State provided \$38,000 credit with a \$2,000 deductible. This resulted in a zero financial impact to CVES. CVES is continuing to fight the claims.

4. Updated Reserve Plan & June, 2021 Reserve Funding

The CTE Reserve will have funding of approximately \$775,000 from the sale of the PAI equipment. The discussion to change the methodology of this reserve has been tabled due to the pandemic. The CTE Reserve will be in its strongest financial position since inception.

The TRS Reserve funding is limited to an annual 2% of the certified staff member salaries which, for CVES, is about \$190,000. To date, two years have been funded. Because of the possibility of annual expenses greater than 2%, coupled with the limitation the law puts on funding this reserve, annual funding for this reserve should be a priority.

Another reserve to consider is the Employee Benefit Accrued Liability Reserve. Part of the audit process will identify where this liability is. This reserve funds post-employment employee benefits but not health insurance premiums. The biggest driver of this fund is the sick leave buyout incentive for the teacher unit, CVES United Professionals, established during contract negotiations. As of June 2020, there was a \$1.65 million liability with the reserve at \$600,000, a shortage of approximately \$1 million. This year, CVES is making the recommendation to fund \$400,000 to the reserve. If the funds are available, this is the next priority to target for funding. As the staff retires, this will cover the costs of sick leave payouts.

Dr. Davey informed the committee members that of the \$1.5 million received from the PAI equipment sale, approximately half was spent during the year to replace needed equipment and long term, deferred updates, following a plan that's been established over years. One equipment replacement was the purchase of a new tractor trailer for the CDL program.

Ms. Gonyo-Horne suggested partnerships with trucking and other companies might be beneficial. Dr. Davey shared that CVES was in partnership with Casella and Director Friedman is working with the CV-TEC Advisory Committee to explore further opportunities.

5. OCS Audit

Due to disruption with ongoing construction at CVES, the OSC audit is on hold until September. Previously, the auditors were focusing on the New York State employee retirement system. There is a possibility there may be an interim report on this, but otherwise, the audit will resume in September.

6. Next Meeting: October 13, 2021

The Audit Committee will meet with the auditors from West & Co. to discuss the results of the annual independent audit at the October 13th Audit Committee Meeting.

Linda Gonyo-Horne thanked the CVES team for keeping CVES honest, on track and spending money wisely.

Motion to adjourn (Linda Gonyo-Horne 1st, Doug Spilling 2nd)

Meeting adjourned at 5:45 p.m.

Approved 10/13/21 (Richard Harriman 1st, Thomas McCabe 2nd)

ENC. 11

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

1. Shendara Emerson, Teacher Aide/Student Aide, Effective October 14, 2021
2. Brittney Spadafora, Teaching Assistant, Effective October 30, 2021
3. Luis Valezquez, Teacher Aide/Student Aide, Effective November 5, 2021

ENC. 12

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

1. Name: Britteny Morse
Tenure Area: Teaching Assistant
Position: Teaching Assistant
Effective Date: September 1, 2021
Tentative Tenure Date: September 1, 2025
Certification Status: Teaching Assistant Level 1
Annual Base Salary: \$25,307

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

ENC. 13

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

1. Name: Rhonda Bobbie
Position: Teacher Aide/Student Aide
Effective Date: November 3, 2021
Tentative Permanent Date: November 3, 2022
Annual Base Salary: \$17,844 (Salary may increase once contractual agreement for 2021-22 is approved)
Prorated Salary: \$14,167.60
2. Name: Emma Newell
Position: Occupational Therapist
Effective Date: November 22, 2021
Tentative Permanent Date: November 22, 2022
Annual Base Salary: \$51,000
Prorated Salary: \$36,720

ENC. 14

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

1. Name: James Bullock
Position: Network & Systems Technician
Effective Date: November 1, 2021
Annual Base Salary: \$59,210
Prorated Salary: \$39,625.15
2. Name: Derek Leavine
Position: Accountant (Schools)
Effective Date: November 29, 2021
Annual Base Salary: \$42,456
Prorated Salary: \$ 25,147.02

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

ENC. 15

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

1. Angelia Frenyea, Teacher Aide/Student Aide, Effective December 7, 2021
2. Mikayla Defayette, Teacher Aide/Student Aide, Effective December 7, 2021
3. Julie Jolicoeur, Confidential Secretary to the District Superintendent, Effective December 14, 2021

ENC. 16

Recommend that the Board appoint the following person(s) to a Part-Time Hourly Appointment for the 2021-22 school year:

1. Darlene Richards, COVID-19 Testing Personnel (Clinic Aide), \$30/Hour
2. Barbara Douglas, COVID-19 Testing Personnel (Clinic Aide), \$30/Hour
3. Nanci Satalino, COVID-19 Testing Personnel (Clinic Aide), \$30/Hour

ENC. 17

Recommend that the Board approve the following Adult Education Course Instructor(s) for the 2021-22 school year:

Adult Education non-contract, \$28/hour
Danielle Jackson

ENC. 18

Recommend that the Board approve the following list of Substitute and Temporary-On-Call appointments for the 2021-22 school year:

<u>Name</u>	<u>Title</u>
Patti Warner	Lifeguard (<i>pending fingerprint clearance</i>)
Meaghan McKenna	Teaching Assistant (<i>pending fingerprint clearance</i>)
Philip Bean	Teacher (<i>pending fingerprint clearance</i>)
Bailey Marcil	Teacher
Joanna Waters	Food Service Helper (<i>pending fingerprint clearance</i>)
Margo Mitchell	Food Service Helper
Stewart Jerdo	Bus Driver
Luis Velazquez	Teacher Aide/Student Aide

ENC. 19

Recommend that the Board approve the following Volunteer for the 2021-22 school year:

ISC
Ian Turner

ENC. 20

Recommend that the Board approve the Memorandum of Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the 12-Month Support Staff that acknowledges added compensation for a Building Maintenance Worker. (attached)

ENC. 20

Side Letter of Understanding
Between the
Clinton-Essex-Warren-Washington Board of Cooperative Educational Services
And the
Clinton-Essex-Warren-Washington Board of Cooperative Educational Services 12 Month
Support Staff

AGREEMENT made this _____ day of _____, 2021 BY AND BETWEEN the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services, hereinafter referred to as "CEWW BOCES" and the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services 12 Month Support Staff, hereinafter referred to as "SSE";

WHEREAS, the CEWW BOCES and the SSE are parties to a collective bargaining agreement ("CBA") in effect from July 1, 2019 – June 30, 2023; and

WHEREAS, For the 2021-2022 school year, Union member Jeffery Coon will be assuming the duties of Director of Facilities only when the director is out; and

WHEREAS, the District has an extraordinary need to fill the position while school is in session; and

THEREFORE, the parties hereby acknowledge the following:

1. Mr. Coon will assume the duties of Director of Facilities only when the director is out at the discretion of the Assistant Superintendent of Management Services.
2. Mr. Coon will receive additional compensation totaling \$6,000.00 for assuming the duties of Director of Facilities that will be divided out evenly over the remaining pay periods for the 2021-2022 school year. This payment is intended to cover all overtime hours worked while covering for the director of facilities when he is out. Therefore, timesheets for overtime hours worked during the specific time will not be required.
3. Mr. Coon will continue to be recognized as Building Maintenance Worker
4. Other than the conditions listed in #2 (above), all other benefits in the CBA will remain the same.
3. The terms of this Side Letter of Understanding shall not be precedent setting upon the District or the SSE.

For the District:

Mark C. Davey Ed.D., District Superintendent

For the SSE:



Kim Wimett, Unit President

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: Amy Campbell AC

DA: November 2021

RE: November 2021 Board Report

October was a month of settling in and getting back to the business of Instructional Services as we continued to follow COVID protocols but welcomed a number of events into our new Conference Center. We were reminded often that we were in a building that was still under construction. We started the month in boarded up offices and no permanent technology in our state of the art conference center. We ended the month with beautiful windows with blinds in all of our offices and a Halloween event in the conference center to try out some of the new technology. Slowly 518 Rugar is beginning to become our work home.



STRATEGIC PLANNING WITH SEAN BRADY

ISC started the month with the annual strategic planning session with Sean Brady. It was a vibrant conversation which led to a complete revamping of ISC's Improvement Plan. We did what Sean referred to as, "white sheet thinking." What this means is we completely removed all of the previous action steps and built new action steps with timelines and measurable targets. The ISC team looks forward to being a leader in CVES' priorities:

- Modernize our brand, image, and marketing strategy.
- Collaborate with component districts to sustain programs and services introduced with federal stimulus funds.
- Assess and address the expansive social, emotional, and mental health needs of our educational community.

FIRST EVENTS HELD AT NEW CONFERENCE CENTER



Although the building was still under construction and due to shipping delays Core BTS had not completed all the technology installation, we were able to hold several events in our new Conference Center. The first official event was the Board meeting held on October 13th. The temporary system still allowed for an excellent experience for those in-person or joining via Webex. In



addition to the board meeting, we were able to host other hybrid events, including the Elementary and Middle School Principals Meeting and an in-person training for High School English teachers from one of the component districts. Various meetings and committees have also been hosted at our facility. We look forward to continuing to expand the events available at our conference center.

SUPPORTING OUR COMPONENT DISTRICTS

Our Instructional Technology Co-Ser continues to grow. This month we were able to support another district by providing an on-site Network and Systems Technician three days per week. For the beginning part of the contract our own Matt Palkovic made the trip to our southern school to help with the transition and learn the system. Next month we will be introducing our new Network and Systems Technician who will provide support to our southern districts and be a point of contact for our Mineville Campus.

COLLABORATION WITH SUNY PLATTSBURGH

This month we were pleased to collaborate with the faculty of the School of Education, Health, and Human Services at SUNY Plattsburgh for their first, Future Educators Day. Allison Puliatte, Emily Hoeh and Michelle Bonatti in collaboration with Don Carlisto of NYSUT and myself organized an event that allowed current Juniors and Seniors from our component districts and our own CV-TEC Early Childhood education program to learn more about the teacher education program at SUNY Plattsburgh.



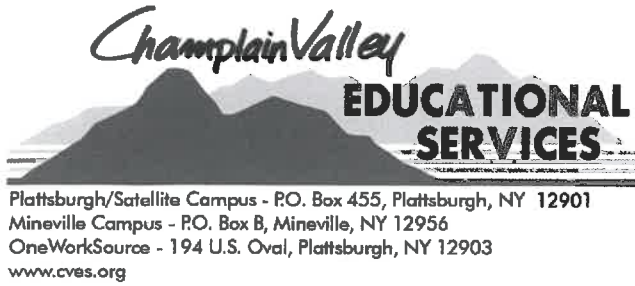
Students were greeted by Dean Simard and then were able to participate in a mock class with Early Childhood and Secondary school of education staff. Students were able to hear from a panel of current students about what they enjoy about the program. The feedback from participating students and their chaperones was excellent.



UPCOMING ISC WORKSHOPS

The following are upcoming events being hosted at ISC. We continue to work with districts and our divisions to ensure our offerings are meeting their needs.

November 1, 2, 4 & 5	TCIS Training
November 6	6 Hour DASA Training
November 12	Superintendent's Conference Day – WAF Staff
November 15, 16, 18, 19	TCIS Training
November 17	DASA Coordinator Training
November 17	Book Challenge Policies School Library Systems
November 17	Get Started with Your National Board Certification
December 3	Understanding 504 Workshop



CV-TEC DIVISION
Michele M. Friedman
Director of Career and Technical Education

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

CVES MISSION

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

TO: Dr. Mark C. Davey
 FROM: Michele M. Friedman
 DATE: November 1, 2021
 RE: November 2021 Board Report

CV-TEC Enrollment for the 2021-2022 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 have exceeded budget projections. Post-secondary enrollment is still under review; however, we expect the enrollment numbers to be within budget projections. Currently there are 731 high school students enrolled in CTE & PreCTE Programs (681 and 50 respectively). This is a significant increase from projected enrollment and the 2020-2021 actual enrollment of 652 high school students enrolled in CTE & PreCTE Programs (623 and 29 respectively).

**CV-TEC Enrollment Percentages
 of Available 11th & 12th by District**

	2010-11	2011-2012	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
AuSable Valley	17%	14%	17%	18%	21%	24%	27%	34%	31%	33%	39%	45%
Beekmantown	33%	32%	28%	33%	35%	34%	27%	21%	26%	28%	27%	31%
Boquet Valley	---	---	---	---	---	---	---	---	---	32%	35%	26%
Chazy	25%	32%	29%	27%	27%	31%	30%	41%	42%	41%	39%	40%
Crown Point	24%	27%	41%	33%	38%	45%	37%	37%	50%	46%	65%	66%
Elizabethtown	24%	21%	23%	20%	11%	26%	43%	38%	30%	---	---	---
Keene	39%	21%	12%	26%	17%	8%	19%	16%	15%	18%	23%	41%
Moriah	26%	21%	23%	25%	27%	35%	27%	34%	36%	46%	40%	47%
Northeastern Clinton	31%	31%	32%	38%	37%	43%	42%	36%	35%	32%	34%	48%
Northern Adirondack	41%	38%	38%	40%	42%	45%	52%	39%	41%	44%	58%	69%
Peru	28%	26%	28%	28%	26%	29%	29%	27%	28%	27%	27%	30%
Plattsburgh	21%	23%	19%	20%	20%	36%	28%	23%	24%	26%	23%	23%
Saranac	32%	30%	27%	33%	33%	32%	30%	33%	28%	23%	28%	39%
Schroon Lake	9%	7%	10%	16%	17%	31%	26%	13%	26%	26%	22%	22%
Ticonderoga	14%	12%	14%	14%	10%	13%	13%	16%	21%	25%	30%	42%
Westport	25%	31%	17%	19%	32%	28%	23%	22%	40%	---	---	---
Willsboro	20%	20%	22%	33%	41%	28%	44%	26%	32%	49%	58%	23%
Total Student Enrollment at CV-TEC	647	605	573	612	584	608	620	588	600	616	650	731
	27%	26%	25%	27%	28%	30%	30%	29%	30%	31%	33%	38%

* 2021-22 - 11th & 12th total district enrollment = 1937



CV-TEC DIVISION
Michele M. Friedman
Director of Career and Technical Education

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

CVES MISSION

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

Virtual Fall Family Nights

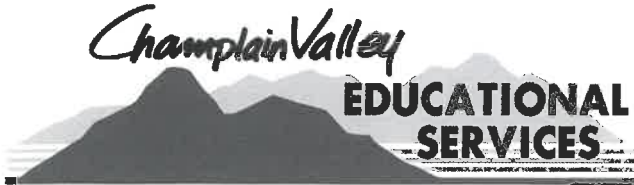
Our Mineville and Plattsburgh campuses hosted Virtual Family Nights for our CV-TEC families on October 20 and 21, 2021 respectively. Families were encouraged to sign onto Microsoft Teams to meet our CV-TEC CTE & Core Academic Teachers, Coordinators, and School Counselors, to learn about the curriculum and to “see” the instructional spaces.

Update on Divisional Goals and Strategic Plan & Divisional

2021-2022 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 Data Driven Instruction, CTE, Core Academic, Problem Based Learning, and Work Readiness Curriculum.
- Strengthen Team CV-TEC by implementing, monitoring and updating the CVES Strategic Plan and the CV-TEC Division Improvement Plan and corresponding target areas and activities included in each:
 - Promote the Social-Emotional well-being of our students & staff.
 - Provide the framework for alignment to and documentation of CTE Programs with NYS Blueprints and State/National industry standards and affiliations.
 - Market our programs to achieve enrollment targets.
 - Provide our students multiple pathways to success that allow seamless, efficient transitions to further education or to the workplace.
 - Meet Federal and State grant outcomes to lead adult students on a pathway out of poverty toward success in education, training, post-secondary and/or employment.
- Strengthen Team CV-TEC by emphasizing Divisional continuity among all buildings, sites, departments, programs and team members through ongoing professional development, collaboration and reorganization of Divisional procedures and protocols.





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

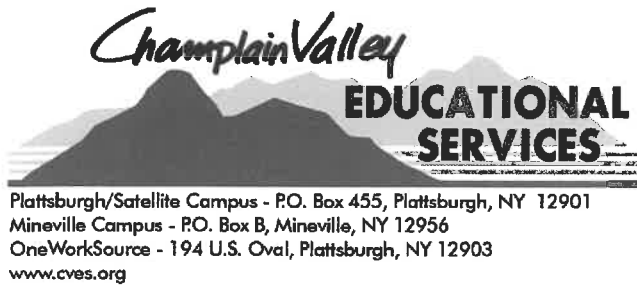
CV-TEC DIVISION
Michele M. Friedman
Director of Career and Technical Education

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

CVES MISSION

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

Performance measures	2017-18	2018-19	2019-20	2020-21	2023 target
Total CTE program high school daytime enrollment (Co-Ser 101, 115)	588	600	619	633	730
Total CTE program post-secondary daytime enrollment (Co-Ser 103)	70	80	59	44	85
Total high school equivalency (HSE-TASC) enrollment	-	-	281	246	300
Total post-secondary enrollment in job skills training or continuing education courses	61	63	67 ¹	27	85
% CTE high school (HS) daytime completion rate²	95	98	98	98	98
% CTE HS daytime enrollment exiting with additional rigorous outcome:					
- % earning Career Development and Occupational Studies (CDOS) credential (CCCR 1.5 weight)	TBD	TBD	TBD	TBD	100
- # earning dual enrollment credit (CCCR 2.0 weight)	-	-	45	57	65
- % eligible earning NYSED CTE Technical Endorsement (Advanced Regents Designation) (CCCR 2.0 weight)	51	63	68	67	75
- % earning National Work Readiness Credential or Precision Exam equivalent (CCCR 1.5 weight)	87	83	73	79	90
% CTE program post-secondary completion rate:	88	94	90	94	97
- % successfully completing a technical assessment at the state cut score	77	93	n/a ³	DNT	90
- % earning National Work Readiness Credential or Precision Exam equivalent	88	100	86	100	100
% CV-TEC @ OneWorkSource obtaining employment or enrolling in post-secondary					
- % employed 6 months after exit from the program	-	-	32	31	TBD
- % employed 12 months after exit from the program	-	-	37	30	TBD
- % post-TASC	-	-	59	60	TBD
¹ 18 students did not complete due to COVID Closure; will restart in the Fall; ² successfully completing a two-year NYSED Approved Program of Study, accelerated 1-year program (New Visions) or Pre-CTE Program; ³ Technical assessments were not administered due to COVID shutdown					



CV-TEC DIVISION
Michele M. Friedman
Director of Career and Technical Education

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

CVES MISSION

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

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 2021-2022 grant is \$128,371.

The Perkins grant requires a Comprehensive Local Needs Assessment (CLNA) to be conducted during the 2021-2022 school year. We will combine our regularly scheduled annual review processes that we already have in place (ex. Advisory Council/ Advisory Committee/ Superintendent meetings), with a formal visit from an outside agency (ex. ACTEA, SREB, etc.). The results of this important review will determine the direction of the Perkins grant for the next two (2) to three (3) years. {The first CLNA was conducted during the 2019-2020 school year and those results determine the initiatives for this school year.}

NYSED CTE Program Re-Approval Process

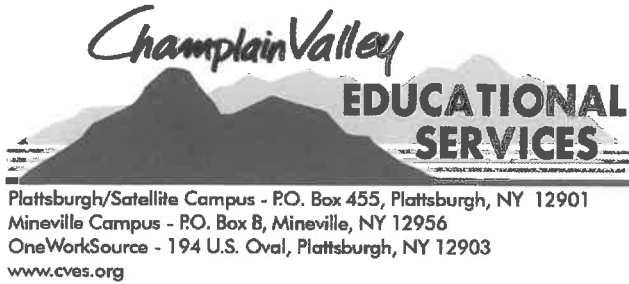
The Natural Resource Management program successfully completed the NYSED (Re-)Approval process during the 2020-2021 school year. The following CTE programs will be undergoing the Re-Approval process this school year: Animal Science: Veterinary Assistant, Automotive Collision Repair, Automotive Technology, Business & Health Management, and Digital Art & Design. Due to the future merge of the Graphic Design & Communications program with the Digital Art & Design program, we will be sunsetting the Graphic Design & Communications program after the 2021-2022 school year.

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 2021 semester, all CV-TEC students (juniors, seniors, and post-secondary) were eligible to participate in the NWRC. The results of this administration include: Of the 514 students that completed the NWRC, 410 were successful in earning their credential, which is an 80% success rate. Of those: 199 out of 273 juniors were successful (73%); 204 out of 234 seniors were successful (87%); and 7 out of 7 post-secondary students were successful (100%). We are very pleased with our results!

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.



CV-TEC DIVISION
Michele M. Friedman
Director of Career and Technical Education

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

CVES MISSION

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

OneWorkSource Campus Highlights, Grant Status & High School Equivalency and Job Skills Training Programs

Funding Status

• <u>WIOA Corrections:</u>	<u>\$405,147</u>
• <u>WIOA Literacy Zones:</u>	<u>\$250,000</u>
• <u>WIOA Adult Basic Education</u>	<u>\$ 60,182</u>
• <u>EPE (Employment Preparation Education):</u>	<u>\$421,312</u>
• <u>Supplemental Nutrition Assistance Program (SNAP) pending*:</u>	<u>\$400,000</u>
• <u>Career Pathways:</u>	<u>\$190,192</u>
• <u>TASC Testing:</u>	<u>\$ 9,397</u>

Total Grant Funds: **\$1,736,230***

- *SNAP funding is pending application approval by December 2021.*
- *2022-23 WIOA applications have been submitted and are pending approval/awards.*
- *EPE funding is the same as last year, but with 510 less hours.*

Opening Plan for 21-22 SY

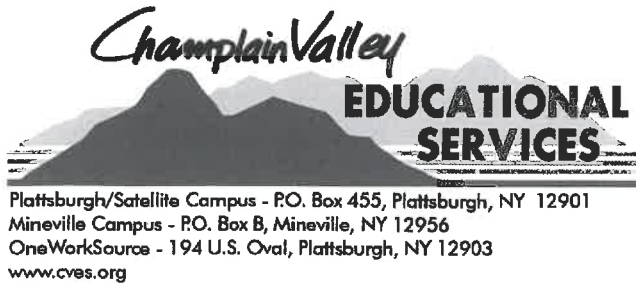
NYSED Adult Education has approved the 2021-2022 opening plan.

Clinton and Essex County HSE Sites

- Behavioral Health Service North
2x a Week in-person instruction
- Clinton County Jail
5x a week instruction for adults and incarcerated youth
- Champlain Library
Distance Learning with once a week in-person tutoring
- Distance Learning
3 teachers support all DL for Clinton and Essex Counties
- Essex County Jail
5x a week instruction for adults and incarcerated youth
- St. Joseph's-Keeseville Afternoon Class 2x a week
- One Work Source (Elizabethtown)
Distance Learning is run out of the site
- One Work Source (Plattsburgh)
Morning (3x a week), Afternoon (3x a week), and Night programs (2x a week)
- Ticonderoga Fellowship Center
DL drop in site 1 x a week

TASC Testing

- Pearson has decided to discontinue the TASC high school equivalency exam.
- NYSED Adult Education has put the test out for bid.
- The history is that NYSED stepped away from the GED due to funding costs.



CV-TEC DIVISION
Michele M. Friedman
Director of Career and Technical Education

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

CVES MISSION

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

Job Skills Training

- Welding- begins 10/18/2021
- CNA- not open for enrollment- SNAP funding unavailable
- AIME-not open for enrollment at this time
- Phlebotomy- Started October 4th
- WIM- not open for enrollment

Standards & Conditions Update

- Many of the plans that were in motion during the 2019-2020 school year were immediately put on hold in March of 2020. During the 2020-2021 school year, new procedures needed to be developed and implemented to provide quality, flexible education for students who were transitioning back and forth between in-person and remote instruction. Moreover, since Spring 2021, we have brought on numerous new staff members replacing many veteran teachers. All of this combined presented an opportunity to reset and restart our previous initiatives.
- During Summer 2021, members of the committee reviewed results from the summative national technical performance assessments to determine what went well and where improvements could be made from our pilot year of testing administration.
- In October 2021, during our annual strategic planning meeting, members of the committee along with the CV-TEC divisional planning team updated our goals:
 - The committee will embark on a multi-year action plan to assist faculty in mapping their curriculum to our JMT/SWA blueprints to better align with the needs of NYSED for our programs' CTE re-approval process and implement a timeline for reviewing documents included on the Standards and Conditions Checklist.
 - The division will continue to improve the national technical performance assessment implementation.
 - CV-TEC will continue to update and improve the protocols and framework for using Microsoft Teams and remote learning standards in general.
 - A subcommittee will work to seek reaccreditation for Practical Nursing over the next two years.





CV-TEC DIVISION
Michele M. Friedman
 Director of Career and Technical Education

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

CVES MISSION

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

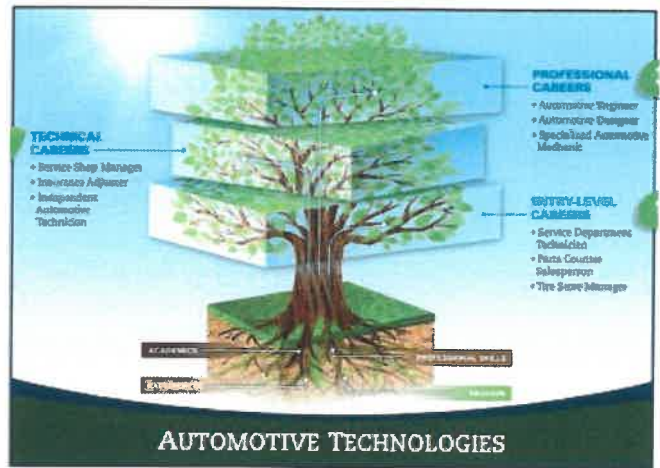
Work-Based Learning Update

INCREASE CAREER EXPLORATION AND WBL OPPORTUNITIES FOR ALL CTE STUDENTS

Pilot TFS (Tools for Schools) Career Tree Curriculum in Allied Health Mineville program.

The Career Tree will allow us to engage our students in an ongoing dialogue about their futures, what's possible and how to make it happen. These students will be asked to research, discuss, present, and interact with the various careers and occupations they can pursue in the field they have chosen, including entry level, technical, and professional career opportunities.

Continue collaboration with 300+ business partners in our CTE areas to provide career exploration and preparation for our students. Our [CV-TEC WBL opportunities](#) will include industry speakers and tours, job shadowing, community service/volunteering, career-focused research project, school-based enterprise, onsite project, clinical experience (Cosmetology and Health Careers only), Career Exploration Internship Program (CEIP), paid and unpaid CO-OP experiences, and apprenticeships.



BLUE COLLAR CONNECTION

CV-TEC will continue to collaborate with the Northern Home & Lifestyle Association (NHLA) to offer local businesses the opportunity to mentor our CTE students interested in pursuing a career in the technical trades. Students will rotate through the following companies to gain a broader understanding of the many pathways in the construction trades industry. Student participants will have the opportunity to apply for the NHLA scholarship upon completion of the WBL rotation, and the recipient will receive \$500 in equipment for their chosen career path.

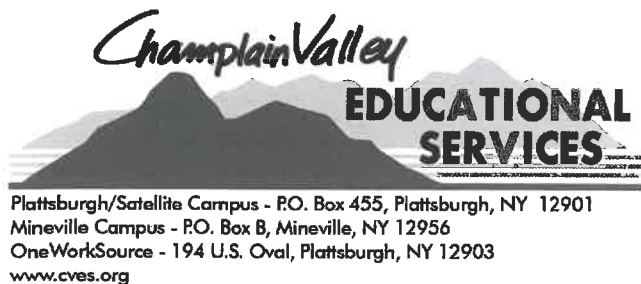
Business Partners: PM Leary Plumbing, PM Leary Builders, Fuller Excavating/Mechanics, Cedar Knoll, Lake Champlain Pools, Rene's Repair, Taylor Rental, Whiteface Real Estate Development and Construction

NORTH COUNTRY MANUFACTURING DAY, CCC IAM Tuesday, November 16th (8:45-2:30)

10 school districts and 300 students will be participating this year. Students will have the opportunity to network with local manufacturers', giving them a real-life look at what it takes to succeed in this growing industry.

MEET THE EMPLOYER EVENTS

We are collaborating with the NCWDB and the Chamber of Commerce to provide these events for our students. They have the opportunity to virtually meet the employer, take a tour of the company, learn about the various positions, pay, and benefits. The employers also discuss the requirements for the positions and walk students through the application and hiring process. We kicked off the "Meet the Employer Event" with Schluter Systems. It was very successful, and several of our 2021 graduates were hired.



CV-TEC DIVISION
Michele M. Friedman
 Director of Career and Technical Education

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

CVES MISSION

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



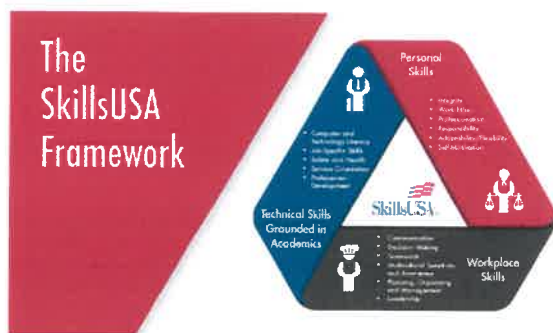
FINANCIAL LITERACY SIMULATION will be offered this year for our graduating students. We are partnering again with UFirst in the North and TrailNorth in the South. Students will be asked to create and follow a realistic budget, and throughout the event, they will receive financial counseling, and discover what it is like to manage debt and save for the future.

JOB FAIRS will be held in **May 2022** and will be organized by career cluster. Our CTE students will have the opportunity to preview and interview for summer jobs, internships, and other career opportunities in our area.

PARTNERSHIP APPRECIATION EVENT (June 2022) 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.

TARGETED EMPLOYABILITY SKILLS TRAINING FOR TEACHERS AND STUDENTS

We will be utilizing the SkillsUSA framework to guide the instruction of these employability skills. This will include an introductory presentation that will define employability skills and give relevance to their importance. This presentation will also showcase the framework and identify the monthly themes, challenges, and workshops students will participate in this year, allowing them to earn micro-credentials in these areas.



Employability Skills Monthly Themes and Workshops

MONTH	EMPLOYABILITY SKILL	WORKSHOP
October	Communication	
November	Teamwork	Effective Workplace Communications Workshop
December	Responsibility	
January	Decision Making	Customer Service Excellence
February	Time Management	
March	Professionalism	Teamwork for the Trades
April	Leadership	Learning to Lead
May	Problem-solving/Critical Thinking	



CV-TEC DIVISION
Michele M. Friedman
Director of Career and Technical Education

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

CVES MISSION

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

Continued Development of the [CV-TEC New Visions Applied Engineering \(NVAE\) WBL Program](#) to include 54+ Hours of WBL to include Guest Speakers, Employer Interviews, Industry Tours, PBL Projects and Job Shadowing Opportunities.

These career exploration activities will allow the NVAE students to gain valuable insight into a variety of engineering fields and the opportunities available locally.

November 10, 2021, 9-2:30 NVAE JUNIOR EXPERIENCE DAY @CCC IAM Building

NVAE German STEM Project-In collaboration with the NCWDB and the Universitüt Sigen, our NVAE South students will be participating in a STEM field project that will begin February 2022. The NVAE and the German students will meet virtually twice a week to solve a problem that has been identified from one of our business partners. The students will present the solutions to the problem at the host company and at the May 2022 CV-TEC Job Fair. The committee is developing a Toolkit that schools can utilize to facilitate future international PBL projects.

2021-2022 NVAE Business and Industry Partners:

AES Northeast, PLLC
AEDA
Barrett Industries/Upstone
Materials
Schluter Systems
Norsk Titanium
Pre-Tech Plastics
Nova Bus/Prevost
Moldrite Plastics
RMS
General Composite
Earth Science Engineering
North Woods Engineering
Vestas Americas Wind
Technology
Aviation Tech Support, LLC
NYS Dept. of Environmental
Conservation
Jeffords St



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

CV-TEC DIVISION
Michele M. Friedman
Director of Career and Technical Education

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

CVES MISSION

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

Health Careers Department Update

LPN:

- 22 students currently seated
- Meadowbrook Healthcare sponsoring 5 of their employees (full tuition and salary)
- Stable faculty (classroom and clinical)
- Clinical site adjustments due to COVID (decrease in ratio of faculty: student, weekly testing implemented, all students fully vaccinated)

Adult CNA: Spring 2022 Class open for enrollment

Adult Phlebotomy: Fall Class currently in session. Spring 2022 Class open for enrollment.

Allied Health:

- Total Enrollment: Approx. 90 students/ 2 campuses
- Return to live clinical Oct. 20th with students fully vaccinated and weekly testing
 - Decrease in faculty: student ratios required by sites

New Visions: 40 Students/ 2 campuses.

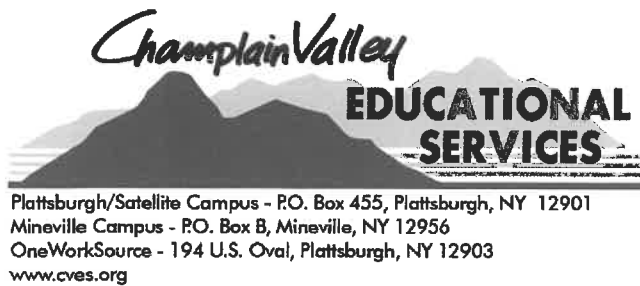
- Return to clinical sites with fully vaccinated students

CPR/First Aid: Training per industry need continues.

Student Services Department Update

Student Services 2020-2021 Goals

- ❖ Assist in Retention and Transition of Students by Providing Access to Mental Health Counseling Services
- ❖ Incorporate Trauma Informed Counseling Practices in Relation to the COVID-19 Crisis
- ❖ Strengthen Connection Between In-person Guidance Services with Remote Guidance Services in Preparation for Possible Remote-only Directive
- ❖ Assist COVID Compliance Officer in Keeping CV-TEC Safe and Healthy
- ❖ 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 Scheduling/Delivering Individual and Group Visitations/Presentations for Youth and Adults While Following COVID-19 Compliance Protocols
- ❖ Assist in Transitioning Students by Providing Career Counseling



CV-TEC DIVISION
Michele M. Friedman
Director of Career and Technical Education

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

CVES MISSION

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

Enrollment

- Working with districts to receive all student data to finalize enrollment.
- Record enrollment of 731
- We have regularly met with students as they have asked to explore other programs.
- Assisted to secure VA funding for several post-secondary students.
- Participated in all student assemblies.
- We have received IEPs/504s for all schools. 239 IEPs, 77 504s. All IEPs/504s have all been reviewed and SchoolTool updated with notes for the teachers.
- Briefed teachers on changes to accessing their documents during first faculty meeting. We held a training session on understanding IEPs requirements and management during our first professional development day.
- We have been working with nurses to channel COVID information regarding students under quarantine.

Recruitment

- We are converting all student visitation forms to PDF for easier completion by districts.
- Ongoing communications with North Country Community College to register students for CAPSTONE experiences.
- SUNY Plattsburgh Teacher Education Students have visited and toured the CV-TEC Main Campus

Mineville

- Record enrollment on the CV-TEC Mineville Campus at 143 students.
- The Mineville Campus school counselor is out on leave until the second semester. We have committed to providing a counselor one day per week from the Plattsburgh campuses and have additional supplemental support arranged by retired school counselor for 2 days per week.



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

SPECIAL EDUCATION DIVISION

Matthew J. Slattery
Director of Special Education

slattery_matt@cves.org
Plattsburgh Campus, 518-561-0100 FAX 518-561-5624
Mineville Campus, 518-942-6691 FAX 518-942-3368

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 2021
Re: Board of Cooperative Educational Services Report

Mineville's Upgrades to Campus Nearly Complete!

The Mineville campus is enjoying the new office space constructed this summer as part of the Capital Project. The new, secure entry allows guests to be seen and permitted access into the office area. Once in the office area, there is a new office which can be used by agency visitors here to see students, or parent meetings with staff during the school day. It eliminates the need to find available space and escort visitors through the hallway. The second set of doors into the lobby will keep the building both safe and much warmer in the winter months, and with all new exterior windows and doors the energy efficiency, as well as the safety of the building has improved! And our students continue to enjoy the new playground equipment, which was installed last year.



Promethean Summit a Great Success

This fall, we partnered with Promethean to host a Promethean Summit for all our teachers. This full day program explored the extensive interactive solutions available with the Promethean Panels that all our classes received last school year. This includes the Activpanel, ActivInspire, and ClassFlow Software and how it can be used to engage and inspire students.

This hands-on session was designed specifically for our teachers and our student population to promote greater student engagement and collaboration. Teachers learned how to effectively use Promethean's preloaded app suite including the whiteboard, screen capture, annotate, timer, spinner, and screen share apps to increase collaboration and methods of incorporating existing content. Numerous teachers remarked that this was "...one of the best professional development sessions we have ever had!" As a result of the full day training, all Special Education Teachers at CVES are now Promethean Certified Teachers.



Developing Work-Readiness Skills for Our Students

We were fortunate this Fall to have rolled out the Practical Assessment Exploration System (PAES Lab), a simulated work assessment and hands-on curriculum lab where students learn by doing in a structured environment. In the lab, students explore the following five career field areas: business/marketing, computer/technology, construction/industrial, processing/production, and consumer service. Students complete tasks using real tools and equipment. These tasks start at a basic level and build in complexity as the student's skills increase. The lab simulates a real-world work environment, so students become employees and teachers become supervisors when they walk through the door. Employees clock in on a computer and are given job tasks. They are expected to communicate professionally, learn, and follow safety procedures, solve problems, stay on task, and much more. The PAES lab allows students to experience and practice job skills that help prepare them for the world of work as well as assist them in finding direction for their desired career paths.



The PAES Curriculum Based Assessment is a performance-based measure of employment potential by assessing aptitude, interests and behaviors while scoring quality of work, work rate and level of assistance needed. PAES provides meaningful and critical data-driven information for Transition and Individualized Education Plans. Time spent in the lab can also count toward the 216 hours of work-based learning required for students working toward the Career Development and Occupational Studies (CDOS) credential.



WAF Staff Newsletter by Ms. Lecuyer and the Wellness Committee

WAF Wellness Newsletter
October 2021



Happy Fall Y'all!!

Hey all you amazing CVES Staff!! It's October and the next few months are sure to be filled with fun activities in and out of school! If you would like to share any special events with your co-workers, please feel free to email lecuyer_argie@cvcs.org.

Congrats to Heather Shaw!

Heather and her sweetheart Coleb were married on October 16th. You made a beautiful bride Heather!



Congratulations to Shelby on her new role as our Great job Shelby!

October Birthdays!
 Elizabeth
 Laura Demmon
 Laurinda
 Nicole O'Connell
 Tally Duff
 Jenni Laska
 Angela Probst
 Ann Geoffrey
 Emma Seay

HALLOWEEN TREATS SURVEY RESULTS
 1st place - Peanut Butter Cups
 2nd place - Kit Kat
 3rd place - Snickers
 4th place - Pop Corn Balls
 5th place - Candy Corn
 6th place - Candy Pumpkins

WELCOME NEW TEAM MEMBERS!!



Rachel Boire
8:1:1 Academic Teacher



Danielle Brienza
6:1:1 Student Aide



Franz Pope
6:1:1 Student Aide



Arianna Menard
8:1:1 Academic TA



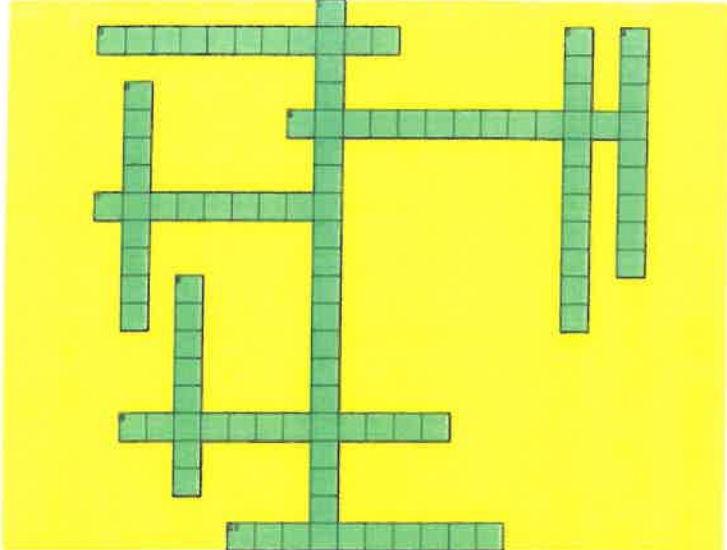
Heather Ford
Building Sub TA



Jenifer Cote
8:1:1 Student Aide

*If you see these faces in the halls, give them a friendly smile, and say hello!
 Remember, we were all new at one time.*

How well do you know your co-worker's?



Created using the Crossword Maker on TheTeachersCorner.net

Across

- 2. 1st car was a Ford Fairmont
- 6. Would love to meet Barack Obama
- 7. Biggest fear is spiders crawling on them
- 9. Was an Elf at Santa's Workshop
- 10. Dream job is to own a bakery

Down

- 1. Has a dog named Scooter
- 3. Always wanted to go hang gliding
- 4. Wanted to be a Hair Stylist
- 5. Detroit Red Wings - Favorite team
- 8. Favorite song to sing in the car is 'Come Sail Away'

First In-Person Regional CSE Chairperson and Director Meeting of the School Year Held in New ISC Facility

CHAMPLAIN VALLEY EDUCATIONAL SERVICES
SPECIAL EDUCATION DIVISION
REGIONAL CSE CHAIRPERSON AND DIRECTOR MEETING
OCTOBER 22, 2021



We are excited to welcome everyone to our new ISC location at 518 Rugar Street in Plattsburgh, NY. If you are unable to join in-person, please use the link to join virtually: [Click here to join the meeting.](#)

- 8:30 – 9:00 Refreshments and Light Breakfast Items
- 9:00 – 9:15 Open Meeting: Warm Up Activity
- 9:15 – 9:55 NYSED Update; Sue Eckert, SEQA RA
- [October's Updates](#)
- OSE Partnership; Rhoda Butler, Measurement Inc.
- 10:00 – 11:00 Legal Alert; Wendy DeWind, Esq, Hogan, Sarzynski, Lynch, DeWind & Gregory, LLP
- [Legal Alert: The Effects of COVID](#)
- [CVES Regional Special Education Update by Wendy Dewind, Esq 10.22.21.pptx](#)
- 11:00 – 11:30 CVES Update; Matt Slattery, Director
- Improved Communication from the Field with State Ed.
 - o Surveys, Slide Decks, etc...our direct line
 - o Statewide Special Education Summit – Oct. 20 & 21
 - o Current topics: Teacher Ed Preparation and EO Classification
 - Streamlining Processes
 - o Change of IEP Program/Service Reminder
 - [Enrollment Change Form](#) submitted to Janet Arthur, each time.
 - i.e. Speech services increase or decrease, CSE office send form to Janet.
 - o Release Days for CVES Itinerant Staff
 - Nov. 12, 2021 – Full Day
 - February 1, 2022 – Early Release at 11:30 a.m.
 - March 17, 2022 – Early Release at 11:30 a.m.
 - March 18, 2022 – Full Day
 - May 11, 2022 – Early Release at 11:30 a.m.
 - o Enrollment Process for Mineville
 - Email Enrollment Paperwork to Grace, Marcie and Janet
 - stay_grace@cves.org
 - frasier_marcie@cves.org
 - arthur_janet@cves.org
 - o [CVES Annual Review Meetings @ WAF Spring 2022.xlsx](#).
 - Strategic Plan Update
 - o Achieve Equitable Access to All Programs and Services
 - o Implementation 2023-24
 - Systems of Care Learning Collaborative
 - o [The Evolution of the System of Care Approach](#)
 - o Need a Component District Practitioner Representative
 - Is there a Regional Need for ITSP at Lower Levels
- 11:30 – 12:15 Lunch
- 12:15 – 3:00 Directors and Chairpersons Regional Discussion
- 12:15 – 1:00 ISC Updates; Amy Campbell, Assistant Superintendent of Educational Services and Sarah Paquette, Administrator for Instructional Services
- 1:00 – 2:00 CVPH MHU; Dr. Steward, Chief of Psychology and Ms. Bethany Sosis, Director of Child and Adolescent Psychiatry
- Next Meeting: November 19 @ 10 AM (remote)