

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

AGENDA FOR BOARD MEETING TO BE HELD REMOTELY VIA WEBEX ON JANUARY 12, 2022
PROPOSED EXECUTIVE SESSION AT 6:30 P.M. – MEETING TO FOLLOW

Public participants may use the following WebEx Address: <https://bit.ly/3ESobbc>

Or by calling 1-408-418-9388 Meeting number (access code): 2341 809 6676

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| No Action | 1. CALL TO ORDER: Board President |
| | a. The Pledge of Allegiance |
| | b. Roll Call of Board Members |
| No Action | 2. EXECUTIVE SESSION |
| No Action | 3. INTRODUCTION OF ALL PRESENT |
| No Action | 4. OPINIONS AND CONCERNS FROM THE AUDIENCE |
| No Action | 5. CAPITAL PROJECT UPDATE --Dr. Mark Davey & Mr. Eric Bell |
| No Action | 6. DISTRICT SUPERINTENDENT’S UPDATE |
| Action | 7. MINUTES OF PREVIOUS MEETING |
| | a. December 8, 2021 Meeting Minutes (Enc. 1) |
| | 8. CONSENT AGENDA FINANCIAL |
| Action | a. Certification of Warrant (Enc. 2) |
| Action | b. Treasurer’s Report (Enc. 3) |
| Action | c. Donations (Enc. 4) |
| Action | d. Cross Contract Budgets (Enc. 5) |
| Action | e. Budget Increases (Enc. 6) |
| Action | f. Special Aid Fund Projects (Enc. 7) |
| Action | g. Contract (8) |
| | 9. OLD BUSINESS - Committees |
| No Action | a. Committees |
| | --Audit Committee Meeting Highlights – October 13, 2021 (Info. Only) (Enc. 9) |
| | 10. CONSENT AGENDA PERSONNEL |
| Action | a. Amendment (Enc. 10) |
| Action | b. Resignation for the Purpose of Retirement (Enc. 11) |
| Action | c. Resignation (Enc. 12) |
| Action | d. Leaves of Absence (Enc. 13) |
| Action | e. Tenure Appointments (Enc. 14) |
| Action | f. Civil Service Probationary Appointments (Enc. 15) |
| Action | g. Position Increase (Enc. 16) |
| Action | h. Temporary Appointments (Enc. 17) |

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| Action | i. | Part-time Hourly Appointment (Enc. 18) |
| Action | j. | Substitutes (Enc. 19) |

11. BOARD OF COOPERATIVE EDUCATIONAL SERVICES

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| Action | a. | Corrective Action Plan & Audit Response Revision (Enc. 20) |
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12. NEW BUSINESS

- | | | |
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| No Action | a. | None this month |
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13. STRATEGIC PLAN UPDATE -- Dr. Mark Davey

14. OTHER

15. NEXT BOARD MEETING

Wednesday, February 9, 2022, at the Satellite Campus Conference Center in Plattsburgh & the Yandon-Dillon Center in Mineville – Proposed Executive Session at 6:30 p.m. – Meeting to follow.

16. REPORTS FROM DIRECTORS (Enc. 21)

17. 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

January 12, 2022	Board Meeting Remote Via WebEx – 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 & Yandon-Dillon Center, Mineville 5:00 p.m.
February 9, 2022	Board Meeting/Budget Presentations – Conference Center, Plattsburgh & Yandon-Dillon Center, Mineville – 6:30 p.m.
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 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 December 8, 2021 regular Board meeting. (attached)

ENC. 2

Recommend that the Board approve the Certification of Warrant for November 30, 2021 to December 31, 2021. (attached)

ENC. 3

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

ENC. 4

Recommend that the Board approve the following Donations:

1. Donation of monetary funds from Ona Belser, with a value of \$2,000. This donation will benefit Positive Behavioral Interventions and Supports (PBIS) in the Special Education Division.
2. Donation of monetary funds from Patricia Gero, with a value of \$25. This donation will benefit the Culinary Arts Management Program.

ENC. 5

Recommend that the Board approve the following Cross-Contract Budgets:

1. Virtual Summer School – Albany-Schoharie-Schenectady-Saratoga (Capital Region) BOCES budget in the amount of \$3,450 for the 2021-2022 school year to accommodate for a cross contract with Capital Region BOCES (Northeastern-Clinton, Plattsburgh City) (Co-Ser 459 – CV-TEC)
2. Distance Learning – Putnam-Northern-Westchester (PNW) BOCES budget in the amount of \$59,000 for the 2021-2022 school year to accommodate for a cross contract with PNW BOCES and Schroon Lake. (Co-Ser 460 – ISC)

ENC. 6

Recommend that the Board approve the following Budget Increases:

1. Core Rehabilitation Service (CRS) Special Aid Fund Project budget from \$603,915 to \$850,000 for the period of January 1, 2021 through December 31, 2021, due to additional funding in the amount of \$246,085. (Special Education)
2. 8:1:1 Academic/Behavior budget from \$5,312,147 to \$5,389,162 for the 2021-2022 school year to accommodate the increases in student enrollment from Boquet Valley, Peru, Ticonderoga School Districts. (CoSer 208 – Special Education)

ENC. 6 CONTINUED

3. 8:1:1 Life Skills budget from \$5,581,004 to \$5,584,404 for the 2021-2022 school year to accommodate the increases in student enrollment from Plattsburgh City, Franklin-Essex-Hamilton BOCES – Malone School Districts. (CoSer 210 – Special Education)
4. Special Education, Related Services – Washington-Saratoga-Warren-Hamilton-Essex (WSWHE) BOCES budget from \$8,484 to \$12,120, for the 2021-2022 school year, to accommodate for additional service requests with WSWHE BOCES and Schroon Lake (Co-Ser 202 – Spec.Ed)
5. Model Schools – Albany-Schoharie-Schenectady-Saratoga (Capital Region) BOCES budget from \$109,092 to \$111,500, for the 2021-2022 school year, to accommodate for a cross contract with Capital Region BOCES and Northeastern-Clinton. (Co-Ser 544 – ISC)
6. Superintendent Eval – Erie 2 BOCES budget from \$2,129 to \$2,800, for the 2021-2022 school year, to accommodate for an increased cost to the service with Erie 2 BOCES and Beekmantown. (Co-Ser 545 – ISC)
7. Recruiting – Putnam-Northern-Westchester (PNW) BOCES budget from \$14,284 to \$15,700 for the 2021-2022 school year to accommodate for a cross contract with PNW BOCES and Schroon Lake. (Co-Ser 616 – Mgmt. Serv.)
8. Voice & Electronic Communications – Albany-Schoharie-Schenectady-Saratoga (Capital Region) BOCES budget from \$102,653 to \$200,000 for the 2021-2022 school year to accommodate for cross contracts with Capital Region BOCES and Crown Point, Moriah, and Ticonderoga. (Co-Ser 623 – ISC)
9. Planning Services – Putnam-Northern-Westchester (PNW) BOCES budget from \$4,000 to \$7,000, for the 2021-2022 school year, to accommodate for a cross contract with PNW BOCES and Willsboro. (Co-Ser 653 – ISC)
10. Shared Business Office – Franklin-Essex-Hamilton (FEH) BOCES budget from \$361,853 to \$400,000, for the 2021-2022 school year, to accommodate for a cross contract with FEH BOCES and Northeastern-Clinton. (Co-Ser 657 – Mgmt. Serv.)

ENC. 7

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

1. High School Equivalency Test Administration Special Aid Fund Project, in the amount of \$7,397, for the period of January 1, 2022 through December 31, 2022. (CV-TEC)
2. Pre-ETS (Employment Transition Services) for Students with Disabilities Special Aid Fund Project, in the amount of \$300,000, for the period of January 1, 2022 through December 31, 2022. (Special Education)
3. Core Rehabilitation Services (CRS) Special Aid Fund Project, in the amount of \$317,901, for the period of January 1, 2022 through December 31, 2022. (Special Education)

ENC. 1

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

DRAFT

DATE: December 8, 2021
KIND OF MEETING: Regular Board Meeting
PLACE: Satellite Campus Conference Center, Plattsburgh, NY

Board Members Present:

Leisa Boise
Richard Harriman, Sr.
Donna LaRocque
Ed Marin
Thomas McCabe
Marque Moffett
Bruce Murdock
Lori Saunders
Michael St. Pierre
Donna Wotton

Board Members Absent:

Kathy Comins-Hunter
Patricia Gero
Richard Malaney
Florence Sears
Doug Spilling

Others Present:

Amy Campbell
Michele Friedman
Matthew Slattery
Eric Bell
Jaci Kelleher
Alex St. Pierre

District Superintendent:

Dr. Mark C. Davey

Board Clerk:

Meaghan Rabideau

MEETING
TO ORDER

Board President St. Pierre called the meeting to order at 7:58 p.m.

BOARD MEMBER
APPOINTMENT

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

EXECUTIVE
SESSION

Mr. Harriman Sr. moved, seconded by Mrs. Boise, that the Board go into Executive Session at 8:02 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 introduced Mrs. Jacqueline Kelleher, Esq. CVES' attorney from Stafford, Owens, Piller, Murnane, Kelleher & Trombley, PLLC, who provided legal advice on several matters. Dr. Davey then provided an overview of confidential topics including an update on a grievance with CVES' United Professionals Association, currently at Stage 2. Next, Dr. Davey reviewed his recommendation regarding ratification of the CSEA 10-Month Support Staff Unit contract. The details of the contract agreement proposal were reviewed, and the agreement is dated July 1, 2021 through June 30, 2025. Third, several confidential personnel updates were discussed including hiring recommendations, leaves of absences and resignations in advance of planned action during the evening's Board meeting. Fourth, a student disciplinary matter was discussed with planned next steps outlined. Lastly, a recommendation was reviewed regarding the

School Resource Officer (SRO) 2021-22 contract update with the Clinton County Sheriff's Department.

Mr. Murdock moved, seconded by Mrs. Boise, that the Board come out of Executive Session at 8:58 p.m. All Board Members present voted yes—motion carried.

AUDIT
COMMITTEE
UPDATE

Dr. Davey thanked the Board's Audit Committee members for their attendance and participation in the recent meeting. Mr. Bell then reviewed the Corrective Action Plan from the June 30, 2021, Annual Independent Audit Management Letter and CVES' response which is recommended for approval this evening. There were two minor findings, one of which that has been addressed, and the second with regard to the continued roll-out of electronic timesheets. This implementation is planned to be fully executed by the end of the current 2021-22 school year. Mr. Bell also reported that the Comptroller State Audit has been progressing and is expected to be completed by late January 2022. Lastly, the Internal Audit Exemption has expired for BOCES and CVES will need to build that additional cost into the 2022-23 budget. The next Audit Committee meeting will be held on February 9, 2022.

BUDGET
COMMITTEE
UPDATE

An update was provided to the Board based on the Budget Committee meeting from November 30, 2021. At that meeting, current reconciliations for each CVES division for the 2021-22 school year and budget forecasts for 2022-23 school year were reviewed. Mr. Bell began by providing a brief overview of divisional budgets – including CV-TEC, Special Education, Instructional Services and Management Services. Next, 2022-23 budget development factors were reviewed that will impact next year's budget development. Reserve Funds, EBLAR and the TRS Reserve were all also reviewed. It was noted that the CEWW BOCES Health Insurance Consortium/Workers Compensation meeting scheduled for late February will determine health insurance premiums for the next year and will impact the budget also. Mr. Bell shared that the Resident Waited Average Daily Attendance (RWADA) is down this year which is used in allocating the CVES Administrative budget, and effects the share of each component districts' cost/portion. Dr. Davey then reviewed trends in NYS and locally, including the arrival of stimulus monies to area districts and areas of planned advocacy for 2022-23. These areas included the planned continued full funding of foundation aid to school districts across NYS, and the requested increase of CTE Co-ser aid for staffing, established in 1993 at a \$30,000 level. There has been no change on Co-Ser reimbursement since that time. Lastly, the Board was provided an opportunity for questions. The next Budget Committee meeting will be held on January 25, 2022, at 7:00 p.m. in-person at the Satellite Campus Conference Center and simultaneously via Webex (if permitted).

CAPITAL PROJECT
UPDATE

Mr. Bell stated that CVES is now at the substantial completion phase of the \$29.85 Voter Approved Capital Project (Phase One) timeline and that the Capital Project is under budget and on-time. He reminded the Board that numerous project scope

items were removed from the budget initially, but with thoughtful planning, excellent leadership, a proactive approach in ordering materials early, and close monitoring of the budget and implementation during construction, CVES has managed to stay under budget. There are approximately six items that require completion and then a final inspection will be conducted. Work will then continue through January-February 2022 for those punch-list items, with any lingering work to be done during warmer weather to be finalized this Spring. Phase 2 Capital Project planning is underway, with an estimated budget of \$5-6 million which includes our annual CVES Capital budget expenditure over two years. This annual CVES Capital budget expenditure combines the end of a school year, and the start of the next school year and includes the remaining Capital Project budget savings. It is hoped that the construction work on this Phase 2 will begin during the Summer of 2023. CVES has begun discussion of this identified work with SchoolHouse Construction and Tetra Tech Architects to help with preliminary budgeting of the Phase 2 project.

**DISTRICT
SUPERINTENDENT
UPDATE**

Dr. Davey began his update by thanking the Culinary Arts Program Chefs and students for the delicious Board Holiday Dinner that took place earlier this evening. He noted that CVES' Holiday celebrations and themes will continue throughout the next two weeks, both on and off campus. Second, Dr. Davey provided several CVES updates including the annual Plattsburgh City Parade that CV-TEC participated in recently, where they showcased the newly donated trucks and that "CTE is Essential." Next, he thanked the North Country Workforce Partnership, Inc., in Partnership with the Universität Siegen of Germany and CV-TEC which will commence their STEM pilot project next week with a week's worth of events. CVES' CV-TEC division was chosen for this partnership as one of two schools in the United States as part of a pilot project working with students from Seigen, Germany and our local advanced manufacturing partners. Fourth, Dr. Davey shared COVID-19 updates to the Board including the CEWW Report Card Update, a snapshot of cases in districts to date, and a summary the Governor's recent Executive order. COVID-19 testing of symptomatic students is beginning at CVES and this testing will allow for students to be tested prior to being sent home with parents. Fifth, several DS meeting topics were shared including the Graduation Measures initiative and DEI updates. Dr. Davey then shared that the NECOSS conference recently held its 50th annual meeting (1971 – 2021) which provides professional development for Superintendents from CVES, FEH BOCES and our component districts. Lastly, the Board was reminded of the next meeting date of January 12, 2022, to be held at both the Satellite Campus Conference Center in Plattsburgh & the Yandon-Dillon Center in Mineville.

**CORRECTIVE
ACTION PLAN &
AUDIT RESPONSE**

Mrs. LaRocque moved, seconded by Mrs. Boise that the Board approve the Corrective Action Plan for the 2020-21 Annual Independent Audit Management Letter Comments. All Board Members present voted yes—motion carried.

**PREVIOUS
MINUTES**

Mr. Murdock moved, seconded by Mrs. LaRocque, to approve the minutes of the November 10, 2021 regular meeting as presented. All Board Members present voted yes—motion carried.

CONSENT
AGENDA
FINANCIAL

Mrs. LaRocque 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 November 2, 2021 to November 29, 2021, as presented.

TREASURER'S
REPORTS

Approve the Treasurer's Report from October 31, 2021 as presented.

DONATION

Approve the following Donation:

1. For the Student Stipend Fund:

United Way (September 2021)	85.88
United Way (October 2021)	85.88
United Way (November 2021)	<u>85.88</u>
TOTAL -	\$ 257.64

BUDGET
INCREASES

Approve the following Budget Increases:

1. School Library System Basic Operating Aid from \$94,526 to \$113,346, for the period of July 1, 2021 through June 30, 2022, due to rollover funds from 2020-2021. (Co-Ser 947 ISC)

2. School Library System Supplemental Operating Aid from \$46,160 to \$57,857, for the period of July 1, 2021 through June 30, 2022, due to rollover funds from 2020-2021. (Co-Ser 956 ISC)

3. School Library System Categorical Aid for Automation from \$9,453 to \$13,154, for the period of July 1, 2021 through June 30, 2022, due to rollover funds from 2020-2021. (Co-Ser 949 ISC)

4. The 6:1:1 Autism budget from \$2,919,268 to \$3,286,422 for the 2021-2022 school year to accommodate the increases in student enrollment from AuSable Valley, Northeastern Clinton, Franklin-Essex-Hamilton BOCES-Malone, and Washington-Saratoga-Warren-Hamilton-Essex-North Warren School Districts. (CoSer 205 – Special Education)

5. The 8:1:1 Academic/Behavior budget from \$4,664,981 to \$5,312,147 for the 2021-2022 school year to accommodate the increases in student enrollment from Beekmantown, Boquet Valley, Moriah, Northern Adirondack, Plattsburgh City, Saranac, Schroon Lake, Ticonderoga, Franklin-Essex-Hamilton BOCES-Malone, and Washington-Saratoga-Warren-Hamilton-Essex-North Warren School Districts. (CoSer 208 – Special Education)

6. The 8:1:1 Life Skills budget from \$4,842,181 to \$5,581,004 for the 2021-2022 school year to accommodate the increases in student enrollment from AuSable Valley, Chazy, Crown Point, Northeastern Clinton, Peru, Ticonderoga, Franklin-Essex-Hamilton BOCES - Malone, and Franklin-Essex-Hamilton BOCES – Salmon River School Districts. (CoSer 210 – Special Education)
7. Academic Programs Hospital Based from \$81,478 to \$86,437 for the 2021-2022 school year to accommodate the potential of increase in services from various districts. (CoSer 441 – Special Education)
8. On-Line High School budget from \$11,275 to \$13,675 for the 2021-2022 school year to accommodate increased participation from Keene Central School. (CoSer 411 – CV-TEC)
9. Library Media Services budget from \$339,899 to \$360,144 for the 2021-2022 school year due to increased participation from the following districts: Beekmantown, Northeastern Clinton, Peru, Ticonderoga and Willsboro. (CoSer 508 ISC)
10. Library Automation budget from \$100,081 to \$100,981 due for the 2021-2022 school year due to increased participation from Ticonderoga CSD. (CoSer 555 ISC)
11. Instructional Technology budget from \$500,100 to \$959,809 for the 2021-2022 school year due to increased participation from the following districts: Crown Point, Plattsburgh City, Saranac, Schroon Lake and Willsboro. (CoSer 564 ISC)
12. Community Schools Service budget from \$70,000 to \$70,500 for the 2021-2022 school year due to increased participation from the following schools: Plattsburgh City and Peru. (CoSer 565 ISC)
13. School Public Relations budget from \$123,588 to \$140,134 for the 2021-2022 school year due to increase in anticipated costs that will be covered by estimated future requests from districts. (CoSer 610 ISC)
14. Grants Management budget from \$129,843 to \$181,099 for the 2021-2022 school year due to increased participation from the following schools: Boquet Valley, Crown Point, Peru and Willsboro. (CoSer 645 ISC)

**CONTRACTOR/
CONSULTANT
AGREEMENT**

Approve the following Contractor/Consultant Agreement:
Agreement between Clinton-Essex-Warren-Washington BOCES and Learn Thru Movement, Inc./Math and Movement for the purpose of obtaining ten (10) one-hour virtual training sessions during the period of January 10, 2022 through May 16, 2022. Sessions may be canceled no later than January 7, 2022 due to low enrollment. The total amount for all services and educational materials is not anticipated to exceed \$8,600. (ISC)

AGREEMENT

Approve the following Agreement:

Agreement between Clinton-Essex-Warren-Washington BOCES (BOCES) and the Clinton County Sheriff's Office (County) under which the County will provide the services of a School Resource Officer (SRO) at BOCES from January 1, 2022 through June 30, 2022 for a total amount not anticipated to exceed \$20,000. (Administration)

PROPOSAL COST
INCREASE

Increase the proposal cost from Schoolhouse Construction Services, LLC of Delhi, New York for Construction Management Services for the CVES voter approved Capital Project in the amount of \$8,500 as an allowance for General CM Office Supplies and Resources. The original proposal cost of \$720,000 was approved at the October 10, 2019 Board Meeting. (Administration)

CONSENT
AGENDA
PERSONNEL

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

RESIGNATIONS
VALENZUELA,
MINCHOFF,
PIERCE, KEEFE

Accept the following letter(s) of Resignation:

1. Daniel Valenzuela, Principal, effective December 13, 2021
2. Stacie Minchoff, Special Education Teacher, effective December 15, 2021
3. Nicole Pierce, Registered Nurse – 40%, effective December 22, 2021
4. Amanda Keefe, Special Education Teacher, effective January 1, 2022

LEAVE OF
ABSENCES
GILL,
SANTANIELLO

Approve the following Leave(s) of Absence:

1. Surinderpal Gill, Teacher Aide/Student Aide, unpaid leave, December 1, 2021 through March 31, 2022
2. Nicole Santaniello, School Counselor, unpaid leave, December 3, 2021 through February 13, 2022

CIVIL SERVICE
PROBATIONARY
APPOINTMENTS
WHALEN,
TRUDEAU, BEAN

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

1. Amelia Whalen, Teacher Aide/Student Aide, Effective November 29, 2021, Annual Base Salary of \$17,844 (Salary may increase once contractual agreement for 2021-22 is approved), Prorated Salary of \$12,553.57.
2. Vickie Trudeau (*pending fingerprint clearance*, Teacher Aide/Student Aide, Effective December 13, 2021, Annual Base Salary of \$17,844 (Salary may increase once contractual agreement for 2021-22 is approved), Prorated Salary of \$11,656.88.
3. Philip Bean, Occupational Therapist – 70%, Effective November 22, 2021, Annual Base Salary of \$49,784, Prorated Salary of \$22,825.96.

PERMANENT
APPOINTMENT
LAGREE

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

1. Jessica Lagree, Account Clerk/Typist, effective January 19, 2022

TEMPORARY
APPOINTMENT

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

1. Heather Ford, Teaching Assistant (Uncertified), Effective November 29, 2021 – June 30, 2022, Annual Base Salary of \$25,307, Prorated Salary of \$17,967.98

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
Todd Everleth not to exceed 50 hours

FACILITATORS

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

Facilitator, \$30/hour
Penny Bowers
Melissa Seymour

SUBSTITUTES

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

<u>Name</u>	<u>Title</u>
Mario Bouchard	Teacher
Shelia Nugent	Teacher <i>(pending fingerprint clearance)</i>
Kristy Brehm	Teaching Assistant
Susan Tourville	Teaching Assistant
Sanford Coakley	Long-term Sub Principal, \$400/Day

RESCIND
APPOINTMENT
BOBBIE

Mr. Murdock moved, seconded by Mrs. Boise, that the Board rescind the following temporary appointment that was approved at the November 10, 2021 Board meeting:

1. Name: Rhonda Bobbie
Position: Teacher Aide/Student Aide
Effective Date: November 15, 2021
Tentative Permanent Date: November 15, 2022
Annual Base Salary: \$17,844 (Salary may increase once contractual agreement for 2021-22 is approved)
Prorated Salary: \$13,450.25
All Board Members present voted yes—motion carried.

RESIGNATIONS
MITCHELL,
HARLAND,
THORNE

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

1. Margo Mitchell, Temporary-on-Call Food Service Helper, effective December 3, 2021 to accept the position of Teacher Aide/Student Aide
 2. Kelsey Harland, Teacher Aide/Student Aide, effective December 13, 2021 to accept the position of Teaching Assistant
 3. Kayla Thorne, Special Education Teacher, effective January 3, 2022
- All Board Members present voted yes—motion carried.

LEAVE OF
ABSENCE COLE

Mrs. Boise moved, seconded by Mrs. LaRocque that the Board approve the following Leave(s) of Absence:

1. Amanda Cole, Teaching Assistant, unpaid leave, effective December 14, 2021 – June 30, 2022. All Board Members present voted yes—motion carried.

CIVIL SERVICE
PROBATIONARY
APPOINTMENTS
MITCHELL,
GORDON,
FORGET, RIVERA

Mrs. LaRocque moved, seconded by Mrs. Boise, that the Board appoint the following person(s) to a 52-week Civil Service Probationary Appointment as follows:

1. Margo Mitchell, Teacher Aide/Student Aide, Effective December 6, 2021, Annual Base Salary of \$17,844 (Salary may increase once contractual agreement for 2021-22 is approved), Prorated Salary of \$12,105.23.
 2. Margaret Gordon, Teacher Aide/Student Aide, Effective December 13, 2021, Annual Base Salary of \$17,844 (Salary may increase once contractual agreement for 2021-22 is approved), Prorated Salary of \$11,656.88.
 3. Autumn Forget, Teacher Aide/Student Aide, Effective December 13, 2021, Annual Base Salary of \$17,844 (Salary may increase once contractual agreement for 2021-22 is approved), Prorated Salary of \$11,656.88.
 4. Kayla Rivera, Teacher Aide/Student Aide (*pending fingerprint clearance*), Effective January 3, 2022, Annual Base Salary of \$17,844 (Salary may increase once contractual agreement for 2021-22 is approved), Prorated Salary of \$10,580.86.
- All Board Members present voted yes—motion carried.

CIVIL SERVICE
PROVISIONAL
APPOINTMENTS
KALTENBACH

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

1. Sadie Kaltenbach, School Lunch Manager, Effective December 20, 2021, Annual Base Salary of \$45,000, Prorated Salary of \$25,650.

(EFFECTIVE PERMANENT DATE TO BE DETERMINED UPON SUCCESSFUL COMPLETION OF CIVIL SERVICE EXAM) All Board Members present voted yes—motion carried.

TEMPORARY
APPOINTMENTS

Mr. Murdock moved, seconded by Mrs. LaRocque that the Board appoint the following person(s) to a Temporary Appointment for the 2021-22 school year:

1. Hannah McCauley, School Social Worker (Uncertified), Effective December 13, 2021 - June 30, 2022, Annual Base Salary of \$57,192, Prorated Salary of \$36,602.88.

2. Kelsey Harland, Teaching Assistant (Uncertified; certification pending), Effective December 13, 2021 - June 30, 2022, Annual Base Salary of \$25,307, Prorated Salary of \$16,196.52.

All Board Members present voted yes—motion carried.

PART-TIME
HOURLY
APPOINTMENTS

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

1. Stephen Bassett, Vehicle Maintenance, \$50/hour

2. Vickie McMillan, COVID-19 Testing Personnel (Clinic Aide), \$30/Hour

All Board Members present voted yes—motion carried.

EMPLOYMENT
AGREEMENT
SCHOOL LUNCH
MANAGER

Mr. Murdock moved, seconded by Mrs. LaRocque, Upon the recommendation of the District Superintendent, BE IT RESOLVED, that the Board Ratify the employment agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and Sadie Kaltenbach, School Lunch Manager, effective December 20, 2021 through June 30, 2024. All Board Members present voted yes—motion carried.

10-MONTH CSEA
(SUPPORT STAFF)
AGREEMENT

Mrs. LaRocque moved, seconded by Mrs. Boise, that Upon the recommendation of the District Superintendent, BE IT RESOLVED, that the Board Ratify the Agreement by and between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the 10-Month CSEA (Support Staff) Group, effective July 1, 2021, through June 30, 2025. All Board Members present voted yes—motion carried.

CERTIFICATION
OF LEAD
PRINCIPAL
EVALUATOR

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board approve the following Lead Evaluator Certification Resolution:

Be it resolved that Mark Brown, Principal, is hereby certified as a Qualified Lead Evaluator of classroom teachers 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.

All Board Members present voted yes—motion carried.

STRATEGIC PLAN UPDATE

Dr. Davey thanked the DPT Committee members for their involvement at the recent meeting on December 7, 2021. Areas of progress were reviewed, and the DEI initiative next steps include a consultant that will be working with CVES. A CVES rebranding subcommittee will be developed at the district level with planned activities to include updating the website, consider rebranding naming options, and signage of our buildings and campuses. Once the proposal has been created, it will be provided to the Board for review. The Strategic Plan mid-year update will be presented to the Board during the February 9th Board meeting.

NEXT BOARD MEETING

The next Board meeting will be held on Wednesday, January 12, 2022, at the Satellite Campus Conference Center in Plattsburgh and the Yandon-Dillon Center 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 9:46 p.m. All Board Members present voted yes—motion carried.

Meaghan McDevau, Board Clerk

ENC. 2

MEMO

To: Meaghan Rabideau, BOCES Board Clerk
Clinton-Essex-Warren-Washington BOCES
From: Angela Jennette, Claims Auditor
Date: January 3, 2022
Re: Report for Board Agenda for January 12, 2022, Meeting

The following warrant claims were reviewed from November 30, 2021, to, December 31, 2021:

<u>Warrant No. & Date</u>	<u>Check Information</u>	<u>Gross Total Amount</u>
-------------------------------	--------------------------	---------------------------

**

W #22- 11/30/2021	*Check Nos: 236703-236713	\$ 33,284.17
	*ACH Payments: NA	
W #23- 12/02/2021	*Check Nos: 236714-236777	\$ 969,808.70
	*ACH Payments: ACH002519-ACH002559	
W #24- 12/09/2021	*Check Nos: 236778-236822**	\$ 1,740,678.09
	*ACH Payments: ACH002560-ACH002569	
W #25- 12/16/2021	*Check Nos: 236848-237043**	\$ 815,953.70
	*ACH Payments: ACH002570-ACH003017	
W #26- 12/22/2021	*Check Nos: 237070-237113**	\$ 828,574.87
	*ACH Payments: ACH003018-ACH003040	
W#27- 12/31/2021	*Check Nos: No Checks-Only Wire	\$ 181,726.16
	*ACH Payments: No ACH Payments	

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

IRS-EFTPS: PR #11- Wire #941-113021- Warrant #23;
PR #12- Wire #941-121521- Warrant #25;
PR #13- Wire #941-122921- Warrant #27;
Health Ins. Monthly: Wire #HINS122021- Warrant #24;

NYS Promptax: PR #11- Wire #NYS-113021- Warrant #24;
PR #12- Wire #NYS-121521- Warrant #26;

NYS Quarterly Sales Tax: Wire #ST100-1121- Warrant #25 ;

Omni Financial Group: PR #11- Wire #OMN-113021- Warrant 22;
PR #12- Wire #OMN-121521- Warrant #25;
PR #13- Wire #OMN-122921- Warrant #26;

NYS Office of Comptroller ERS Retirement & Loans: PR#10&11-Wire #ERS-NOV21-Warrant#24

Health Insurance Consortium Payments:

11/30/21	\$ 676,270.47
12/6/21	\$ 360,851.14
12/13/21	\$1,892,093.89
12/20/21	\$2,330,890.65

**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>
11/22/21	Pending W#22		No findings.		Approved for final warrant.
11/30/21	Final W#22				\$33,284.17
12/01/21	Pending W#23	15790	Incorrect coding on schedule.	Coding corrected.	Approved for final warrant.
12/01/21	Pending W#23	14825	No receipt with payment.	Business office obtained procedure for gas card use from division so this doesn't happen again.	Approved for final warrant.
12/01/21	Pending W#23	9774	Services started without Purchase Order requested or issued.	Purchase Order was missed when yearly rollover occurred.	Approved for final warrant.
12/02/21	Final W#23				\$969,808.70
12/08/21	Pending W#24	499	Incorrect coding on schedule.	Coding corrected.	Approved for final warrant.
12/08/21	Pending W#24	11801	Conference Request submitted after conference occurred.	Oversight in processing conference request, however, no travel costs incurred., only event registration.	Approved for final warrant.
12/08/21	Pending W#24	9492	Service/work started on 9/30/21, Purchase Order not requested until 11/10/21 and issued 12/7/21, over 2 months later.	Emergency services for sewer issues. Purchase Order not processed until extent of services and fee estimate for emergency services was determined. Oversight in submitting Purchase Order with estimated cost once services were initiated.	
12/09/21	Final W#24				\$1,740,678.09
12/15/21	Pending W#25	16020	5 claims over 60 days for travel, multiple trips each day.	Memo provide to employee on 60-Day requirement. ASMA has approved claim and necessity for travel as submitted.	Approved for final warrant.
12/15/21	Pending W#25	15550	Equipment rental without Purchase Order.	Oversight by division. Purchasing Agent addressed issue with vendor and Director to ensure timely processing of Purchase Order and related payment in the future.	Approved for final warrant.
12/16/21	Final W#25				\$815,953.70
12/21/21	Pending W#26	2417	Conference attended without Conference Approval received.	Employee submitted form but was lost at supervisor level. Employee to be informed to check on status of approval form before attending events.	Approved for final warrant.
12/21/21	Pending W#26	3700	Tax being paid on claim.	Tax removed.	Approved for final warrant.
12/21/21	Pending W#26	15996	Service without Purchase Order requested; not requested for a month after event occurred.	ASMS and Purchasing Agent follow-up done on continued recurrence of requesting Purchase Orders after services are received. Employee has been informed of policies and procedures on several occasions.	Approved for final warrant.
12/21/21	Pending W#26	2685	Dates on invoice do not match face of Purchase Order.	Will correct dates.	Removed from final warrant.
12/22/21	Final W#26				\$828,574.87
12/21/21	Pending W#27		No findings		Approved for final warrant.
12/31/21	Final W#27				\$181,726.16

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

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

	Cash Balance October 31, 2021	Cash Receipts November	Cash Disbursements November	Cash Balance November 30, 2021	Cash Receipts Year To Date	Cash Disbursements Year To Date	Cash Balance November 30, 2021
General Fund	\$ 5,509,833.85	\$ 2,953,997.59	\$ 3,158,230.93	\$ 5,305,600.51	\$ 20,532,387.08	\$ 19,424,456.21	\$ 5,305,600.51
Special Aid Fund	\$ (732,891.54)	\$ 134,828.00	\$ 267,914.13	\$ (865,977.67)	\$ 941,734.16	\$ 1,521,405.33	\$ (865,977.67)
School Lunch Fund	\$ 71,715.15	\$ 19,229.00	\$ 19,169.10	\$ 71,775.05	\$ 126,209.14	\$ 86,674.42	\$ 71,775.05
Capital Fund	\$ 9,596,979.85	\$ 974.28	\$ 196,149.68	\$ 9,401,804.46	\$ 867,180.13	\$ 4,505,547.06	\$ 9,401,804.46
Special Revenue Fund (Excluding ExtraClassroom)	\$ 14,651.83	\$ 85.88	\$	\$ 14,737.71	\$ 1,879.40	\$ 2.50	\$ 14,737.71
<u>TD Bank - Operating</u>							
General Fund	\$ 352,530.38	\$ 3,651,490.00	\$ 3,651,795.14	\$ 352,225.24	\$ 24,683,187.25	\$ 24,564,160.80	\$ 352,225.24
<u>SAVINGS ACCOUNTS</u>							
<u>NYCLASS</u>							
Capital Fund	\$			\$		\$ 655.30	\$
Special Revenue Fund	\$ 21,716.21	\$ 0.58	\$	\$ 21,716.79	\$ 402.37	\$ 1,250.00	\$ 21,716.79
TOTAL CASH ON HAND	\$ 14,834,535.73			\$ 14,301,882.09	\$ 47,152,979.53	\$ 50,104,151.42	\$ 14,301,882.09

II. RECONCILIATION TO BANK STATEMENTS

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

	November 30, 2021 Bank Balance	Add: Deposits in Transit	Less: Outstanding Checks	November 30, 2021 Cash Balance
	\$ 417,477.46	\$	\$ (65,252.22)	\$ 352,225.24
	\$ 5,382,078.21	\$	\$	\$ 5,382,078.21
	\$ 8,545,861.85	\$	\$	\$ 8,545,861.85
	\$	\$	\$	\$
	\$ 799.98	\$	\$	\$ 799.98
	\$ 700.80	\$	\$	\$ 700.80
	\$ 12,281.47	\$	\$	\$ 12,281.47
	\$ 919.72	\$	\$	\$ 919.72
	\$ 2.10	\$	\$	\$ 2.10
	\$ 7,012.72	\$	\$	\$ 7,012.72
TOTAL CASH ON HAND				\$ 14,301,882.09

GENERAL FUND INTEREST RECEIVED 7/01/21 - 11/30/2021	\$ 3,145.38
CAPITAL FUND INTEREST RECEIVED 7/01/21 - 11/30/2021	\$ 7,233.23

PREPARED BY:

Christine Myers, District Treasurer

DATED:

12/17/21

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

FOR THE PERIOD 11/01/2021 TO 11/30/2021

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

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

COLBY SISKAVICH, EXTRACLASROOM TREASURER

1/3/22
DATE

ENC. 8

Recommend that the Board approve the following Contract:

Contract between Clinton-Essex-Warren-Washington (CEWW) BOCES and The Southern Regional Education Board/Schools that Work (SREB) to outline SREB's participation expectations and services under BOCES' partnership with SREB to work towards school reform and continuous improvement of quality instruction at CV-TEC. The agreement remains in effect for the period of December 1, 2021 through June 30, 2022. The total billable amount for SREB services is \$25,410. (CV-TEC) (attached)

ENC. 9

Committees

October 13, 2021 Audit Committee Meeting Highlights (informational) (attached)

ENC. 10

Recommend that the Board amend the Temporary Appointment that was approved at the December 8, 2021 Board meeting to the following:

1. Name: Hannah McCauley
Position: School Social Worker
Effective Date: ~~December 13, 2021– June 30, 2022~~ **January 3, 2022- June 30, 2022**
Certification Status: Uncertified
Annual Base Salary: \$57,192
Prorated Salary: ~~\$36,602.88–~~ **\$34,315.20**

ENC. 11

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

1. Joan McGowan, Special Education Teacher, effective June 25, 2022

ENC. 12

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

1. Jennifer Cote, Teacher Aide/Student Aide, effective December 23, 2021

ENC. 13

Recommend that the Board approve the following Leave(s) of Absence:

1. Ciarra Smith, Teacher Aide/Student Aide, unpaid leave of absence, January 3, 2022 through June 30, 2022, for the purpose of accepting a Temporary Teaching Assistant position.
2. Allison Bola, Teaching Assistant, unpaid leave of absence, January 3, 2022 through June 30, 2022, for the purpose of accepting a Temporary Teaching position.

ENC. 13 CONTINUED

3. Joanne Beaudry, Teaching Assistant, unpaid leave of absence, January 3, 2022 through June 30, 2022, for the purpose of accepting a Temporary Teaching position.

4. Bethany Katzfey, Teaching Assistant, unpaid leave of absence, January 3, 2022 through June 30, 2022, for the purpose of accepting a Temporary Teaching position.

ENC. 14

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

1. Eric Bell, Assistant Superintendent of Management Services, effective July 1, 2022
2. Abram Benko, English 7-12 Teacher, effective July 1, 2022
3. Sherry Snow, Student Services Coordinator, effective July 1, 2022

ENC. 15

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

1. Name: Katie Gushlaw
 Position: Registered Nurse (Schools)
 Effective Date: January 13, 2022
 Tentative Permanent Date: January 13, 2023
 Annual Base Salary: \$45,000
 Prorated Salary: \$23,175
2. Name: Jamie Cutting
 Position: Teacher Aide/Student Aide
 Effective Date: January 3, 2022
 Tentative Permanent Date: January 3, 2023
 Annual Base Salary: \$18,530
 Prorated Salary: \$ 10,987.64
3. Name: Chelsea Calley
 Position: Teacher Aide/Student Aide
 Effective Date: January 3, 2022
 Tentative Permanent Date: January 3, 2023
 Annual Base Salary: \$18,530
 Prorated Salary: \$ 10,987.64

ENC. 8

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 518 Rugar Street, Plattsburgh, New York 12901 (hereinafter "BOCES") and Southern Regional Education Board (hereinafter "SREB"), with an office and place of business at 592 Tenth St. NW, Atlanta, Georgia 30318-5790; hereinafter to be collectively referred to as "THE PARTIES."

BOCES desires to have certain services and activities described as follows: Professional Development and Coaching in Powerful Instructional Practices (hereinafter "SERVICES") as per Attachment I. SERVICES will take place at BOCES Champlain Valley Technical Center (CV-TEC) during the 2021-2022 school year. Dates may be scheduled and/or rescheduled at the mutual consent of the parties.

SREB 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:** SREB 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. SREB shall perform the SERVICES described above, all such SERVICES being the responsibility of the SREB and those in the SREB's employ.
3. SREB 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. SREB represents and warrants that neither SREB nor any of SREB's employees, agents, or assigns performing SERVICES for BOCES pursuant to this AGREEMENT has been convicted of a felony.
5. SREB 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.
6. SREB 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:** SREB agrees to provide BOCES with a Certificate of Insurance, which meets the requirements set forth in Attachment II, prior to commencement of SERVICES. SREB 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. SREB's fees include \$2,100 for one full day workshop, for a total of up to 11

workshops during the 2021-22 school year, plus an additional flat fee of \$2,310.00 for administrative costs. The total fee for SERVICES shall be \$25,410.00 with invoicing from SREB to be sent in December 2021 and June 2022. BOCES will render payment within 30 days after receipt of SREB's invoice at the conclusion of services and in consideration of receipt of services and a final product which is satisfactory to BOCES.

9. **INDEPENDENT CONTRACTOR:** SREB 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:** SREB 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 SREB with Internal Revenue Service Form 1099. SREB 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 SREB or to anyone else beyond funds appropriated and available for this AGREEMENT.
15. **TERMINATION:** This AGREEMENT will terminate upon submission by SREB of a final product satisfactory to BOCES. BOCES reserves the right to terminate this AGREEMENT upon failure of SREB to meet the terms and conditions set forth herein or upon a finding of violation of applicable laws, rules or regulations by SREB.

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

Date: _____

Date: 11-30-2021

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

SREB

By: _____
(Michael St. Pierre/Board President)

By: Dale Winkler
(Consultant/ Independent Contractor)

By: _____
(Mark Davey/District Superintendent)



PO. Box 455, Plattsburgh, NY 12901 www.cves.org

CENTRAL ADMINISTRATION

518-561-0100

District Office
Management Services
Employee Services

FAX 518-562-1471
FAX 518-561-9382
FAX 518-324-6612

CVES MISSION

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

INSURANCE AGREEMENT – PROFESSIONAL CONSULTANTS

1. Notwithstanding any terms, conditions or provisions, in any other writing between the parties, the professional safety consultant (Consultant) hereby agrees to effectuate the naming of Clinton-Essex-Warren-Washington BOCES (hereinafter CEWW BOCES) as an additional insured on the Consultant's insurance policies, with the exception of workers' compensation, NY State disability and professional liability. If the policy is written on a claims-made basis, the retroactive date must precede the date of the contract
2. The policy naming CEWW BOCES as an additional insured shall:
 - a. Be an insurance policy from an A.M. Best rated "secure" insurer, licensed in New York State. CEWW BOCES, at its sole discretion, may accept an insurer otherwise authorized to provide insurance in New York State.
 - b. State that the Consultant's coverage shall be primary and noncontributory coverage for CEWW BOCES, its Board, employees and volunteers.
3.
 - a. CEWW BOCES shall be listed as an additional insured by using endorsement CG 2026 or equivalent. The decision to accept an alternative endorsement rests solely with CEWW BOCES. The certificate must state that this endorsement is being used. If another endorsement is used, a copy shall be included with the certificate of insurance. The decision to accept an alternative endorsement rests solely with CEWW BOCES.
 - b. If so requested, the Consultant will provide copies of the required policies.
4. The Consultant agrees to indemnify CEWW BOCES for any applicable deductibles or self-insured retentions.
5. Required Insurance:
 - a. **Commercial General Liability Insurance**
\$1,000,000 per occurrence/ \$2,000,000 aggregate.
 - b. **Workers' Compensation and N.Y.S. Disability**
Statutory Workers' Compensation, Employers' Liability and N.Y.S. Disability Benefits Insurance for all employees.
 - c. **Professional Errors and Omissions Insurance**
\$2,000,000 per occurrence/ \$2,000,000 aggregate for the consulting services being performed, directly or through sub-consultants, by the Consultant performed under the contract for CEWW BOCES. If written on a "claims-made" basis, the retroactive date must pre-date the inception of the contract or agreement. Coverage shall remain in effect for two years following the completion of work.

Attachment II

6. Consultant acknowledges that failure to obtain such insurance on behalf of CEWW BOCES constitutes a material breach of contract. The Consultant is to provide CEWW BOCES with a certificate of insurance, evidencing the above requirements have been met, prior to the commencement of work or use of facilities. The failure of CEWW BOCES to object to the contents of the certificate or the absence of same shall not be deemed a waiver of any and all rights held by CEWW BOCES.
7. CEWW BOCES is a member/owner of the NY Schools Insurance Reciprocal (NYSIR). The Consultant further acknowledges that the procurement of such insurance as required herein is intended to benefit not only CEWW BOCES but also NYSIR, as CEWW BOCES's insurer.



**CONTRACT BETWEEN
 THE SOUTHERN REGIONAL EDUCATION BOARD/SCHOOLS THAT WORK
 AND Champlain Valley Education Services
 Contract Effective Dates from December 1, 2021 to June 30, 2022**

Champlain Valley Technical Center (CV-TEC), Champlain Valley Education Services (CVES), Plattsburgh, New York, proposes to use the Southern Regional Education Board (SREB)/ Schools That Work framework for school reform. SREB has committed to work with CV-TEC in its efforts towards continuous improvement of quality instruction.

SREB EXPECTATIONS FOR PARTICIPATION

Each school/district that enters into partnership with SREB for support in implementing the Schools That Work school improvement design agrees to implement key aspects of the design that gives teachers and leaders ownership of the improvement effort. These form the foundation of the work and are vital for sustainability of the effort after the contract ends.

Each school/district that enters into partnership with SREB for support in implementing the Schools That Work school improvement design agrees to meet minimum expectations for participation in the state and national Schools That Work network.

SERVICES TO BE PROVIDED BY SREB

SREB will provide professional development and coaching in our Powerful Instructional Practices to support high quality instruction in the classroom.

Budget

Description of Work	Quantity	Cost Per Item	Total Cost
SREB instructional coaching services	11	\$2,100.00	\$23,100.00
Subtotal			\$23,100.00
SREB Administrative Costs (10%)			\$2,310.00
Total			\$25,410.00

Invoices to be sent December and June

Schools will be responsible for travel costs incurred if they cancel a workshop within 14 days of the planned event.

TOTAL AMOUNT - \$25,410.00

The Board of Control for Southern Regional Education, d/b/a Southern Regional Education Board (SREB), as a not-for-profit educational compact, must comply with OMB Circular A-133. Please indicate with your remittance whether any of the funds are from Federal sources, including CFDA number. In the absence of any notification with remittance, SREB will assume that the funds are not subject to OMB Circular A-133, and that there is not "recipient" nor "sub recipient" relationship created hereunder.

Dale Winkler

Dale Winkler
SREB Vice President

11-09-2021

Date

Superintendent or Designee
Champlain Valley Education Service

Date

ENC. 9

Champlain Valley Educational Services Audit Committee - Meeting Minutes October 13, 2021 - 5:00 p.m., Instructional Services Center

Present: Richard Harriman, Sr., Audit Committee Member
Thomas McCabe, Audit Committee Member
Doug Spilling, Audit Committee Member
Dr. Mark Davey, District Superintendent
Eric Bell, Assistant Superintendent for Management Services
Christine Myers, BOCES Treasurer
Angela Jennette, CVES Claims Auditor
Jessie Moulton, CVES Deputy Claims Auditor/Payroll Auditor
Amy Pedrick, External Auditor, West & Co. CPA's
Michael Rossi, External Auditor, West & Co. CPA's

Meeting called to order approximately 5:00 p.m.

1. Approved the minutes from May 11, 2021 Audit Committee Meeting

Motion to approve (Richard Harriman 1st, Thomas McCabe 2nd). Motion carried.

2. State Audit Update

CVES's audit by the State Comptroller's office was put on hold due to construction. They are planning to return in November.

3. Claims Auditor and Payroll Auditor Annual Report

Mr. Bell reviewed claims audit and payroll audit function and requirements. He introduced Angela Jennette, CVES Claims Auditor and Jessie Moulton, CVES Deputy Claims Auditor/Payroll Auditor.

Angela Jennette, the CVES Claims Auditor, reviewed the process used and the types of things she reviews during the audit of all claims payments for the organization. Handout provided. New this year, she also reviews and tracks the ACH payment (wire transfers) process. No items of concern were noted to the committee.

Jessie Moulton, the CVES Deputy Claims Auditor/Payroll Auditor, reviewed the process used to audit a selected sample of payroll transactions for each payroll and the associated responsibilities of her position. Handout provided. No items of concern were noted to the committee.

Mrs. Myers noted that there has been some turnover in the Accounts Payable position. In response to Mr. Harriman's question of the cause of the position's turnover, Mr. Bell explained CVES' hires Account Clerk/Typists for the position and CVES' salary is much lower in comparison to Clinton County or the Town of Plattsburgh. Further review of the positions will be discussed by Dr. Davey and the full Board.

4. 2020-2021 External Audit Entrance Conference –Review of Audited Financial Statements

Ms. Pedrick and Mr. Rossi, the auditors, reviewed the Annual Independent Audit for June 30, 2021. CVES received an unqualified opinion for the year, which is the cleanest opinion to obtain, with no major findings to report. The management letter comments reported only a few very minor items.

As part of the financial statement review, the auditors identified the increasing number of inactive employees and/or their beneficiaries receiving health benefit payments as a future downfall of school districts and BOCES.

Mr. Bell applauded the great work Christine Myers and the Management Services team do in preparing for the audit.

Motion to move the audited financial statements as presented by West & Co, forward to the BOCES Board at tonight's meeting, (R. Harriman 1st, T. McCabe 2nd). Motion carried.

Dr. Davey commended the Management Services team for a job well done.

5. Annual Review of Audit Committee Charter

The committee reviewed the Audit Committee Charter and no changes were recommended.

6. Reserve Plan Review

Mr. Bell reviewed the 2021-2022 Reserve Plan Summary. He discussed areas of change and Reserve Fund funding priorities of the Employee Benefit Accrued Liability Reserve and the Retirement Contribution Reserve.

In response to Mr. McCabe's inquiry of a sense of urgency or purpose of the reserves, Mr. Rossi explained the use and necessity of these reserves to help stabilize the BOCES financially. Mr. Bell and Dr. Davey described how the reserves are budgeted for and support CVES' long term financial stability.

7. Next meeting is December 8, 2021, 5:00 p.m.

8. Motion to adjourn, (T. McCabe 1st, D. Spilling 2nd).

Meeting adjourned approximately 5:55 p.m.

ENC. 16

Recommend that the Board Increase the following position:

1. Name: Philip Bean
Position: Occupational Therapist from 70% to 80%
Effective Date: December 13, 2021
Annual Base Salary: \$49,784
Prorated Salary: \$23,697.18

ENC. 17

Recommend that the Board appoint the following person(s) to a Temporary Appointment as follows for the 2021-22 school year:

1. Name: Ciarra Smith
Position: Teaching Assistant
Effective Date: January 3, 2022 – June 30, 2022
Certification Status: Uncertified
Annual Base Salary: \$25,307
Prorated Salary: \$15,184.20
2. Name: Allison Bola
Position: Special Education Teacher
Effective Date: January 3, 2022 – June 30, 2022
Certification Status: Uncertified (TA Level 2 Certification)
Annual Base Salary: \$45,365
Prorated Salary: \$27,219
3. Name: Bethany Katzfey
Position: Special Education Teacher
Effective Date: January 3, 2022 – June 30, 2022
Certification Status: Uncertified (TA Level 2 Certification)
Annual Base Salary: \$45,365
Prorated Salary: \$27,219
4. Name: Joanne Beaudry
Position: Special Education Teacher
Effective Date: January 3, 2022 – June 30, 2022
Certification Status: uncertified (TA Level 3 Certification)
Annual Base Salary: \$45,365
Prorated Salary: \$27,219

ENC. 18

Recommend that the Board appoint the following person(s) to an hourly appointment for the 2021-22 school year: .

1. Diane Leavine, COVID-19 School Contact Tracer (Clinic Aide), \$20/Hour

ENC. 19

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>
Lillian Huchro	Teacher Aide/Student Aide
Karlea Luxon	Teacher Aide/Student Aide

ENC. 20

Recommend that the Board approve the revised Corrective Action Plan for the 2020-21 Annual Independent Audit Management Letter Comments, revision to include the newly requested dates of completion. (attached)

ENC. 20
CLINTON-ESSEX –WARREN –WASHINGTON BOCES
CORRECTIVE ACTION PLAN ASSOCIATED WITH THE
2020-2021 ANNUAL INDEPENDENT AUDIT
MANAGEMENT LETTER COMMENTS

The following illustrates management's corrective action plan for the recommendations rendered in our Management Letter from the 2020-2021 annual independent audit.

Prior-Year [2019-2020 Fiscal Year] Findings

1. Adult Education

Prior Condition: We noted that CO-SERS have changed from positive to negative and one CO-SER which had a negative balance of \$1,900 in 2019 increased to a negative balance of \$234,000 for 2020.

Status: This condition was corrected for the year ended June 30, 2021.

2. Personnel Files

Condition: During the testing of employees, we noted that the personnel files were inconsistent in the documents retained.

Status: This condition is in the process of being corrected for fiscal year 2021-2022.

Current-Year [2020-2021 Fiscal Year] Findings

3. Bidding

Condition: During our review of expenditures by vendor in the school lunch program we noted that the BOCES did not purchase from vendors in accordance with their purchasing policy.

Recommendation: We recommend that BOCES review its purchasing policy and buy only from vendors that are awarded the bid or are on state contract

Response: Purchasing agent is aware of the situation that occurred and has identified the NY State Contract for food purchases. CVES will use this contract in conjunction with the St. Lawrence-Lewis BOCES Cooperative Bid in the future thereby becoming fully compliant with the BOCES purchasing policy.

Anticipated completion date: August 31, 2021

Contact Person: Purchasing Agent

4. Timecards/Payroll

Condition: While testing payroll we noted that certain employees are still using paper timecards while others have transitioned to the electronic timecard system. We further noted that there is no person cross-trained in the payroll function.

Recommendation: We recommend that BOCES cross-train another employee for payroll and move all employees to the electronic timecard system.

Response: The conversion to the remaining employee groups to an electronic timecard system is in progress and is expected to be completed by June 30, 2022. The conversion is a detailed process requiring intensive set-up time by Management Services and IT staff. This will be phased in over the remaining months of this fiscal year for those divisions not yet utilizing this option. BOCES will evaluate and identify the payroll functions most critical for cross-training and work towards implementing the necessary protection for continuity of important tasks.

Anticipated Completion Date: June 30, 2022

Contact Person: Assistant Superintendent of Management Services

Board approved January XX, 2022.

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: January 2022
RE: January 2022 Board Report

December was a busy month for Instructional Services. Several professional development opportunities were available including the NECOSS conference in Lake Placid and the Staff and Curriculum Development Network (S/CDN) that was attended in person by Sarah Paquette and virtually by Amy Campbell. Additionally, we continue to work closely with area partners to collaboratively create programs for area students, teachers, and administrators.

PROFESSIONAL DEVELOPMENT PLANNING

As COVID continues to impact staffing and the comfort level of coming together in person, we continue to look for creative ways to bring professional learning to our region. During December, regional principal meetings were held virtually for High School principals and in a hybrid model for Elementary and Middle School principals.



Planning and promotion occurred for an upcoming Math and Movement Workshop series with national consultant, Suzy Koontz. Due to the lack of substitutes and the struggle of many of our teachers to take on "one more thing," this workshop is being held virtually over five one-hour sessions. By breaking this down into smaller pieces and meeting throughout the spring, the hope is that more teachers will be able to participate and implement the strategies in smaller pieces throughout the end of the

year. More information can be found on the Professional Learning webpage,
<https://www.cves.org/instructional-services/isc-professional-and-program-development/>

While we navigate the constraints currently placed on providing professional development, we are looking forward to a summer of robust opportunities. One of the highlights of the summer is the regional Administrators' Leadership Conference. Unfortunately, the conference was cancelled the last two summers, so we look forward to the opportunity to collaborate with our North Country BOCES (FEH, SLL, and Jefferson Lewis) to bring this event back to Lake Placid. The keynote speaker will be Peter DeWitt, who will focus on the "Importance of Knowing Your Why."



SUPPORTING OUR COMPONENT DISTRICTS

December continued to see strong support of our component districts. Our grants management team was excited to start working with another district to provide insight into the Federal COVID relief funds applications. Many of our districts have had challenges in getting those grants accepted and our team has been working dilligently to stay informed about what the expectations are of the grant and providing support to districts as they navigate the process.

CELEBRATING THE SEASON

This year as we have continued to deal with the global pandemic, focusing on the social emotional well-being of our staff has been very important. This season allowed us to do some small things to bring our staff in the South Building together. It was wonderful to blend the traditions of Management Services, the District Office, and Instructional Services to begin to create new traditions together. We also took time to give back to the community by “adopting a family” through Clinton County Social Services. The building donated toys and gift cards for eight local children.



SCHOOL LIBRARY SYSTEMS – SUPPORT FOR INTELLECTUAL FREEDOM

Across the country school libraries are seeing more and more challenges to the materials housed in their collections. On two separate occasions this month we were reminded that libraries are places of voluntary inquiry and literature in those settings should not be censored. Please see the following statement shared this month by the School Library Systems Association:



Statement on Intellectual Freedom in School Libraries

The School Library Systems Association of New York State (SLSA) endorses and affirms the New York Library Association *Position Statement on The Defense of Intellectual Freedom* and the American Library Association *Freedom to Read Statement* in response to the increase in book challenges around the state.

The NY State Board of Regents *Policy on Diversity, Equity, and Inclusion* “expects that all school districts...will develop and implement policies and practices that advance diversity, equity and inclusion...with fidelity and urgency” including through “books and instructional materials” (pp. 1-2). SLSA encourages school communities to recognize the essential role of school libraries in the comprehensive implementation of these policies.

School library collections are developed according to School Board policies by certified school librarians who use their professional expertise to research, evaluate, and select high-quality materials, often with input from students and teachers. These collections are carefully curated to both support district goals and curricula, and meet the various needs of the school community.

School libraries provide the opportunity for students to explore information safely and independently according to their First Amendment rights. The removal of library books on social, political, or moral grounds violates students’ First Amendment right to pursue “voluntary inquiry” in a school library, as determined in the Supreme Court case *Board of Education v. Pico*, 457 U.S. 853, 868-69 (1982). Therefore, materials that a school board may exclude for classroom use are still allowed a place in the school library. Any challenges to library materials must be handled through a School Board’s existing reconsideration policy and/or procedures.

SLSA recognizes that while collections are developed to meet the needs of all users, individual items within them may not be a match for every child. SLSA supports each parent’s/guardian’s right to determine what is best for their child. However, this does not give a parent/guardian the right to restrict others’ access to materials.

The School Library Systems Association of New York State supports students’ right to access information and ideas through their school library and opposes limiting intellectual freedom by restricting or removing school library materials.

American Library Association. (2006). *The Freedom to Read Statement*.

<http://www.ala.org/advocacy/intfreedom/freedomreadstatement>

Brennan, W. J. & Supreme Court Of The United States. (1981) *U.S. Reports: Board of Education v. Pico*, 457 U.S. 853. [Periodical] Retrieved from the Library of Congress,
<https://www.loc.gov/item/usrep457853>

New York Library Association. (2021). *Position Statement on The Defense of Intellectual Freedom*.
<https://www.nyla.org/nyla-position-statement-on-the-defense-of-intellectual-freedom>

University of the State of New York. (2021.) *The New York State Board of Regents Policy on Diversity, Equity, and Inclusion*. Albany, NY: New York State Education Department.
<https://www.regents.nysed.gov/common/regents/files/521bra7.pdf>

CVES MISSION

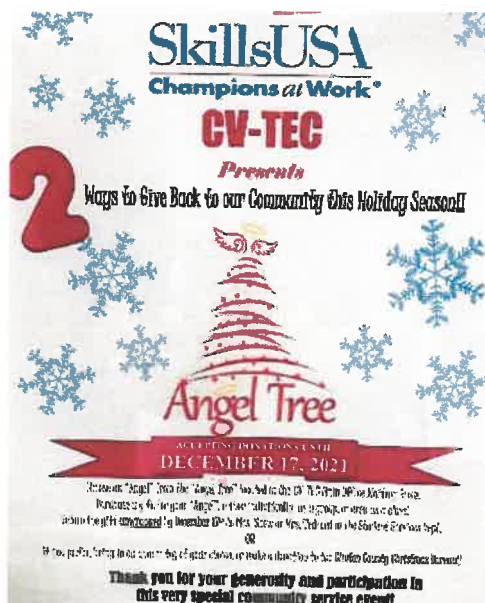
Champlain Valley Educational Services empowers students, schools and communities by providing exemplary education, training, support and shared services.

TO: Dr. Mark C Davey
FROM: Michele M. Friedman
DATE: January 3, 2022
RE: January 2022 Board Report

CV-TEC Holiday Helpers

CV-TEC continues to support efforts to assist our communities. We are proud to share several activities that our students and team members contributed to during this Holiday Season:

Donations were made to the Christmas Bureau on behalf of our CV-TEC Adopt-An-Angel Project and to the Make-A-Wish Foundation!



CV-TEC Adds a NEW Tractor Trailer to the Fleet

The CV-TEC Division is pleased to announce the arrival of our new 2022 Freightliner Extended Cab tractor & new 2022 trailer to our fleet. This upgrade of the new state-of-the-art equipment will enhance our ability to provide CDL-A licensure training to our community.



CV-TEC Welcomes the German Delegation to Discuss the Authentic STEM Project Partnership



(Pictured to the right: Sylvie Nelson, Executive Director for the North Country Workforce Partnership, and Brigitta Marx and Dr. Gero Stoffels with the Institute of Mathematics Education at the University of Siegen during their tour of the North Country 12/10-16/21)

The North Country Workforce Partnership, Inc. (NCWP) is working in partnership with the Universität of Siegen, located in Siegen, Germany, on an Authentic STEM Project to foster interest amongst high school students in STEM. The region where Siegen is located is close to Cologne and Bonn, Germany and features a similar environment to the North Country and the Adirondacks.

This pilot project is designed so that teams of students in Germany and the USA work together to solve manufacturing problems using STEM. The goal is to train the workforce of the (digital) future by combining highschool education programs in Germany and in the USA at a crossroads between vocational training, higher education, and employment. This is to be done by developing and implementing an integrated career orientation program.

The objectives of the Authentic STEM Project include the following:

- Long-term establishment of career-oriented and career-developing content aligned to the school curriculum.
- Insight into problem and process-oriented ways of the internal working of companies.
- Authentic content link between companies and potential schools for attracting apprentices.
- Better alignment of school education and vocational training / employment.
- International cooperation to create a variety of contents, give insight into transnational problems and expand the repertoire of problem-solving approaches

By meeting the objectives of the project, the Germans and US students will have an integrated career orientation program. This will enable the students to enrich their problem-solving skills while being engaged with their respective manufacturing industry while working together in weekly meetings.

Some examples of what the Germans students have worked on in past Authentic STEM Programs -without their American counterparts – includes the following:

- Creating an inexpensive replacement cover for toilets' flushing systems which, presently, is extremely expensive to modernize.

This was done through design and printing of parts of toilet flushing using 3D printing technology. Students were able to create a new flushing button for the toilets (tanks in Europe are often located in the wall). This enables customers to modernize their look without incurring costly renovation costs such as matching tile, opening walls, etc.

- Strategically thinking of a better outdoor lighting design for fire stations. The students evaluated the existing outdoor lighting system and designed a new, better one which translated in better and safer lighting system in the halls of the fire station.

The steering committee has identified a group of New Visions Applied Engineering students from the CV-TEC Mineville campus to be the “pilot” group of this Authentic STEM Program. The students will start working on a business-led problem with their German counterparts in February 2022.



(Pictured above: The German Delegation meeting with our New Visions Applied Engineering students and teacher at the CV-TEC Mineville Campus)



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: January 2022
Re: Board of Cooperative Educational Services Report

Gingerbread Houses for Sale

Students in Ms. Maura Trombley's Life Skills class visited Kavanaugh Realty this week to learn a little about the real estate business with a holiday twist. Owners Joey and Gaelan Trombley provided the students with a lesson on buying and selling houses. Then, students made their own gingerbread houses to "sell." A huge thank you to Kavanaugh Realty for providing our students with a community experience and a fun holiday treat.



Many Thanks to the Valley Vending Dart League

On Thursday, December 16th, members of the Valley Vending Dart League stopped by our Plattsburgh campus with a large donation of new toys for students for the holiday season. This generous donation was enough for each student to receive an age-appropriate gift. Many thanks to our friends at the Valley Vending Dart League for their generosity and support of our school community!



Local Artist Visits Mineville Campus

Students on our Mineville campus were treated to a visit by a professional artist on Monday, December 20. The Life Skills High School Class, with proceeds from our School Store, hired Joe Ferris to draw caricatures for our students. Students were very excited about this experience and Joe completed 28 drawings in total!



The Holiday Season is a Magical Time of Year

This Holiday Season is a magical time of year for students of all ages. Below, are pictures from the weeks leading up to the holiday break in which staff ensured it was a special time for our entire school communities on both campuses!





December 8: Early Release PD For the Division

This early release PD day focused on IEP training in preparation for Annual Review season, continuation of training for our PAES lab on Plattsburgh's main campus, training for student aides within our Autism program, and the return of Tom Bull to continue our support and focus on personal well-being.



Partners in Transition Community Pre-Vocational Program Volunteers for Make-A-Wish

We are excited to share that individuals from the Partners in Transition Community Pre-Vocational program, located on the SUNY Plattsburgh campus, spent some of their Holiday Season volunteering at the Make-A-Wish table at Champlain Center. During their time there they were able to raise \$854 for the organization while working on their social, communication, and job readiness skills!



WAF STAFF Newsletter

December 2021

IT'S THE MOST WONDERFUL TIME OF THE YEAR!!

The holiday season is on full swing and the staff at WAF are busy making the most of the weeks & days leading up to Christmas vacation!! The Wellness Committee wishes you and your family a wonderful and much deserved break!!

Speaking of family, our CVES family will be gaining its newest member soon!! Andrea Trombley is expecting a baby boy on or around Feb. 23rd, 2022!! Congratulations Andrea!!

Also deserving of a congratulations are Angelia Frenyea & Mikayla Defayette for being granted their permanent appointment!! Also too, Heather Ford. Heather is now the IT TA in Ms. Haley's Class! Thank you for all you do each day!

Happy Holidays!



December Birthday's

Tina Mitchell

Betsy Laundrie

Brigitte Phillips

Heather Hainbleton

Sanford Coakley

Happy Birthday to you

All and to anyone else

Celebrating this month!

HAPPY
BIRTHDAY

New Staff Members

Emma Newell

Occupational Therapist



Philip Bean

Occupational Therapist



Margo Gordon

1:1 Student Aide



Autumn Forget

1:1 Student Aide



*If you see these faces in the halls please smile and say hello,
A little kindness goes a long way!!*

Welcome

Holiday Questionnaire

The results are in!!

Eggnog vs. Hot Cocoa = Hot Cocoa for the win with 84% of staff!!

Colored vs. White lights = Colored with 58%!

Mistletoe? Yay or Nay? = A big ol' Nay from 76% of staff!

Opening gifts on X-mas Eve? = It was close one w/ 33% saying No!

The tree, Real vs. Fake = The fake's take it with 58%!

Snow. Love it or leave it? Love it with 58%!!

What's on top of your tree? Star vs. Angel = The stars have it w/ 66%!

Top 5 Christmas Songs

1. Oh Holy Night
2. All I want for Christmas is You
3. Silent Night
4. Little Drummer Boy
5. I want a Hippopotamus for Christmas

Top 5 Holiday Movies

1. Elf
2. The Grinch
3. A Christmas Story
4. It's a Wonderful Life
5. National Lampoon's Christmas Vacation



Just some of your all-time BEST gifts!!

Coloring Books

Mrs. Beasley Doll

Easy Bake Oven

Cabbage Patch Kid

Eval Knievel Stunt Cycle



**CEWW BOCES
SPECIAL AID FUND PROGRAMS REVIEW
STATUS EVALUATION
2021/2022**

Coser	922-2020	923-2021	927-2021	930-2021	947-2022	949-2022	950-2022	951-2021	952-2022	954-2022
Program Description	Adk Foundation - Sun Fund	Healthy Cafeteria Sustainability	Core Rehabilitation Services	Pre-ETS	SLS Operating Aid	SLS Categorical Aid for Automation	EPE	HSE Test Administration	WIOA, Title II, Adult Basic Ed	Perkins IV/CTEIA-Basic Grant
Approved Budget	\$ 8,000	\$ 50,000	\$ 603,915	\$ 300,000	\$ 113,346	\$ 13,154	\$ 421,312	\$ 9,145	\$ 60,182	\$ 128,371
Revenue Available/Earned	\$ 8,000	\$ 50,000	\$ 508,925	\$ 44,200	\$ 94,526	\$ 9,453	\$ 119,386	\$ 5,000	\$ 60,182	\$ 128,371
Revenue - Prior Year Rollover	\$ -	\$ -	\$ 234,312	\$ -	\$ 18,820	\$ 3,701	\$ -	\$ 1,748	\$ -	\$ -
Expenditures & Encumbrances to date	\$ (8,000)	\$ (50,000)	\$ (834,196)	\$ (50,206)	\$ (91,472)	\$ (7,525)	\$ (290,446)	\$ (6,375)	\$ (37,827)	\$ (120,233)
Unexpended Balance	\$ -	\$ -	\$ (89,959)	\$ (6,006)	\$ 21,874	\$ 5,629	\$ (171,060)	\$ 373	\$ 22,355	\$ 8,138
Percentage Utilized	100%	100%	138%	17%	81%	57%	68%	70%	63%	94%
Project Term	11/1/2020	11/1/2020	1/1/2021	1/1/2021	7/1/2021	7/1/2021	7/1/2021	1/1/2021	7/1/2021	7/1/2021
Ending:	10/31/2021	10/31/2021	12/31/2021	12/31/2021	6/30/2022	6/30/2022	6/30/2022	12/31/2021	6/30/2022	6/30/2022
Finance Approval Obtained:	5/12/2020	11/3/2020	1/1/2019	1/1/2020	7/20/2021	8/3/2021	9/21/2021	1/1/2019	10/5/2021	10/1/2021
Coordinator:			Robinson	Robinson	Ford-Croghan	Ford-Croghan	Iorio	Iorio	Iorio	Lafountain
Director:	Bell	Bell	Slattery	Slattery	Campbell	Campbell	Friedman	Friedman	Friedman	Friedman

Coser	956-2022	959-2021	963-2022	971-2021	987-2021	989-2022	995-2022	996-2022	997-2022
Program Description	SLS Supplemental Operating Aid	SNAP Employment & Training Venture IV	North County Region Career Pathways III	Harbor Freight	COVID 19 Response Learning	CCHD Testing Coordination	WIOA, Title II, Incarcerated	NYS Basic Literacy-JCEO	NYS Basic Literacy- One Work Source
Approved Budget	\$ 57,857	\$ 333,204	\$ 145,263	\$ 35,000	\$ 5,000	\$ 714,000	\$ 405,147	\$ 125,000	\$ 125,000
Revenue Available/Earned	\$ 46,160	\$ 106,625	\$ 35,000	\$ 35,000	\$ 4,500	\$ 714,000	\$ 405,147	\$ 125,000	\$ 125,000
Revenue - Prior Year Rollover	\$ 11,897	\$ 40,001	\$ 55,736	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures & Encumbrances to date	\$ (57,221)	\$ (138,450)	\$ (46,156)	\$ (27,483)	\$ (733)	\$ (162,619)	\$ (355,188)	\$ (116,194)	\$ (114,336)
Unexpended Balance	\$ 636	\$ 8,176	\$ 44,580	\$ 7,517	\$ 3,767	\$ 551,381	\$ 49,959	\$ 8,816	\$ 10,664
Percentage Utilized	99%	42%	32%	79%	15%	23%	88%	93%	91%
Project Term	7/1/2021	10/1/2020	4/1/2021	7/1/2021	10/16/2020	8/1/2021	7/1/2021	7/1/2021	7/1/2021
Ending:	6/30/2022	9/30/2021	3/31/2022	6/30/2022	1/30/2022	7/31/2022	6/30/2022	6/30/2022	6/30/2022
Finance Approval Obtained:	7/16/2021	1/26/2021	Contract Pending	10/14/2020	5/24/2021		10/15/2021	11/8/2021	11/17/2021
Coordinator:	Ford-Croghan	Iorio	Iorio	Friedman	Ford-Croghan		Iorio	Iorio	Iorio
Director:	Campbell	Friedman	Friedman	Friedman	Campbell	Bell	Friedman	Friedman	Friedman

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