

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

DATE: May 11, 2022
KIND OF MEETING: Regular Board Meeting
PLACE: Yandon-Dillon Center, Mineville & Remote Via WebEx

<u>CVES Board Members</u>		<u>Executive Officer</u>	<u>Others Present</u>	
<u>Present:</u> Leisa Boise (<i>left at 7:10 p.m.</i>) Kathy Comins-Hunter Patricia Gero Richard Harriman, Sr. Richard Malaney (<i>joined at 8:00 p.m.</i>) Ed Marin Thomas McCabe Lori Saunders Florence Sears Michael St. Pierre Donna Wotton	<u>Absent:</u> Doug Spilling Donna LaRocque William Malott Bruce Murdock	Dr. Mark C. Davey <u>District Clerk</u> Meaghan Rabideau	Amy Campbell Eric Bell Michele Friedman Matthew Slattery Alex St. Pierre Kim M. Mayer Tonya Robinson-Mayer	Angie Waldron Rhona Stoffel Brigitte Phillips Joan Hubbard Betsy Laundrie

MEETING TO ORDER Board President St. Pierre called the meeting to order at 7:06 p.m.

BOARD MEMBER APPOINTMENT Mr. Harriman Sr. moved, seconded by Mrs. Boise, that the Board appoint Mrs. Donna LaRocque, Mrs. Florence Sears and Mr. William Malott to vacant seats on the CVES Board through April 20, 2022. All three Board members will take their Oaths of Office and file with the Board Clerk. All Board Members present voted yes—motion carried.

BOARD MEMBER APPOINTMENT Mr. Harriman Sr. moved, seconded by Mrs. Boise, that the Board appoint Mrs. Kathy Comins-Hunter to an unexpired term on the CVES Board through June 30, 2022. Mrs. Comins-Hunter will take the Oath of Office and file with the Board Clerk. All Board Members present voted yes—motion carried.

EXECUTIVE SESSION Mr. Harriman Sr. moved, seconded by Mrs. Saunders, that the Board go into Executive Session at 7:09 p.m., for the following reasons: #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; #9 - A matter related to a specific student of the district. All Board Members present voted yes—motion carried.

In Executive Session (#1), the District Superintendent first provided the Board

with a brief presentation of his 2021-22 school year evaluation highlights and accomplishments. The Board provided initial feedback and asked several questions of Dr. Davey regarding the 2021-22 school year. The Board will now complete their portion of the District Superintendent's evaluation using SuperEval, the online Superintendent's evaluation instrument. Second, the Board was provided a labor relations update on a proposed Memorandum of Agreement (MOA) regarding the Bus Duty Grievance. The matter was discussed, and the District Superintendent provided a recommendation for action at the Board meeting. Additionally, several contractual and confidential employee updates were reviewed, including a recommendation for our Special Education principal hiring. Lastly, an update was provided on the status of a Title IX investigation being completed by CVES. Mrs. Sears moved, seconded by Mr. Harriman Sr., that the Board come out of Executive Session at 8:03 p.m. All Board Members present voted yes—motion carried.

Board Member Leisa Boise left the meeting at 7:10 p.m.

Board Member Richard Malaney joined the meeting at 8:00 p.m.

STRATEGIC PLAN SURVEY RESULTS

Dr. Davey thanked CVES' Strategic Planning's DPT (District Planning Team) for their collective work with this year's continuing implementation of our 2021-22 Strategic Plan, including the Annual Employee Strategic Plan survey. The survey had the highest participation this year, with 271 CVES employees completing the questionnaire. Dr. Davey then introduced CVES' Assistant Superintendent for Educational Services, Mrs. Amy Campbell, and Administrator for Instructional Services, Ms. Sarah Paquette, who then shared the PowerPoint presentation (PPT) on the 2021-22 Strategic Plan Survey results. Mrs. Campbell and Ms. Paquette highlighted this year's priorities and strategies and how they aligned with the survey questions and results. Areas of focus included (1) attracting, supporting, developing, and retaining high-quality employees, (2) ensuring that our programs and services excel by fostering creativity, innovation, and collaboration, (3) assessing and addressing the expansive social, emotional, and mental health needs of our educational community, and (4) build and embrace a culture of equity, inclusion, and acceptance. Other updates included in the survey's highlight discussion included CVES' technology, facilities, educational climate, safety, and levels of support for CVES colleagues. Survey questions were reviewed, including response trend highlights of areas with consistency, and the areas of needed growth. The survey data will be used as part of the end-of-year summary and will support next year's 2022-2023 Strategic Plan updates throughout CVES. The Board was then provided an opportunity for questions, and answers and further discussion ensued.

CAPITAL PROJECT UPDATE

Mr. Bell provided the Board with a brief overview, including the close-out of Phase 1 of the Capital Project. CVES can then give a cost increase recommendation for Phase 2 work at the June Board meeting after completing close-out items. CVES is currently working on approval from NYSED to use O&M budget funds, which will be distributed out through CoSers to use towards

certain portions of the phase 2 scope of work and future capital projects. CVES is also exploring using an Energy Performance Contract (EPC) to align with the Phase 2 proposed work.

**AUDIT
COMMITTEE
UPDATE**

Mr. Eric Bell provided the Board an update from the recent Audit Committee meeting with internal auditors from West & Company, held prior to the monthly meeting this evening. This week, the auditors have been onsite to begin pre-audit preparation for the 2021-22 school year and they will return towards the end of August to complete the audit. Mr. Bell then shared that an internal audit will need to be conducted this year due to updated language in the law that now requires BOCES to complete an audit annually. Lastly, Mr. Bell indicated that once budget reconciliations are complete, a recommendation will be made to the full CVES Board in June to increase the TRS Reserve and EBLAR Reserve annually.

**DISTRICT
SUPERINTENDENT
UPDATE**

Dr. Davey began his update with CVES highlights, including the recent Skills USA competition event, with two CV-TEC students advancing to the National Skills USA competition in Atlanta, GA in June. Also, a National Guard helicopter landed at the Plattsburgh main campus on April 29th with pilots, medical staff, and mechanics on the flight. As a result, our Allied Health, Security and Law program, Auto Tech classes, and other CV-TEC students were able to engage in authentic dialogue with these individuals. Next, Dr. Davey provided Strategic Planning updates, including DPT and Rebranding Committee work. The following upcoming CVES events were shared:

- CVES NTHS (National Technical Honor Society) Ceremonies:
-Mineville Campus – May 25, 2022-7 pm (Moriah CSD)
-Plattsburgh Campuses – May 26, 2022-6 pm (CVES Plattsburgh Conf. Center)
- Plattsburgh & Mineville Special Education Graduation Ceremony
-June 10, 2022, SUNY Giltz Auditorium 9:30 a.m.
- OneWorkSource Graduation Ceremony
-June 15, 2022, CVES Conference Center 6 pm
- CV-TEC Graduation Ceremonies –
-Plattsburgh CV-TEC Ceremony–June 21, 2022, SUNY Plattsburgh Fieldhouse 7 pm
-Mineville CV-TEC Ceremony – June 22, 2022, Moriah CSD Auditorium 7 pm

Dr. Davey then provided NYSED and Board of Regents updates, including that DS monthly meetings are now back in-person and Regents exams will be administered in-person. Areas of focus for NYSED include mental health, DEI presentations and training, graduation initiatives, and substantial equivalency. The BOCES Administrative Budget Vote & Board Member Election results held on April 28, 2022, were successful with a passing CVES budget (by the component districts) and the following Board members elected: Mr. Michael St. Pierre (Crown Point); Mrs. Kathy Comins-Hunter (NCCS); Ms. Emily Phillips (Willsboro); and Mrs. Lorene Saunders (Saranac). As of July 1, 2022, there will be one vacant Board member seat, and CVES will work with our unrepresented districts to attempt to fill this vacancy. Lastly, the Open Meetings Law Amendment was addressed with the Board, and information was provided. The next Board meeting will be on June 8, 2022, at the Plattsburgh Satellite Campus Conference Center.

PREVIOUS
MINUTES

Mrs. Saunders moved, seconded by Mr. Harriman Sr., to approve the minutes of the April 13, 2022 annual meeting as presented. All Board Members present voted yes—motion carried.

Mrs. Sears moved, seconded by Mrs. Saunders, to approve the minutes of the April 13, 2022 regular meeting as presented. All Board Members present voted yes—motion carried.

CONSENT
AGENDA
FINANCIAL

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

CERTIFICATION
OF WARRANT

Approve the Certification of Warrant for April 5, 2022 to May 2, 2022, as presented.

TREASURER'S
REPORT

Approve the Treasurer's Report from March 31, 2022 as presented.

DONATIONS

Approve the following Donations:

1. For the Student Stipend Fund:

United Way (March 2022)	85.88
United Way (April 2022)	<u>138.04</u>
TOTAL	- \$ 223.92

2. Donation of \$1,000 from Jean Drown to benefit the 2022-23 Backpack Program.

3. Donation of a gift card from Harbor Freight Tools for Schools in the amount of \$100 to benefit the students of the CV-TEC Welding classroom.

4. Donation of \$300 to the Keith Broadwell Memorial Scholarship Fund from Jean Drown – LPL Financial. Scholarship to be awarded to a CV-TEC graduating student(s).

5. Donation of \$300 to the John W. Harold Scholarship Fund from Jean Drown – LPL Financial. Scholarship to be awarded to a CV-TEC graduating student(s).

BUDGETS

Approve the following Budgets:

1. Yandon-Dillon Cafeteria Fund Regular School Year Budget in the amount of \$124,641 for the 2022 - 2023 school year. (CoSer C791 – School Lunch Fund)

2. William A. Fritz Cafeteria Fund Regular School Year Budget in the amount of \$165,825 for the 2022 - 2023 school year. (CoSer C791 – School Lunch Fund)

3. Yandon-Dillon Cafeteria Fund Extended School Year Budget in the amount of \$23,591 for the 2022 - 2023 school year. (CoSer C791 – School Lunch Fund)
4. William A. Fritz Cafeteria Fund Extended School Year Budget in the amount of \$13,814 for the 2022 - 2023 school year. (CoSer C791 – School Lunch Fund)
5. Summer School Aged Non-Specified Programs Budget in the amount of \$426,342 for the 2022-2023 school year (CoSer 940 – Special Education)
6. Summer School Aged 6:1:1 Autism Budget in the amount of \$203,984 for the 2022-2023 school year (CoSer 941 – Special Education)
7. Summer School Aged Intensive Therapeutic Support Program (ITSP) Budget in the amount of \$68,682 for the 2022-2023 school year (CoSer 943 – Special Education)
8. Summer School Aged Related Service Only Budget in the amount of \$3,301 for the 2022-2023 school year (CoSer 962 – Special Education)
9. Summer School Aged 1:1 Teacher Assistant Budget in the amount of \$35,894 for the 2022-2023 school year (CoSer 964 – Special Education)
10. Summer School Aged 1:1 Nurse Budget in the amount of \$7,554 for the 2022-2023 school year (CoSer 965 – Special Education)
11. Summer School Aged 1:1 Aide Budget in the amount of \$248,760 for the 2022-2023 school year (CoSer 966 – Special Education)

BUDGET
INCREASES

Approve the following Budget Increases:

1. Adult Education budget from \$570,750 to \$590,750 for the 2021-2022 school year to accommodate increased participation in CDL & On-line programs. (CoSer 103 – CV-TEC)
2. Instructional Planning for Assessment budget from \$115,849 to \$118,797 for the 2021-2022 school year to accommodate increased participation from Schroon Lake Central School. (CoSer 509 – ISC)

PROPOSAL

Approve the following Proposal:

1. Increase the proposal cost from Schoolhouse Construction Services, LLC of Delhi, New York for Construction Management Services to close out the “Fire Alarm Improvement Project at the Plattsburgh Main Campus and Yandon-Dillon Facility”, in the amount of \$5,032.50 for additional Construction Management costs. The original project cost of \$14,250 was approved at the May 12, 2021 meeting. (Administration)

Page 6
Board Minutes
May 11, 2022

CONSENT
AGENDA
PERSONNEL

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

RESIGNATION
FOR THE
PURPOSE OF
RETIREMENT
MAYER

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

1. Kim Mayer, Physical Education Teacher, effective June 30, 2022

RESIGNATIONS
MOORE, SISSON,
JOHNSON

Accept the following letter(s) of Resignation:

1. Jason Moore, Teacher Aide/Student Aide, effective April 30, 2022
2. Jeffrey Sisson, Health, Safety, Risk Management Specialist, effective April 30, 2022
3. Laura Johnson, Special Education Teacher, effective May 25, 2022

LEAVE OF
ABSENCE
FORD

Approve the following leave(s) of absence:

1. Heather Ford, Teaching Assistant, unpaid leave of absence, effective June 1, 2022, through June 30, 2022

FOUR-YEAR
PROBATIONARY
APPOINTMENTS
STEVENS,
GANTER

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

1. Brooke Stevens, School Social Worker, Effective April 20, 2022 *was temporary, Annual Base Salary of \$57,192
2. Jami Ganter, School Social Worker, Effective April 28, 2022 *was temporary, Annual Base Salary of \$57,192

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

CIVIL SERVICE
PROBATIONARY
APPOINTMENTS
RACETTE,
LEAVINE

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

1. Dossin Racette, Teacher Aide/Student Aide, Effective April 28, 2022, Annual Base Salary of \$18,530, Prorated Salary of \$3,910.85
2. Derek Leavine, Accountant (Schools), Effective April 20, 2022 *was provisional

Page 7
Board Minutes
May 11, 2022

**PERMANENT
APPOINTMENTS
LAPOINTE,
DEMARSE-
GIROUX,
QUANTOCK**

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

1. Tori Lapointe, Account Clerk/Typist, effective November 10, 2021
2. Vicki Demarse-Giroux, Benefits Director, effective June 25, 2022
3. Emilee Quantock, Benefits Specialist, effective June 25, 2022

**ADDITIONAL
WORK**

Approve the following additional work for the 2021-22 School Year:

Stipend Positions, compensation per collective bargaining agreement
Sherry Snow New Employee Mentor

**SPECIAL
EDUCATION
SUMMER SCHOOL
STAFFING
ADDITIONS**

Approve the following 2022-23 Special Education Summer School Staffing Additions:

Teacher Aide/Student Aide, hourly rate of pay per contract
Kelly Schwenk WAF
Randa Newell WAF

SUBSTITUTES

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

<u>Name</u>	<u>Title</u>
Rachel Tousignant	Teacher
Mila Heald	Teacher
Mila Heald	Teaching Assistant

Dr. Davey recognized and congratulated Ms. Kim Mayer on her upcoming retirement and her years of dedicated service at CVES as a Physical Education Teacher. Mr. Slattery, Director of Special Education, also congratulated Ms. Mayer and shared the many different roles and duties she performed over the years of distinguished service at CVES.

**CVES TOTAL
BUDGET**

Mr. Harriman Sr. moved, seconded by Mrs. Sears, that the Board approve the total CVES Budget for the 2022-23 school year in the amount of \$44,489,013. All Board Members present voted yes—motion carried.

**NEW POLICY –
FIRST READING**

The following New Policy was shared with the Board for a First Reading:

#XXXX Board Meetings Conducted Via Videoconference

**2022-23 CVES
BOARD MEETING
DATES**

Mr. Harriman Sr. moved, seconded by Ms. Wotton, that the Board approve the following CVES Board Meeting dates for the 2022-23 school year:

July 13, 2022 – Mineville
August 17, 2022 – Plattsburgh

Page 8
Board Minutes
May 11, 2022

September 14, 2022 – Mineville
October 12, 2022 – Plattsburgh
November 9, 2022 – Mineville
December 14, 2022 – Plattsburgh
January 11, 2023 – Mineville
February 8, 2023 – Plattsburgh
March 8, 2023 – Mineville
April 5, 2023 – Mineville
May 10, 2023 – Plattsburgh
June 14, 2023 – Plattsburgh
All Board Members present voted yes—motion carried.

REQUEST FOR
APPROVAL TO
ATTEND
CONFERENCE/
WORKSHOP

Mrs. Saunders moved, seconded by Mrs. Sears, that the Board approve the following request for approval of attendance to conference/workshop for the following Board member(s):

Leisa Boise, Richard Harriman, Sr., and Michael St. Pierre
Rural Schools Association Summer Conference
July 10-12, 2022 Cooperstown, NY (overnight accommodations needed)
All Board Members present voted yes—motion carried.

RESIGNATION
RACETTE

Mr. Harriman Sr. moved, seconded by Mrs. Saunders, that the Board accept the following letter(s) of Resignation:

1. Dossin Racette, Teacher Aide/Student Aide, effective May 3, 2022
All Board Members present voted yes—motion carried.

PROVISIONAL
APPOINTMENT
BOUYEA

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

1. Kaitlyn Bouyea, Benefits Specialist, Effective June 6, 2022, Annual Base Salary of \$40,000, Prorated Salary of \$2,923.08 (EFFECTIVE PERMANENT DATE TO BE DETERMINED UPON SUCCESSFUL COMPLETION OF CIVIL SERVICE EXAM) All Board Members present voted yes—motion carried.

AREA 6
NOMINATION

Mr. Harriman Sr. moved, seconded by Mrs. Sears, that the CVES Board of Cooperative Educational Services nominate Wayne Rogers for the Area 6 position that is vacant. All Board Members present voted yes—motion carried.

FOUR-YEAR
PROBATIONARY
APPOINTMENT
THOMPSON

Mr. Harriman Sr. moved, seconded by Ms. Wotton, that the Board appoint the following person(s) to a Four-Year Probationary Appointment as follows:

1. Diane Thompson, Principal, Effective July 1, 2022, Annual Base Salary of \$93,500. All Board Members present voted yes—motion carried

(The Expiration date for the above appointments are tentative and conditional only. Except to the

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

MEMORANDUM
OF AGREEMENT
CEWW BOCES &
CVES UNITED
PROFESSIONALS
UNIT

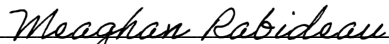
Mr. Harriman Sr. moved, seconded by Mrs. Sears, that the Board approve the Memorandum of Agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the Champlain Valley Educational Services United Professionals Unit regarding bus duty. All Board Members present voted yes—motion carried

NEXT BOARD
MEETING

The next Board meeting will be held on Wednesday, June 8, 2022, at the Satellite Campus Conference Center in Plattsburgh. An anticipated Executive Session will begin at 6:30 p.m., with the monthly meeting beginning at 7:30 p.m.

ADJOURNMENT

Mrs. Saunders moved, seconded by Mrs. Sears to adjourn the meeting at 9:24 p.m. All Board Members present voted yes—motion carried.



Meaghan Rabideau, Board Clerk