

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

DATE: November 10, 2021
KIND OF MEETING: Regular Board Meeting
PLACE: Yandon-Dillon Center – Mineville, NY

Board Members Present:

Leisa Boise *joined Remote at 8:19pm*
Kathy Comins-Hunter
Patricia Gero - *Remote*
Richard Harriman, Sr.
Donna LaRocque- *Remote*
Ed Marin
Thomas McCabe
Bruce Murdock
Florence Sears
Doug Spilling
Michael St. Pierre
Donna Wotton

Board Members Absent:

Richard Malaney
Lori Saunders

District Superintendent:

Dr. Mark C. Davey

Board Clerk:

Meaghan Rabideau

Others Present:

Amy Campbell
Michele Friedman
Matthew Slattery
Eric Bell- *Remote*

MEETING
TO ORDER

Board President St. Pierre called the meeting to order at 6:34 p.m.

BOARD MEMBER
APPOINTMENT

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board appoint Mrs. Kathy Comins-Hunter to the CVES vacant Board seat through April 28, 2022. Mrs. Comins-Hunter took the Oath of Office and filed with the Board Clerk. All Board Members present voted yes—motion carried.

EXECUTIVE
SESSION

Mr. Murdock moved, seconded by Mr. Spilling, that the Board go into Executive Session at 6:36 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; ; #9 - A matter related to a specific student of the district All Board Members present voted yes—motion carried.

In Executive Session, Dr. Davey and the Board discussed his 2021-22 yearly goals progress, including the suggestions for refining and improving his monthly communication and Board updates. Second, Dr. Davey reviewed several labor relations matters including his recommendation for the Communications & Publications Manager appointment and the Salary & Benefit Agreement for the position. Next, Dr. Davey reviewed a grievance received from the CVES United Professionals Association, and he provided an update on the status of negotiation with CVES' 10-Month Support Association which is part of CSEA. Additionally, Dr. Davey reviewed several Memorandum of Agreements (MOA's) recommended to the Board. Third, several confidential employment recommendations were

discussed including hiring and resignation planned actions. Fourth, the Board discussed filling a Board vacancy and a recommended candidate. Lastly, an Addendum item was recommended for approval for an Education School Solutions Service Agreement to provide trauma-informed professional development and support services for CVES and area school districts. The agreement has been reviewed and approved by CVES’ attorney Mr. Joseph Laverando, Esq., and CVES was awaiting final confirmation on its approval which was received in advance of the Board meeting. Mr. Harriman Sr. moved, seconded by Mr. Spilling, that the Board come out of Executive Session at 7:59 p.m. All Board Members present voted yes—motion carried.

CAPITAL PROJECT UPDATE

Dr. Davey shared that the Capital Project continues to positively progress towards its targeted December 1, 2021, substantial completion target. He complimented the Mineville Campus improvements which included the new vestibule, classroom upgrades, and other areas that the Board toured prior to the meeting this evening. Next, Mr. Bell reviewed several punch-list items that will be finalized within the next few weeks. Mr. Bell included the mini capital projects in that timeframe as well which includes the Fire Alarm, Waterline and Exterior Door Projects. Next, Mr. Bell briefly discussed the scope of work for the Phase 2 Capital Project which will include items from Phase 1 that were not able to be included initially. Phase 2 planning will proceed over the next few months. CVES will next identify all needs to establish a ten-year plan going forward and allocate funds appropriately. Lastly, Mr. Bell referenced an Energy Performance Project planning analysis that is under review and will be presented upon completion to address potential needs in the future and to determine an EPC (Energy Performance Contract) viability.

Note: Mrs. Leisa Boise, Board Member, joined the meeting at 8:19 p.m.

DISTRICT SUPERINTENDENT UPDATE

Dr. Davey began by acknowledging that his weekly updates that are provided to the Board include COVID positive case reporting, weekly testing and recent CVES events. Dr. Davey complimented CV-TEC on their successful student event held today, that he also attended. Dr. Davey invited Mrs. Friedman, CVES’ Director of Career and Technical Education (CTE), to provide an expanded update. Mrs. Friedman highlighted that the New Visions Applied Engineering Junior Experience Day was held at Clinton Community College in the Institute of Advanced Manufacturing Building. She provided a brief overview of the event, the individuals involved and explained that the event is used to recruit for next year’s program. Students were placed in eight different teams and were asked to choose a team leader to help structure and implement the challenge. The goal was to execute a finished product by working successfully together as a team. Next, Dr. Davey shared recent updates for DEI (Diversity, Equity & Inclusivity). Information from NYSED continues to be reviewed to determine best practices. CVES plans to establish a Diversity Officer and recommend next steps in the position establishment at its December Board meeting. Third, Dr. Davey provided COVID-19 updates including the recent CEWW COVID Report Card. Weekly meetings and collaboration with the Clinton County and Essex County Health Departments

continue as does weekly staff testing. Symptomatic testing of staff and students will be rolled out in Clinton County in the upcoming weeks and months. Schools in Essex County (including the Mineville campus) have Abbott ID Now testing units (ELC grant money has provided machines in all districts in Essex County) which allow for symptomatic testing. Lastly, Dr. Davey discussed the CVES Board Vacancy and that there is a Potential Candidate from the Peru school district, additional information will be forthcoming.

PREVIOUS
MINUTES

Mr. Harriman Sr. moved, seconded by Mr. Murdock, to approve the minutes of the October 13, 2021 regular meeting as presented. 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 October 5, 2021 to November 1, 2021, as presented.

TREASURER’S
REPORTS

Approve the Treasurer’s Report from September 30, 2021 as presented.

DONATION

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).

BUDGET
INCREASE

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)

AGREEMENT
AMENDMENT

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. 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)

CONTRACTOR/
CONSULTANT
AGREEMENT

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)

COOPERATIVE
BIDDING
RESOLUTION

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.

OLD BUSINESS

Audit Committee Meeting Minutes from the May 11, 2021 meeting were shared with the Board.

CONSENT
AGENDA
PERSONNEL

Mr. Murdock 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.

Page 5
Board Minutes
November 10, 2021

RESIGNATION
FOR THE PURPOSE
OF RETIREMENT
BURDO

Approve the following letter(s) of resignation for the purpose of retirement:

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

RESIGNATIONS
EMERSON,
SPADAFORA,
VELAZQUEZ

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 Velazquez, Teacher Aide/Student Aide, Effective November 5, 2021

FOUR-YEAR
PROBATIONARY
APPOINTMENT
MORSE

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

1. Brittney Morse, Teaching Assistant, Effective September 1, 2021, Annual Base Salary of \$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).

CIVIL SERVICE
PROBATIONARY
APPOINTMENTS
BOBBIE, NEWELL

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

1. Rhonda Bobbie, Teacher Aide/Student Aide, Effective November 15, 2021, Annual Base Salary of \$17,844 (Salary may increase once contractual agreement for 2021-22 is approved), Prorated Salary of \$13,450.25.
2. Emma Newell, Occupational Therapist, Effective November 22, 2021, Annual Base Salary of \$51,000, Prorated Salary of \$33,405.

CIVIL SERVICE
PROVISIONAL
APPOINTMENTS
BULLOCK,
LEAVINE

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

1. James Bullock, Network & Systems Technician, Effective November 1, 2021 Annual Base Salary of \$59,210, Prorated Salary of \$39,625.15

2. Derek Leavine, Accountant (Schools), Effective November 29, 2021, Annual Base Salary of \$42,456, Prorated Salary of \$ 25,147.02

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

Page 6
Board Minutes
November 10, 2021

PERMANENT
APPOINTMENT
FRENYEA,
DEFAYETTE,
JOLICOEUR

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

PART-TIME
HOURLY
APPOINTMENTS

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

ADULT
EDUCATION
COURSE
INSTRUCTOR

Approve the following Adult Education Course Instructor(s) for the 2021-22 school year:

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

SUBSTITUTES

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 (pending fingerprint clearance)
Meaghan McKenna	Teaching Assistant (pending fingerprint clearance)
Philip Bean	Teacher (pending fingerprint clearance)
Bailey Marcil	Teacher
Joanna Waters	Food Service Helper (pending fingerprint clearance)
Margo Mitchell	Food Service Helper
Stewart Jerdo	Bus Driver
Luis Velazquez	Teacher Aide/Student Aide

VOLUNTEER
TURNER

Approve the following Volunteer for the 2021-22 school year:

ISC
Ian Turner

MEMORANDUM
OF AGREEMENT
CEWW BOCES &
12-MONTH
SUPPORT UNIT

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

Page 7
Board Minutes
November 10, 2021

SERVICES
AGREEMENT

Mr. Murdock moved, seconded by Ms. Wotton, that the Board approve the following Services Agreement: Services Agreement between Clinton-Essex-Warren-Washington BOCES and Effective School Solutions, LLC (ESS) for the purpose of obtaining trauma-informed professional development and support services at BOCES Special Education, Plattsburgh and Mineville Campuses. The agreement commences November 11, 2021 and continues through June 30, 2024. The Year 1 services payment to ESS for the dates of November 11, 2021 through June 30, 2022 shall be \$20,550; the Year 2 services payment to ESS for the dates of July 1, 2022 through June 30, 2023 shall be \$19,800; and the Year 3 services payment to ESS for the dates of July 1, 2023 through June 30, 2024 shall be \$19,800. During the term of the agreement, ESS will be available for additional consultation services at an hourly rate of \$150 per hour. (Special Education) All Board Members present voted yes—motion carried.

RESIGNATIONS
RICHARDS,
LEAVINE

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

1. Susan J. Richards, Business Education Teacher, Effective January 1, 2022
 2. Marta Leavine, Account Clerk/Typist, Effective November 15, 2021 to accept the position of Assistant to the Food Service Director.
- All Board Members present voted yes—motion carried.

CIVIL SERVICE
PROBATIONARY
APPOINTMENT
MURRAY

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board appoint the following person(s) to a 52-week Civil Service Probationary Appointment as follows:

1. Eric Murray, Custodial Worker, Effective November 29, 2021, Annual Base Salary of \$31,741, Prorated Salary of \$18,800.44. All Board Members present voted yes—motion carried.

CIVIL SERVICE
PROVISIONAL
APPOINTMENT
LAFRANCA,
LEAVINE

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board appoint the following person(s) to a Civil Service Provisional Appointment as follows:

1. Joseph LaFranca, Communications & Publications Manager, Effective November 29, 2021, Annual Base Salary of \$56,500, Prorated Salary of \$33,465.38.
 2. Marta Leavine, Assistant to the Food Service Director, Effective November 15, 2021, Annual Base Salary of \$38,000, Prorated Salary \$23,969.23.
- All Board Members present voted yes—motion carried.

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

Page 8
Board Minutes
November 10, 2021

EMPLOYMENT
AGREEMENT
LAFRANCA

Mr. Murdock moved, seconded by Mr. Harriman Sr., that Upon the recommendation of the District Superintendent, the Board ratify the employment agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and Joseph LaFranca, Publications & Communications Manager, effective November 29, 2021 through June 30, 2025. All Board Members present voted yes—motion carried.

PART-TIME
HOURLY
APPOINTMENTS

Mr. Murdock moved, seconded by Mr. Spilling, that the Board appoint the following person(s) to a Part-Time Hourly appointment for the 2021-22 school year:

1. Jessie Haywood, COVID-19 Testing Personnel (Clinic Aide), \$30/Hour
 2. Brooke Sorrell, COVID-19 Testing Personnel (Clinic Aide), \$30/Hour
- All Board Members present voted yes—motion carried.

SUBSTITUTE

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board approve the following Substitutes and Temporary-On-Call for the 2021-22 School Year:

<u>Name</u>	<u>Title</u>
Ralph Besaw	Bus Driver

All Board Members present voted yes—motion carried.

MEMORANDUM
OF AGREEMENT
CEWW BOCES &
12-MONTH
SUPPORT UNIT

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board approve the Memorandum of Agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the 12-Month Support Staff that acknowledges the addition of the Assistant to the Food Service Director position. All Board Members present voted yes—motion carried.

STRATEGIC PLAN
UPDATE

A District Planning Team (DPT) check-in meeting will be held on December 7th, which will help to determine next steps for the 2021-22 Strategic Plan. Divisional work is underway, and future planning will include considerations for facilitation options for the next school year.

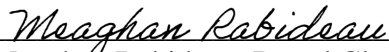
Dr. Davey acknowledged the retirement of Amy Burdo, Adult Literacy Coordinator, and thanked her for her 22-years of service at CVES.

NEXT BOARD
MEETING

The next Board meeting will be held on Wednesday, December 8, 2021, in Plattsburgh. An anticipated Executive Session will begin at 7:30 p.m., with the monthly meeting to follow.

ADJOURNMENT

Mr. Murdock moved, seconded by Mr. Harriman, Sr. to adjourn the meeting at 8:47 p.m. All Board Members present voted yes—motion carried.



Meaghan Rabideau, Board Clerk