

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

DATE: January 12, 2022
KIND OF MEETING: Regular Board Meeting
PLACE: Remote Via WebEx

Board Members Present:

Leisa Boise
Kathy Comins-Hunter
Patricia Gero
Richard Harriman, Sr.
Ed Marin
Thomas McCabe (*joined at 6:58 p.m.*)
Marque Moffett
Bruce Murdock
Florence Sears
Michael St. Pierre
Donna Wotton

Board Members Absent:

Donna LaRocque
Richard Malaney
Lori Saunders
Doug Spilling

Others Present:

Amy Campbell
Michele Friedman
Matthew Slattery
Eric Bell
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 6:40 p.m.

Note: Board Member Florence Sears was unable to use camera and therefore did not motion or vote for the duration of the meeting.

EXECUTIVE
SESSION

Mr. Murdock moved, seconded by Mrs. Boise, that the Board go into Executive Session at 6:42 p.m., for the following reasons: #2 – A matter of related to a current or future investigation, or prosecution of a criminal offense which would imperil effective law enforcement if disclosed; #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, provided several confidential personnel updates and recommendations planned for Board action in the evening's business meeting. Second, several Capital Project updates were provided including the substantial completion of the project, access to CVES property, and Phase 2 planning. Third, a labor relations update was given on several topics involving an Association matter involving a grievance underway and planning for future negotiations. Fourth, the Board was provided additional information on the 2020-21 Corrective Action Plan submitted to the Comptroller's Office and a request to reapprove the Year-End Audit Corrective Action Plan based on the Comptroller's direction. Fifth, a confidential matter involving a specific student was shared and lastly, the Board was updated on a request involving therapy animals on CVES' campuses.

Note: Board member Thomas McCabe joined the meeting at 6:58 p.m.

Mrs. Wotton moved, seconded by Mrs. Comins-Hunter, that the Board come out of Executive Session at 7:30 p.m. All Board Members present voted yes—motion carried.

**CAPITAL PROJECT
UPDATE**

Dr. Davey acknowledged that CVES has successfully reached the substantial completion date of the Capital Project, and he thanked Mr. Bell, CVES' O&M staff and the entire construction team for all their efforts. Next, Mr. Bell shared that the remaining work is wrapping up as the roofing, electrical and mechanical contractors remain on campus to diligently finish final details. Mr. Bell explained that this week's challenges included frozen pipes and clogged plumbing. CVES' O&M team have been working with contractors to fix both issues long-term and will continue to monitor closely. Capital Project Phase 2 planning was then discussed, which will include in the scope of work newly discovered items encountered during initial construction, items determined by the facilities planning committee and the buildings condition survey. Both Tetra Tech Architects & Engineers and SchoolHouse Construction have been asked to provide proposal cost estimates for Phase 2 of the Capital Project. Mr. Bell shared with the Board that CVES budgets \$470k each school year for on-going Capital Project work which will keep progress moving forward. Next steps for a Phase 2 of the Capital Project include scope and design development, Board review and approval, and a submission to SED for anticipated review by July 2022.

**DISTRICT
SUPERINTENDENT
UPDATE**

Dr. Davey began his update by referencing the weekly staff messages which have been essential to provide our CVES staff COVID updates/changes to help with their ongoing preparedness, daily implementation of protocols and working with our component districts. Several of the recent guidance changes from NYSDOH and the CDC were shared with the Board as well as the most recent CEWW Report Card Update listing case numbers. Next, Dr. Davey informed the Board that two rapid test kit shipments, sent by Governor Hochul's office, were received by CVES and then distributed to each component district. Dr. Davey commended CVES team members and superintendents for all their efforts with delivery, pick-up and distribution of these COVID tests. CVES is now offering COVID-19 Drive-up Quadrant PCR testing at the Satellite Campus. The testing is being offered to the staff and students of CVES and Clinton County's component districts in operation with the Clinton County Health Department (CCHD) through the ELC allocation monies. Dr. Davey noted that the main goal is to keep students and staff in school for in-person learning which is the most effective. Discussion was then ensued about the potential roll out of Test To Stay (TTS) in schools and that more information will be forthcoming from the local Health Departments. The Board was then provided with SED and Board of Regents updates including that the January 2022 Regents exams have been cancelled. Upcoming advocacy efforts have either been canceled (Well Day) or moved to remote options (BOCES Lobby Day). Lastly Dr. Davey thanked new Board members Kathy Comins-Hunter (NCCS), Marque Moffett (Peru) and CVES Board Vice President Ed Marin (Beekmantown) for attending a recent New Board Member Orientation. Board members were provided campus tours and the opportunity to interact with students

and staff members. Each Board member shared sentiments including the abundance of programs offered, life skills opportunities, and the nurturing environment for growth and progress for all to succeed. The next Board meeting is February 9, 2022, and is planned, at this time, to be held at the Satellite Campus Conference Center in Plattsburgh & at the Yandon-Dillon Center in Mineville.

PREVIOUS
MINUTES

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

CONSENT
AGENDA
FINANCIAL

Mrs. Boise moved, seconded by Mr. Murdock, 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 30, 2021 to December 31, 2021, as presented.

TREASURER'S
REPORTS

Approve the Treasurer's Report from November 30, 2021 as presented.

DONATIONS

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.

CROSS-
CONTRACT
BUDGETS

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)

BUDGET
INCREASES

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)
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.)

**SPECIAL AID
FUND PROJECTS**

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)

CONTRACT

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)

OLD BUSINESS

Audit Committee Meeting Minutes from the October 13, 2021 meeting were shared with the Board.

CONSENT
AGENDA
PERSONNEL

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

AMENDMENT

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

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**

RESIGNATION
FOR THE PURPOSE
OF RETIREMENT
MCGOWAN

Accept the following letter(s) of Resignation for the Purpose of Retirement:

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

RESIGNATION
COTE

Accept the following letter(s) of Resignation:

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

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LEAVES OF
ABSENCE SMITH,
BOLA, BEAUDRY,
KATZKEY

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.
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.

TENURE
APPOINTMENTS
BELL, BENKO,
SNOW

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

CIVIL SERVICE
PROBATIONARY
APPOINTMENTS
GUSHLAW,
CUTTING,
CALLEY

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

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

POSITION
INCREASE BEAN

Increase the following position:

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

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TEMPORARY
APPOINTMENT
SMITH, BOLA,
KATZFEY,
BEAUDRY

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

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

HOURLY
APPOINTMENT

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

SUBSTITUTES

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 |

Dr. Davey recognized and congratulated all of those listed on the agenda this evening for their retirement or tenure appointments, thanking each for their service and dedication to CVES.

CORRECTIVE
ACTION PLAN &
AUDIT RESPONSE
REVISION

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

RESIGNATION
DANIELS

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

1. Gladys Daniels, Food Service Helper, effective February 1, 2022
All Board Members present voted yes—motion carried.

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**CIVIL SERVICE
PROBATIONARY
APPOINTMENT
ROCK**

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

1. Jocelyn Rock, Teacher Aide/Student Aide, Effective January 10, 2022, Annual Base Salary of \$18,530, Prorated Salary of \$10,522.06. All Board Members present voted yes—motion carried.

SUBSTITUTES

Mr. Murdock moved, seconded by Mrs. Boise, 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> |
|----------------|---------------------|
| Gladys Daniels | Food Service Helper |

All Board Members present voted yes—motion carried.

**STRATEGIC PLAN
UPDATE**

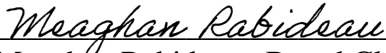
Dr. Davey informed the Board that the next District Planning Team (DPT) meeting will be held on January 31st to prepare for the upcoming mid-year update that will be presented in February. The CVES team continues working on priority areas while mitigating all COVID issues and updates. Dr. Davey looks forward to providing a more comprehensive update next month.

**NEXT BOARD
MEETING**

The next Board meeting will be held on Wednesday, February 9, 2022, at the Satellite Campus Conference Center in Plattsburgh and the Yandon-Dillon Center Mineville (dependent upon regional COVID status & continuation of the allowance for remote Board meetings). An anticipated Executive Session will begin at 6:30 p.m., with the monthly meeting to follow.

ADJOURNMENT

Mr. Murdock moved, seconded by Mrs. Boise to adjourn the meeting at 8:24 p.m. All Board Members present voted yes—motion carried.



Meaghan Rabideau, Board Clerk