

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

**AGENDA FOR BOARD MEETING TO BE HELD AT THE YANDON-DILLON CENTER IN MINEVILLE, NY
ON JULY 13, 2022 PROPOSED EXECUTIVE SESSION AT 6:30 P.M. – MEETING TO FOLLOW**

Participants may use the following WebEx Address: <https://bit.ly/3uq5VDM>
Or by calling 1-408-418-9388 Meeting number (access code): 2338 340 3080

- No Action 1. CALL TO ORDER: DISTRICT SUPERINTENDENT
a. The Pledge of Allegiance
b. Roll Call of Board Members
- No Action 2. OATH OF OFFICE (PLEASE SIGN AND HAVE NOTARIZED)
(Kathy Comins-Hunter, Emily Phillips, Lorene Saunders & Michael St. Pierre)
- Action 3. ELECTION OF THE BOARD PRESIDENT/Oath of Office
- Action 4. ELECTION OF THE BOARD VICE PRESIDENT/Oath of Office
- Action 5. ELECTION OF THE BOARD DEPUTY VICE PRESIDENT/Oath of Office
- No Action 6. EXECUTIVE SESSION
- No Action 7. INTRODUCTION OF ALL PRESENT
- No Action 8. STRATEGIC PLAN UPDATE – REBRANDING PRESENTATION
– Dr. Mark C. Davey & Boire Benner Group
- No Action 9. PUBLIC HEARING ON CODE OF CONDUCT – Mrs. Michele Friedman
10. CONSENT AGENDA RE-ORGANIZATIONAL
- Action a. Appointment of the Clerk of the Board/Oath of Office (Enc. 1)
- Action b. Appointment of the Deputy Clerk of the Board/Oath of Office (Enc. 2)
- Action c. Appointment of the Treasurer of the Board/Oath of Office (Enc. 3)
- Action d. Appointment of the Deputy Treasurer of the Board/Oath of Office (Enc. 4)
- Action e. Appointment of Claims Auditor/Oath of Office (Enc. 5)
- Action f. Appointment of Deputy Claims Auditor/Oath of Office (Enc. 6)
- Action g. Appointment of Payroll Auditor/Oath of Office (Enc. 7)
- Action h. Appointment of Purchasing Agent (Enc. 8)
- Action i. Appointment of Central Treasurer-Extraclassroom (Enc. 9)
- Action j. Appointment of Records Access Officer (Enc. 10)
- Action k. Appointment of Records Access Appeals Officer (Enc. 11)
- Action l. Appointment of Records Management Officer (Enc. 12)
- Action m. Appointment of Asbestos Designee (Enc. 13)
- Action n. Appointment of Civil Rights Officers (Enc. 14)
- Action o. Appointment of Title IX Coordinators & Decisionmaker (Enc. 15)
- Action p. Appointment of Section 504 Officer (Enc. 16)
- Action q. Appointment of Medicaid Compliance Officer (Enc. 17)

- Action r. Appointment of Data Protection Officer (Enc. 18)
- Action s. Designating Official Bank Depositories (Enc. 19)
- Action t. Authorization of Signatures on Checks (Enc. 20)
- Action u. Authorization to Certify Payrolls (Enc. 21)
- Action v. Authorization to Approve Attendance at Conferences, Conventions & Workshops (Enc. 22)
- Action w. Authorization to Apply for Grants and Aid (Enc. 23)
- Action x. Extraclassroom Activity Fund (Enc. 24)
- Action y. Extraclassroom Faculty Auditor (Enc. 25)
- Action z. Authorization of Individuals to Collect Money (Enc. 26)
- Action aa. Dignity Act Coordinators (Enc. 27)

No Action 11. OPINIONS AND CONCERNS FROM THE AUDIENCE (Enc. 28)

No Action 12. DISTRICT SUPERINTENDENT'S UPDATE (Enc. 29)

Action 13. MINUTES OF PREVIOUS MEETING

- a. June 8, 2022 (Enc. 30)

14. CONSENT AGENDA FINANCIAL

- Action a. Certification of Warrant (Enc. 31)
- Action b. Treasurer's Report (Enc. 32)
- Action c. Donations (Enc. 33)
- Action d. Petty Cash Funds (Enc. 34)
- Action e. Change Funds (Enc. 35)
- Action g. Special Aid Fund Project (Enc. 36)
- Action h. Budget Increases (Enc. 37)
- Action i. Contractor/Consultant Agreements (Enc. 38)
- Action j. Contract Amendment (Enc. 39)
- Action k. Memorandums of Agreement (Enc. 40)
- Action l. Agreement Renewal Term (Enc. 41)
- Action m. Cooperative Purchasing Alliances (Enc. 42)
- Action n. Participation in Cooperative Purchasing Program (Enc. 43)
- Action o. Bid Award (Enc. 44)

15. OLD BUSINESS - Committees

- Action a. Budget Committee (Enc. 45)
- Action b. Audit Committee (Enc. 46)

16. CONSENT AGENDA PERSONNEL

- Action a. Rescind (Enc. 47)
- Action b. Amendment (Enc. 48)
- Action c. Resignations for the Purpose of Retirement (Enc. 49)
- Action d. Resignations (Enc. 50)
- Action e. Leaves of Absence (Enc. 51)
- Action f. Four-Year Probationary Appointment (Enc. 52)
- Action g. Civil Service Probationary Appointments (Enc. 53)

- Action h. Civil Service Provisional Appointments (Enc. 54)
- Action i. Position Increase (Enc. 55)
- Action j. Temporary Appointments (Enc. 56)
- Action k. Part-Time Hourly Appointment (Enc. 57)
- Action l. Special Education Summer School Additions (Enc. 58)
- Action m. Additional Work (Enc. 59)
- Action n. 2022 Summer Work (Enc. 60)
- Action o. Facilitators (Enc. 61)
- Action p. Substitutes (Enc. 62)
- Action q. 2022-22 Temporary-On-Call Rates (Enc. 63)

17. BOARD OF COOPERATIVE EDUCATIONAL SERVICES

- Action a. Appoint Board Reps to Serve on Clinton/Essex County School Boards (Enc. 64)
- Action b. Appoint Voting Delegate/Alternate for NYSSBA Convention (Enc. 65)
- Action c. Appoint NYSSBA Legislative Liaison (Enc. 66)
- Action d. Requests for Approval to Attend Conference/Workshop (Enc. 67)
- Action e. CVES Rebranding Logos Resolution (Enc. 68)
- Action f. Resolution to Approve Staffing Updates/Changes for Safety Plans (Enc. 69)
- Action g. Adopt Revised Policy (Enc. 70)
- No Action h. Policies to be Reviewed Annually (Enc. 71)
- No Action i. Policy Requiring Board Members Signature (Enc. 72)
- Action j. Memorandum of Agreement (Enc. 73)
- Action k. Memorandum of Agreement (Enc. 74)

18. NEW BUSINESS

No Action 19. OTHER

No Action 20. NEXT BOARD MEETING

Wednesday, August 17, 2022, at the CVES Conference Center in Plattsburgh – Proposed Executive Session at 6:30 p.m. – Meeting at 7:30 p.m.

No Action 21. REPORTS FROM DIRECTORS (Enc. 75)

Action 22. ADJOURNMENT

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 appoint Meaghan Rabideau to the position of Board Clerk, effective July 13, 2022 through the July 2023 Reorganization Meeting, per terms and conditions of Salary & Benefit Agreement.

ENC. 2

Recommend that the Board appoint Julie Jolicoeur to the position of Deputy Board Clerk, as needed, effective July 13, 2022 through the July 2023 Reorganization Meeting, with an additional compensation of \$41.54/hour for hours worked beyond the contractual workday.

ENC. 3

Recommend that the Board appoint Christine Myers to the position of Treasurer of the Board, effective July 13, 2022 through the July 2023 Reorganization Meeting, per terms and conditions of Employment Agreement.

ENC. 4

Recommend that the Board appoint Jessica LaClair to the position of Deputy Treasurer of the Board, as needed, effective July 13, 2022 through the July 2023 Reorganization Meeting, with an additional compensation of \$3,500/annual stipend.

ENC. 5

Recommend that the Board appoint Angela Jennette to the position of Claims Auditor, effective July 13, 2022 through the July 2023 Reorganization Meeting, with an additional compensation of \$36.00/hour for hours worked beyond the contractual workday.

ENC. 6

Recommend that the Board appoint Janet Miller to the position of Deputy Claims Auditor, effective July 13, 2022 through the July 2023 Reorganization Meeting, with an additional compensation of \$30.00/hour for hours worked beyond the contractual workday.

ENC. 7

Recommend that the Board appoint Jessie Moulton to the position of Payroll Auditor, effective July 13, 2022 through the July 2023 Reorganization Meeting, with an additional compensation of \$50.01/hour for hours worked beyond the contractual workday.

ENC. 8

Recommend that the Board appoint Stephanie Trombly to the position of Purchasing Agent, effective July 13, 2022 through the July 2023 Reorganization Meeting, with no additional compensation.

ENC. 9

Recommend that the Board appoint Colby Siskavich to the position of Central Treasurer-Extraclassroom Activity Fund, effective July 13, 2022 through the July 2023 Reorganization Meeting, with no additional compensation.

ENC. 10

Recommend that the Board appoint Meaghan Rabideau to the position of Records Access Officer, effective July 13, 2022 through the July 2023 Reorganization Meeting, with no additional compensation.

ENC. 11

Recommend that the Board appoint Dr. Mark Davey to the position of Records Access Appeals Officer, effective July 13, 2022 through the July 2023 Reorganization Meeting, with no additional compensation.

ENC. 12

Recommend that the Board appoint Christine Myers to the position of Records Management Officer, effective July 13, 2022 through the July 2023 Reorganization Meeting, with no additional compensation.

ENC. 13

Recommend that the Board appoint Thomas Smith as the Asbestos Designee, effective July 13, 2022 through the July 2023 Reorganization Meeting, with no additional compensation.

ENC. 14

Recommend that the Board appoint Matthew Walentuk and Dr. Grace Stay as CVES Civil Rights Compliance Officers, effective July 13, 2022 through the July 2023 Reorganization Meeting, with no additional compensation.

ENC. 15

Recommend that the Board appoint Dr. Grace Stay & Matthew Walentuk as CVES Title IX Coordinators and appoint Amy Campbell as the CVES Decisionmaker under the Title IX Policy.

ENC. 16

Recommend that the Board appoint Matthew Slattery as CVES Section 504 Compliance Officer effective July 13, 2022 through the July 2023 Reorganization Meeting, with no additional compensation.

ENC. 17

Recommend that the Board appoint Matthew Slattery as Medicaid Compliance Officer effective July 13, 2022 through the July 2023 Reorganization Meeting, with no additional compensation.

ENC. 18

Recommend that the Board appoint Alex St. Pierre, Network and Systems Coordinator, as Data Protection Officer, effective July 13, 2022 through the July 2023 Reorganization meeting, with no additional compensation.

ENC. 19

1. Recommend that the Board designate TD Bank, New York Cooperative Liquid Assets Security System (NYCLASS) and Glens Falls National as the official depositories for CVES operating accounts for the 2022-23 school year.
2. Recommend that the Board designate the following banks as official depositories for temporary investments, as authorized by Board Policy, for the 2022-23 school year: TD Bank, New York Cooperative Liquid Assets Security System (NYCLASS), Community Bank, Glens Falls National Bank & Trust Co., National Bank and Trust (NBT), KeyBank, Champlain National Bank and Adirondack Bank.

ENC. 20

Recommend that the Board authorize the Assistant Superintendent of Management Services, District Treasurer and the Deputy Treasurer to sign checks.

ENC. 21

Recommend that the Board authorize the Assistant Superintendent of Management Services as Certifier of Payroll at no additional compensation and appoint the Assistant Superintendent for Educational Services as Certifier of Payroll, as needed, effective July 13, 2022 through the July 2023 Reorganization Meeting, with no additional compensation.

ENC. 22

Recommend that the Board authorize the District Superintendent to approve attendance at conferences, conventions and workshops, including associated expenses based on CVES policy #6830.

ENC. 23

Recommend that the Board authorize the District Superintendent to apply for grants and aid.

ENC. 24

Extraclassroom Activity Fund

This is the fund which accounts for the monies raised by students through their projects. There is a need to have staff involved with the management of this fund. It is recommended that the following people be appointed to monitor this fund, effective July 13, 2022 through July 2023 Reorganization Meeting, with no additional compensation:

Chief Faculty Advisors – Adam Facticeau for the Plattsburgh Campus, Mark Brown for the Satellite Campus, and Grace Stay for the Mineville Campus.

ENC. 25

Recommend that the Board appoint Christine Myers as the Extraclassroom Faculty Auditor, effective July 13, 2022 through the July 2023 Reorganization Meeting, with no additional compensation.

ENC. 26

Recommend that the Board authorize the following individuals to collect money at all CVES locations for the 2022-23 school year:

CV-TEC – Plattsburgh & Satellite Campuses

Bevan Gertsch-Cochran – Culinary Arts Management

Tanner Senecal – Culinary Arts Management

Jennifer Parker – Environmental Conservation/Forestry

Joshua Pierce – Environmental Conservation/Forestry

Beverly Thwaites - Cosmetology

Lisa Banker – Cosmetology

Erin Meyer – Animal Science/Veterinary Assistant

Anika Craig – Animal Science/Large Animal Production

Christina LeFevre - Adult Education Tuitions and other CV-TEC programs

Janet Miller - Adult Education Tuitions and other CV-TEC programs

Kylee Gonyea - Adult Education Tuitions and other CV-TEC programs

Nicole Osika – Adult Education Tuitions and other CV-TEC programs

Kathy Mallette - Adult Education Tuitions and other CV-TEC programs

Dena Tedford – Health Career Program Activities

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

CV-TEC – Mineville

Kimberly Lincoln – Cosmetology

Marcie Frasier – Special Education and CV-TEC program activities

Special Education – Plattsburgh

Angie Lecuyer – Special Education program activities

Karen Davis - Special Education program activities

Tonya Robinson – Work Experience program activities

Special Education – Mineville

Kaitlin Diskin – Career Pathways activities

ENC. 26 CONTINUED

Instructional Services Center

Angela Jennette – Participant fees and other ISC services

April Miner – Participant fees and other ISC services

Tina Trombley – Participant fees and other ISC services

Business Office – Satellite Campus

Deanna Akin – Bank deposits and general collections

Jessica LaClair – Bank deposits and general collections

Cafeteria

Adele Huchro – Mineville Campus – Cafeteria Sales

Julie Holbrook – Mineville & Plattsburgh Campuses – Cafeteria Sales

Marta Leavine – Mineville & Plattsburgh Campuses – Cafeteria Sales

Sadie Kaltenbach – Mineville Campus (Summer Feeding Program) – Cafeteria Sales

Angela Provost – Plattsburgh Campus - Cafeteria Sales

ENC. 27

Recommend that the Board approve the following Dignity Act Coordinators for the 2022-23 school year:

Adam Facteau – Main Campus, John Harold Building

Mark Brown – Satellite Campus

Grace Stay – Mineville Campus

Diane Thompson – Main Campus, William A. Fritz Building

ENC. 28

Opinions and Concerns from the Audience

ENC. 29

District Superintendent Update

ENC. 30

Recommend that the Board approve the Draft Minutes from the June 8, 2022 Regular Board meeting. (attached)

ENC. 31

Recommend that the Board approve the Certification of Warrant for May 27, 2022 to June 28, 2022. (attached)

ENC. 32

Recommend that the Board approve the Treasurer's Report for May 31, 2022. (attached)

DRAFT

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

DATE: June 8, 2022
KIND OF MEETING: Regular Board Meeting
PLACE: Satellite Campus Conference Center, Plattsburgh & Remote Via WebEx

<u>CVES Board Members</u>		<u>Executive Officer</u>	<u>Others Present</u>
<u>Present:</u>	<u>Absent:</u>	Dr. Mark C. Davey	Amy Campbell
Leisa Boise	Kathy Comins-Hunter		Eric Bell
Richard Harriman, Sr.	Patricia Gero	<u>District Clerk</u>	Michele Friedman
Richard Malaney	Donna LaRocque	Meaghan Rabideau	Matthew Slattery
William Malott	Florence Sears		Alex St. Pierre
Ed Marin	Doug Spilling		Kim M. Mayer
Thomas McCabe			Tonya Robinson-Mayer
Bruce Murdock			Shelbie Rice (<i>remote</i>)
Lori Saunders			Amara Corrigan
Michael St. Pierre			Nicole Santaniello
Donna Wotton			Michelle Corrigan
			Jackie Dashnaw
			Maria Spadafora
			Betsy Landrie
			Jennifer Haley
			Bridgette Phillips

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

BOARD RECOGNITION Dr. Davey recognized Board members Mr. Richard Malaney and Mr. Douglas Spilling, whose terms will be complete on June 30, 2022. Mr. Malaney has represented the Putnam Central School District on the CVES Board for 26 years. Mr. Spilling has represented the Boquet Valley Central School District for three years since July 2019. On behalf of the entire CVES Board and CVES staff, students, and component districts, Dr. Davey thanked both Board members for their dedicated service and for volunteering their time to serve students and the community. Board President St. Pierre also thanked the Board members and shared appreciation for their commitment and work on the CVES Board. Mr. Malaney also shared a few words on how he became a CVES Board member and his family history of deeding land to the Putnam School District in 1928.

SKILLSUSA PRESENTATION Mrs. Michele Friedman introduced the two first-place winners of the SkillsUSA New York State competition, along with their advisors, Ms. Jackie Dashnaw, Ms. Nicole Santaniello, and Ms. Maria Spadafora. Ms. Amara Corrigan, a Peru CSD student, enrolled as a first-year student in the Early Childhood Education Program, competed in the Job Demonstration A competition with a focus on infant CPR. Ms. Shelbie Rice, a student from Schroon Lake CSD, enrolled in the Allied Health Program and competed in the Nurse Assisting competition. Both students shared their stories about choosing their programs and their experience at the NYS SkillsUSA Competition in Syracuse. Both Ms. Rice and Ms. Corrigan will go on to compete at the National Skills USA Competition in Atlanta, GA, from June 20 – 24th. Thirty-eight CV-TEC students participated at the State level representing CVES and the North Country, nine of whom were awarded medals. Dr. Davey congratulated both students, thanking them for attending the Board meeting and wishing them good luck in their national SkillsUSA competition.

EXECUTIVE
SESSION

Mr. Murdock moved, seconded by Mrs. Boise, that the Board go into Executive Session at 7:08 p.m., for the following reasons: #1 - A matter which will imperil the public safety 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, the Board met to review the District Superintendent's 2021-22 annual evaluation and then met with Dr. Davey to provide an update of their discussion with recommendations. Second, Dr. Davey discussed recommended confidential personnel actions planned for Board action in the business meeting, including various staff recommendations. Third, several labor relations updates were provided regarding negotiation updates, including recommendations for the Salary and Benefits Package with the CVES Confidential Group, individual contracts, and several Memorandums of Agreement (MOAs). Fourth, Dr. Davey and Mr. Bell provided Capital Project updates, including related contractual matters and planned Phase 2 work. Fifth, an update was given to the Board regarding several confidential staff and student matters, including an internal investigation that has been concluded, and a matter related to student disciplinary action. Mrs. Boise moved, seconded by Mr. Murdock, that the Board come out of Executive Session at 8:53 p.m. All Board Members present voted yes—motion carried.

OPINIONS AND
CONCERNS

Ms. Kim Mayer, a teacher in the Special Education Division, addressed the Board with reasons for the recent increase in staff attendance at Board meetings. She expressed concerns over recent staff turnover and provided several suggestions to support improvement within CVES.

PUBLIC HEARING
ON BOARD VIDEO-
CONFERENCE
POLICY

Dr. Davey opened the Public Hearing for the Board Videoconferencing Policy at 8:59 p.m. Dr. Davey reviewed the presentation, which will also be available on the CVES website and shared with our CSOs and component districts. He highlighted the recent updates to the Open Meetings Law for videoconferencing. These updates included that a quorum of the Board must be physically present at the advertised location(s) where the public is invited to attend. It was clarified that Board members must be physically present at the public meeting unless they experience an "extraordinary circumstance" that prevents them from participating at the physical location. The Board must pass a Board policy to approve the updated virtual meeting participation and pass a resolution authorizing extraordinary circumstance participation. Additionally, under the updated law, meeting recordings must be available on District/BOCES website within five days and be available for five years. There were no concerns from the public. The Public Hearing ended at 9:10 p.m., and the regular meeting resumed immediately following.

STRATEGIC PLAN
END-OF-YEAR
UPDATE

Dr. Davey began the 2021-22 end-of-year Strategic Plan presentation by acknowledging the school year's theme Discover, Connect, and Rise. He then thanked the entire District Planning Team (DPT), including Board members Mr. Richard Harriman, Sr., and Mrs. Lori Saunders, for their involvement in representing the CVES Board and the divisional teams for their extraordinary efforts. Next, Dr. Davey highlighted the year's priorities and strategies, the challenges faced throughout the year of the continued COVID-19 Pandemic, and the many successes across the CVES divisions. Next, Mrs. Amy Campbell, Mr. Eric Bell, Mrs. Michele Friedman, and Mr. Matthew Slattery gave to the Board their 2021-22 divisional updates with highlights and achievements. Lastly, Dr. Davey ended the presentation with the DPT timeline for the 2022-23 school year and that CVES will be utilizing a new Strategic Plan Facilitator. The Board was then offered time for questions and answers.

CAPITAL PROJECT
UPDATE

Mr. Bell provided the Board with a brief PowerPoint presentation beginning with the Phase 2 Capital Project budget source of funds breakdown. Next, Mr. Bell reviewed the Phase 2 scope preliminary estimates, including whole building generators at the main and Mineville campuses; exterior window and entrance/exit storefront doors replacement at the main campus; central cooling for parts of the main and Mineville campuses; and the removal of the hangar door at the Satellite Campus South building. Total Phase 2 scope items are estimated at \$5.2 million. Operations & Maintenance projects and the preliminary Energy Performance Contract (EPC) audit findings were then reviewed. Lastly, the following steps include a proposed increase to the Capital Project budget to the CVES Board, the completion of Phase 2 scope item design based on the updated budget, and submission to SED for approval, with a target of construction in the Summer of 2023. The funding of the EPC will be reviewed with the component district's CSOs by Dr. Davey and Mr. Bell at the June Chief School Officers meeting, as well as an RFP process to solicit bids.

DISTRICT
SUPERINTENDENT
UPDATE

Dr. Davey began his update with a moment of silence in honor of the victims of recent mass shootings in schools and communities across the nation. Dr. Davey then provided CVES highlights, including congratulations to student Ms. Jazlyn Brooks who won the 45th Mayor's Cup T-Shirt design competition. Other highlights included the 2022 ACTEA CTE recipient of special recognition awarded to Mr. Tom Tedford, CV-TEC's Auto Body Teacher, and congratulations to the students of the Authentic STEM Initiative. Next, Dr. Davey shared that CVES received their 16th shipment of COVID tests, Strategic Planning updates for the rebranding initiative, and the upcoming DS Listening Tour. Dr. Davey then reviewed DS & SED updates with congratulations to Dr. Roger Catania as a new Board of Regents member representing the North Country. Mrs. Leisa Boise, CVES Board Member, will be recommended to be the Zone 2 RSA Board of Directors representative from our CVES BOCES region for a three-year term (2022-2025). Finally, the following upcoming CVES events were shared:

- North Country Loggers Ceremony – CV-TEC Culinary Lab, Plattsburgh Main Campus, Thursday, June 9, 2022 – 6 pm.
- 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

The next Board meeting will be on July 13, 2022, at the Yandon-Dillon Center in Mineville.

PREVIOUS
MINUTES

Mr. Murdock moved, seconded by Mrs. Boise, to approve the minutes of the May 11, 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 May 3, 2022 to May 26, 2022, as presented.

TREASURER’S
REPORT

Approve the Treasurer’s Report from April 30, 2022 as presented.

SPECIAL AID
PROJECT
CONTINUATIONS

Approve the following Special Aid Project Continuations:

1. Strengthening Career and Technical Education for the 21st Century Act (PERKINS V) Special Aid Fund be allowed to continue providing services for the period July 1 – September 29, 2022. Expenditures are not allowed to exceed \$23,762 (attached) (CV-TEC)
2. Employment Preparation Education Program (EPE) special aid fund be allowed to continue providing services for the period July 1 – September 29, 2022. Expenditures are not allowed to exceed \$56,345. (CV-TEC)
3. Workforce Innovation and Opportunity Act (WIOA), Title II & Welfare Education Program Adult Basic Education & Literacy Services (ABE) special aid fund be allowed to continue providing services for the period July 1 – September 29, 2022. Expenditures are not allowed to exceed \$12,316. (CV-TEC)
4. Workforce Innovation and Opportunity Act (WIOA), Title II & Welfare Education Program – Corrections special aid fund be allowed to continue providing services for the period July 1 – September 29, 2022. Expenditures are not to exceed \$49,083. (CV-TEC)

5. Workforce Innovation and Opportunity Act (WIOA), Title II & Welfare Education Program – Literacy Zone (Elizabethtown) special aid fund be allowed to continue providing services for the period July 1 – September 29, 2022. Expenditures are not to exceed \$36,504. (CV-TEC)

6. Workforce Innovation and Opportunity Act (WIOA), Title II & Welfare Education Program – Literacy Zone (Plattsburgh) special aid fund be allowed to continue providing services for the period July 1 – September 29, 2022. Expenditures are not to exceed \$34,371. (CV-TEC)

7. School Library System Basic Operating Aid (F947) special aid fund be allowed to continue providing services for the period July 1 – September 30, 2022. Expenditures are not allowed to exceed \$19,913. (ISC)

8. School Library System Categorical Aid for Automation (F949) special aid fund be allowed to continue providing services for the period July 1 – September 30, 2022. Expenditures are not allowed to exceed \$1,392. (ISC)

9. School Library System Supplemental Operating Aid (F956) special aid fund be allowed to continue providing services for the period July 1 – September 30, 2022. Expenditures are not allowed to exceed \$15,011. (ISC)

SPECIAL AID
PROJECT

Approve the following Special Aid Project:

1. Workforce Innovation and Opportunity Act (WIOA), Title II, Incarcerated and Institutionalized Education (Essex County) special aid fund project in the amount of \$203,000, for the period of July 1, 2022 through June 30, 2023 (pending State Education Department approval). (CV-TEC)

CROSS-
CONTRACT
BUDGETS

Approve the following Cross-Contract Budgets:

1. Odyssey of the Mind – Washington-Saratoga-Warren-Hamilton-Essex BOCES budget in the amount of \$1,065 for the 2021-2022 school year to accommodate for a cross contract with WSWHE BOCES and Schroon Lake. (Co-Ser 420 – ISC)

2. DEI/CRSE Resources – Franklin-Essex-Hamilton BOCES budget in the amount of \$7,950 for the 2021-2022 school year to accommodate for cross contracts with FEH BOCES (Beekmantown, Crown Point, Keene, Plattsburgh) (Co-Ser 566 – ISC)

CROSS-
CONTRACT
BUDGET
INCREASES

Approve the following Cross-Contract Budget Increases:

1. Special Education, Related Services – Washington-Saratoga-Warren-Hamilton-Essex BOCES budget from \$12,120 to \$12,570, for the 2021-2022 school year, to accommodate for additional service requests with WSWHE BOCES and Schroon Lake (Co-Ser 202 – Spec.Ed)

2. Model Schools – Washington-Saratoga-Warren-Hamilton-Essex BOCES budget from \$9,058 to \$18,116, for the 2021-2022 school year, to accommodate for cross contracts with WSWHE BOCES (Plattsburgh and Schroon Lake). (Co-Ser 501 – ISC)

3. Model Schools – Capital Region BOCES budget from \$111,500 to \$220,850, for the 2021-2022 school year, to accommodate for a cross contract with Capital Region BOCES (AuSable Valley and for potential year-end bill as used services). (Co-Ser 544 – ISC)

4. Voice & Electronic Communications – Capital Region BOCES budget from \$200,000 to \$201,500 for the 2021-2022 school year to accommodate for cross contracts with Capital Region BOCES (Boquet Valley and Crown Point). (Co-Ser 623 – ISC)

**BUDGET
INCREASES**

Approve the following Budget Increases:

1. Supplemental Nutrition Assistance Program (SNAP) Employment & Training Venture V special aid fund project, from \$400,000 to \$407,938.58, for the period of December 1, 2021 through November 30, 2022. This is due to rollover of the 2020-2021 project funds. (CV-TEC)

2. Career and Technical Education – Job Target/Pre-CTE Program budget from \$819,621 to \$837,906 due to increased participation in Job Target/Pre-CTE classes for the 2021-2022 school year. (CoSer 115/116 – CV-TEC)

3. Adult Education budget from \$590,750 to \$600,750 for the 2021-2022 school year to accommodate increased participation in CDL programs. (CoSer 103 – CV-TEC)

**CONTRACTOR/
CONSULTANT
AGREEMENTS**

Approve the following Contractor/Consultant Agreements:

1. Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (the BOCES) and Commercial Sales for the purpose of obtaining comprehensive services from Commercial Sales for the receipt, inventory, warehousing, assembly, delivery, and set-up of a Virco Furniture Project at the Special Education Division in Plattsburgh. Services are anticipated to take place during the period of June 1, 2022 through September 30, 2022. The total amount for all project services is \$14,900. (Special Education)

2. Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (the BOCES) and Kelly McGinn for the purpose of obtaining Medicaid Speech oversight services including quarterly provider meetings, student observations, phone conferences, and Medicaid document review at a rate of \$110 per hour for the 2022-2023 school year. The current estimated annual expenditure for the agreement is \$30,800. (Special Education)

3. Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (the BOCES) and Behavioral Health Services North, Inc. (BHSN) for the purpose of obtaining management services with regards to Special Education's Adventure Based Counseling, Youth Development and Family Enrichment Program (ABC), and the Intensive Therapeutic Support Program (6:1:1) at a "not to exceed" rate of \$150 per hour for the 2022-2023 school year. The current estimated annual expenditure for the agreement is \$18,000. (Special Education)
4. Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (the BOCES) and Dr. David Hedden for the purpose of obtaining professional psychiatric and consultation services in connection with the Special Education Day Treatment Program at a rate of \$200 per hour for the 2022-2023 school year. The current estimated annual expenditure for the agreement is \$17,000. (Special Education)
5. Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (the BOCES) and Adirondack Helping Hands for the purpose of obtaining therapist services for students in the CVES Special Education Program for the period of July 5, 2022 through August 13, 2022 at a rate of \$82 per hour. The estimated expenditure for the period will be \$6,150. (Special Education)
6. Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (the BOCES) and Hogan, Sarzynski, Lynch, DeWind & Gregory, LLP for Legal Services as needed, at a rate of \$215 per hour for partners services and \$185 per hour for associates' services for the period July 1, 2022 through June 30, 2023. (Administration)
7. Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (the BOCES) and Harris Beach, PLLC for Legal Services as needed, at a rate of \$215 per hour for attorney services and \$100 per hour for law clerk, paralegal, and legal research services for the period July 1, 2022 through June 30, 2023. (Administration)
8. Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (the BOCES) and Stafford, Owens, Murnane, Kelleher, Miller, Meyer & Zedick, PLLC for Legal Services as needed, at a rate of \$215 per hour for school attorney services and \$90 per hour for paralegal services for the period July 1, 2022 through June 30, 2023. (Administration)
9. Agreement between Clinton-Essex-Warren-Washington BOCES and Bartlett, Pontiff, Stewart & Rhodes, P.C. for Legal Services as needed, at a rate of \$250 per hour for attorney services and \$150 per hour for paralegal services for the period of July 1, 2022 through June 30, 2023. (Administration)

AGREEMENTS

Approve the following Agreements:

1. Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (the BOCES) and Cornell University for the purpose of obtaining the following training sessions: "Therapeutic Crisis Intervention Training of Trainers for Schools Update: LSI" for the date of August 2, 2022 and a "Crisis Intervention for Schools (TCIS) Update: 2-Day Post Crisis Response" for the dates of August 3 and August 4, 2022. The total amount for all services is \$17,500. (ISC)
2. Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (the 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 July 1, 2022 through June 30, 2023 for a total amount not anticipated to exceed \$46,000. (Administration)

INSTALLMENT
PURCHASE
CONTRACT

Approve the following resolution authorizing an Installment Purchase Contract:

WHEREAS, Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (the BOCES) desires to undertake the Purchase of equipment, machinery or apparatus for use by the BOCES Instructional Services Center Printshop.

WHEREAS, the cost of the installment purchase contract for the Purchase is not to exceed the principal amount of \$116,796, all or a portion of which is to be financed at an interest rate of 0% for a period of no more than five years.

WHEREAS, the BOCES desires to finance the Purchase by executing and delivering an installment purchase contract for said equipment, machinery or apparatus; and

WHEREAS, the BOCES desires to take certain preliminary actions to provide such financing and further desires to delegate the authority to negotiate, approve, execute and deliver an installment purchase contract and to carry out all other necessary or appropriate actions in furtherance thereof and of the Purchase;

NOW THEREFORE, BE IT RESOLVED, as follows:

Section 1. The BOCES hereby approves the Purchase and authorizes that it be undertaken at a principal cost not to exceed the amount set forth above.

Section 2. Pursuant to section 109-b of the General Municipal Law and part 39 of the regulations of New York State Department of Audit and Control, the BOCES hereby determines that it is in the best interests of the BOCES to procure the property involved in the Purchase from a vendor or vendors by selecting a bid, offer or proposal (as may be required by the general municipal and education laws and by the procurement policy) exclusive of the cost of financing. The BOCES directs that financing be obtained pursuant to section 39.8 of the aforesaid regulations, and further directs that certificates of participation shall not be issued in connection therewith except as a part of a pooled or aggregate program as defined in such regulations, or as may otherwise be permitted by applicable law.

Section 3. The BOCES has evaluated the financing alternatives available to

it and hereby determines that it is in the best interest of the BOCES to finance the Purchase pursuant to an installment purchase contract for the following reasons: Financing the Purchase provides the advantages of improved cash flow and provides a closer matching of expenditures to the useful life of the Purchase, the BOCES may not finance the Purchase under the local finance law but may do so by an installment purchase contract. The use of an installment purchase contract provides the BOCES with a means to directly finance the Purchase.

The use of an installment purchase contract provides the BOCES with flexibility in structuring the payment for the Purchase, including, but not limited to, the timing of the closing of financing and the establishment of principal repayment schedules.

Section 4. The authority to solicit alternative quotations for financing from qualified interested parties and to select the quotation deemed to be in the best interest of the BOCES is hereby delegated to the President of BOCES, the chief fiscal officer, in accordance with section 39.8 of the regulations of the NY Department of Audit & Control, including without limitation the authority to determine the principal amount thereof (not to exceed the maximum principal amount set forth above), the interest rate (at a rate to be obtained by competitive written, fax or telephone quotations from qualified parties), the amount, timing and frequency of the payments, and to choose the lessor, and to make all other determinations appropriate thereto. The President and the District Superintendent of the BOCES are hereby authorized to execute and deliver an installment purchase contract and related documents for the purchase on behalf of and in the name of the BOCES in accordance with such determinations by the President, and the Clerk is hereby authorized to affix the seal of the BOCES thereto and attest the same, with such changes, variations, omissions and insertions as the authorized persons executing such contract or document shall approve, the execution thereof by such persons to constitute conclusive evidence of such determinations and approval. The form and substance of the installment purchase contract to be entered into for the Purchase, as so approved and in the form approved by Counsel to the BOCES, is hereby approved.

Section 5. The officers, employees and agents of the BOCES are hereby authorized and directed for and in the name and on behalf of the BOCES to do all acts and things required or provided for by the provisions of such installment purchase contract, and to execute and deliver all such additional certificates, instruments and documents, to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purposes of this resolution and to cause compliance by the BOCES with all the terms, covenants and provisions of such installment purchase contract which are binding upon the BOCES.

Section 6. The installment contract shall be subject to annual cancellation by the Board of Cooperative Educational Services as a result of a lack of funding.

Section 7. This resolution shall constitute a declaration of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of

the Purchase.

Section 8. It is hereby determined that the period of probable usefulness of the equipment, machinery or apparatus referred to herein is five years, pursuant to subdivision 32 of paragraph a of Section 11.00 of the Local Finance Law.

Section 9. No payment under the installment purchase contract except payment for the total amount outstanding shall be financed from the proceeds of obligations issued pursuant to the local finance law other than the proceeds of revenue anticipation notes, tax anticipation notes or budget notes.

Section 10. The execution of the installment purchase contract will not cause the BOCES to exceed the debt limits prescribed by paragraph c of subdivision 6 of section 109-b of the General Municipal Law.

Section 11. This resolution shall take effect immediately.

BIDS

Award the following Bids:

1. Award the "CVES Yandon-Dillon Paving Project" bid for Mineville Campus paving and pavement upgrades in the amount of \$214,000 to Noel J. Brunell & Son, Inc. of Plattsburgh, NY. Note: Two additional companies submitted a bid:
-Luck Brothers, Inc of Plattsburgh, NY with a bid of \$235,000
-Reale Construction Company, Inc. of Ticonderoga, NY with a bid of \$328,000
2. Award the "PSC Storage Buildings – Door Reconstruction and Install Project" bid for hanger door replacement and upgrades at the Plattsburgh Satellite Campus in the amount of \$112,500 to Murnane Building Contractors, Inc. of Plattsburgh, NY. Note: No additional companies submitted a bid
3. Award the "CVES Pool Ceiling Replacement Project" bid for pool ceiling replacement and lighting upgrades at the Plattsburgh Main Campus/Special Education Division in the amount of \$102,500 to Murnane Building Contractors, Inc. of Plattsburgh, NY. Note: No additional companies submitted a bid
4. Award the "Fresh Fruit, Vegetable and Meat" bid to the following vendors. Bid pricing shall remain valid for the dates of September 1, 2022 through June 30, 2023.
-The Hub on the Hill, Inc. of Essex, NY as follows:
Romaine Lettuce \$1.75/lb; Cucumbers \$1.85/lb; Lettuce Salad Mix: \$5.99/lb; Potatoes \$23.75/25lbs; Apples \$25.99/100-150ct case; Pears \$25.00/30-40lb case; Butternut Squash Diced \$35.00/20lbs; Sweet Potatoes \$35.00/20lbs; Shredded Zucchini \$19.80/20lbs; Rolled Oats \$37.50/25lbs; Whole Wheat Flour \$.20/lb; Wheatberries \$24.75/25lbs; Assorted Pasta Shapes \$9.95/5lbs; Red Peppers \$2.50/lb; Celery Heads \$2.50/each (CVES Mineville, Moriah CSD, Schroon Lake CSD); Ground Beef \$5.00/lb
-Juniper Hill Farm of Westport, NY as follows:
Tomatoes \$2.50/lb; Green Peppers \$2.00/lb; Onions \$25.00/25lbs; Carrots \$25.00/25lbs; Beets \$25.00/25 lbs; Spinach \$48.00/8lbs; Peaches \$60.00/30-40lb case; Eggs \$40.00/15 dozen; Curly Variety Kale \$1.50/lb (CVES Mineville,

Moriah CSD, Schroon Lake CSD)

-North Point Community Farm of Plattsburgh, NY as follows:

Celery Heads \$2.00/each (Bouquet Valley CSD, CVES Plattsburgh, Keene CSD, Plattsburgh CSD, Willsboro CSD); Curly Variety Kale \$1.50/lb (Bouquet Valley CSD, CVES Plattsburgh, Keene CSD, Plattsburgh CSD, Willsboro CSD)

Notes: Four additional vendors submitted bids:

-CACL Properties, LLC of Chazy, NY

-Lillie Valley Farm of Putman Station, NY

-Slate Foods, Inc. dba Red Barn Provisions of NY, NY

-Donahue's Livestock Farms of Malone, NY

1. *In the case where the low bidder could not service all districts, the second low bidder received an award.*

2. *In the case of a tie for the low bid, the winner was selected by a coin toss.*

UNCOLLECTIBLES

Approve the write-off of the following list of uncollectible account receivables, after efforts to collect have been unsuccessful on these accounts over a year old. Under audit, these accounts are no longer considered current and should be written-off the financial records before year-end.

<u>Invoice#</u>	<u>Date of Invoice</u>	<u>Amount</u>	<u>Program</u>
118-21A	2/26/2021	\$1,307.29	Health Insurance Co-Pay

OLD BUSINESS

The February 9, 2022 Audit Committee Meeting Highlights 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.

AMENDMENTS

Amend the following Temporary Appointment that was approved at the July 14, 2021 Board meeting:

Name: Mark Brown

Tenure: School Administrator and Supervisor

Position: Principal

Effective Date: July 19, 2021

Tentative Tenure Date: July 19, 2025

Certification Status: School Building Leader, Emergency COVID-19, Mathematics 7-12, professional certificate, Computer Technology, professional certificate

Annual Base Salary: \$84,500

Prorated Salary: ~~81,331.25~~ **\$80,979.16**

Amend the following Temporary Appointment that was approved at the April 13, 2022 Board meeting:

Name: Katie LaBonte
Position: Adult Literacy Coordinator
Effective Date: April 25, 2022 – June 30, 2022
Certification Status: Literacy and GED Preparation Instructor Adult Education Certificate
Annual Base Salary: \$63,846
Prorated Salary: ~~\$13,035.23~~ **\$11,971.13**

RESIGNATIONS
EARLEY, PARKER,
LASHWAY,
DISKIN, LEFEVRE,
CHENEY

Accept the following letter(s) of Resignation:

1. Andrea Earley, Teaching Assistant, effective May 21, 2022
2. Kristen Parker, Teaching Assistant, effective June 3, 2022
3. Christina Lashway, Special Education Teacher, effective June 25, 2022
4. Kaitlin Diskin, Speech & Hearing Teacher, effective August 15, 2022
5. Emily Lefevre, LPN Teacher, effective September 1, 2022
6. Kasey Cheney, Custodial Worker, effective July 1, 2022 for the purpose of accepting a Building Maintenance Mechanic position

LEAVE OF
ABSENCE BAKER

Approve the following leave(s) of absence:

1. Juliana Baker, Teaching Assistant, unpaid leave of absence, effective June 10, 2022, through June 22, 2022

TERMINATION
JACQUES

Terminate the following person in accordance with Civil Service Law:

1. Melissa Jacques, Teacher Aide/Student Aide, Effective June 9, 2022

FOUR-YEAR
PROBATIONARY
APPOINTMENT
MENARD

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

1. Arianna Menard, Teaching Assistant, Effective March 29, 2022 (was temporary), Annual Base Salary of \$25,307

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

CIVIL SERVICE
PROBATIONARY
APPOINTMENTS
WHALEN,
CHENEY

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

1. Lisa Whalen (*pending fingerprint clearance*), Teacher Aide/Student Aide, Effective August 31, 2022, Annual Base Salary of \$19,226
2. Kasey Cheney, Building Maintenance Mechanic, Effective July 1, 2022, Annual Base Salary \$34,875

CIVIL SERVICE
PROVISIONAL
APPOINTMENTS
AKIN, LAGREE

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

1. Deana Akin, Purchasing Clerk, Effective July 1, 2022, Annual Base Salary of \$34,000
2. Jessica Lagree, Purchasing Clerk, Effective July 1, 2022, Annual Base Salary of \$34,000
(EFFECTIVE PERMANENT DATE TO BE DETERMINED UPON SUCCESSFUL COMPLETION OF CIVIL SERVICE EXAM)

CIVIL SERVICE
PROVISIONAL
HOURLY
APPOINTMENT
LOZIER

Appoint the following person(s) to a Provisional Civil Service Hourly Appointment for the 2022-23 school year:

1. Randy Lozier, COVID-19 Testing Coordinator (Office Manager), \$48/hour
(EFFECTIVE PERMANENT DATE TO BE DETERMINED UPON SUCCESSFUL COMPLETION OF CIVIL SERVICE EXAM)

PERMANENT
APPOINTMENTS
HOLBROOK,
FRASIER

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

1. Julie Holbrook, Food Service Director, effective July 1, 2022
2. Marcie Frasier, Account Clerk/Typist, effective July 1, 2022

TEMPORARY
APPOINTMENTS
DUBUQUE, ZEHR,
DISKIN, BOWERS,
LABONTE,
POIRIER

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

1. Melissa Dubuque, Teaching Assistant (uncertified), Effective June 1, 2022 – June 30, 2022, Annual Base Salary of \$25,307, Prorated Salary of \$2,530.70

Recommend that the Board approve the following person(s) to a Temporary Appointment for the 2022-23 school year:

1. Stephanie Zehr (*pending fingerprint clearance*), School Social Worker (uncertified), Effective August 31, 2022 – June 30, 2023, Annual Base Salary of \$61,000
2. Kaitlin Diskin, Special Education Teacher, Effective August 31, 2022 – June 30, 2023, Annual Base Salary of \$51,500

3. Penny Bowers, Adult Literacy Teacher, Effective August 31, 2022 – June 30, 2023, Annual Base Salary of \$46,465

4. Katie LaBonte, Adult Literacy Coordinator, Effective July 1, 2022 - June 30, 2023, Annual Base Salary of \$65,623

5. Dana Poirier, Community Outreach Coordinator, Effective July 1, 2022 - June 30, 2023, Annual Base Salary \$90,781

TEMPORARY
GRANT
APPOINTMENTS

Approve the following Temporary Grant Appointment from June 10, 2022 - June 30, 2022:

1. Nathan Billups, Work Study Student, not to exceed 25 hours, at \$13.25/hour

Approve the following Temporary Grant Appointment from July 1, 2022 - December 30, 2022:

1. Nathan Billups, Work Study Student, not to exceed 78 hours, at \$13.25/hour

PART-TIME
APPOINTMENT

Approve the following part-time Allied Health Teacher(s) for the 2022-23 School Year:

1. Linda Facticeau, Allied Health Teacher (20%), Annualized Salary of \$46,773, Prorated Salary of \$9,354.60

HOURLY
APPOINTMENTS

Appoint the following person(s) to an hourly appointment for the 2022-23 school year:

1. Stephen Bassett, Vehicle Maintenance, \$50/Hour
2. Jacob Rivers, Electrician, \$50/Hour
3. Connor Coty, COVID-19 Testing Personnel (Clinical Aide), \$30/Hour
4. Kiley Regan, COVID-19 Testing Personnel (Clinical Aide), \$30/Hour

ADDITIONAL
WORK

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

Stipend Positions, Compensation per collective bargaining agreement

Toni Perez	new employee mentor
Tammy Smith	new employee mentor

2022 SUMMER
WORK

Approve the following 2022 Summer Work:

Continuation of normal workday duties, Hourly rate of pay

Lucy Marbut	not to exceed 175 hours
Kevin Donoghue	not to exceed 175 hours
Nicole Santaniello	not to exceed 106 hours
Donna Wyant	not to exceed 18 hours
James Anderson	not to exceed 60 hours
Brigitte Phillips	not to exceed 120 hours

Kim Denton	not to exceed 20 hours
Toni Perez	not to exceed 20 hours
Susanne Ford-Croghan	not to exceed 140 hours
<u>CV-TEC PD/Curriculum Development, hourly rate per contract</u>	
Abram Benko	not to exceed 18 Hours
Fay Cheney	not to exceed 12 Hours
Krysten Connors	not to exceed 12 Hours
Anika Craig	not to exceed 12 Hours
Chris Huchro	not to exceed 12 Hours
Kaila Inman	not to exceed 12 Hours
Erin Meyer	not to exceed 12 Hours
Jake Rivers	not to exceed 12 Hours
Lisa Tallman	not to exceed 12 Hours
Steven Couture	not to exceed 18 hours

LPN CVPH Mandatory Orientation, hourly rate of pay

Emily LeFevre	not to exceed 6 hours
Erin Spoor	not to exceed 6 hours
Maria Hurteau	not to exceed 6 hours

Accreditation Re-Approval/ Curriculum Development, hourly rate per contract

Maria Hurteau	not to exceed 18 hours
Erin Spoor	not to exceed 18 hours

Classroom Move/Setup, hourly rate of pay

Steven Couture	not to exceed 12 hours
----------------	------------------------

Provide continued instruction for Adult Literacy, SMART, GRASP, HSE, Case Management and Job Skills Training Program, hourly rate of pay

Dalton Castine	not to exceed 150 hours
Penny Bowers	not to exceed 150 hours
Alexis Dirolf	not to exceed 150 hours
Bridget Snow	not to exceed 150 hours
Karen Manning	not to exceed 150 hours
Tiffany Snow	not to exceed 120 hours

CTE Program Reapproval, hourly rate per contract

Mike Drew	not to exceed 12 hours
Bevan Gertsch-Cochran	not to exceed 12 hours
Kelly Gowett	not to exceed 12 hours
Frank Mercier	not to exceed 12 hours
Jaimie Plumadore	not to exceed 12 hours
Jake Rivers	not to exceed 12 hours
Shawn Ryan	not to exceed 12 hours
Tanner Senecal	not to exceed 12 hours
Kevin Shaw	not to exceed 12 hours

Maria Spadafora	not to exceed 12 hours
Shelly Charland	not to exceed 6 hours
Lisa Fisher	not to exceed 6 hours
Ryan Hanley	not to exceed 6 hours
Lucy Marbut	not to exceed 6 hours
Jennifer Parker	not to exceed 6 hours
Nicole Santaniello	not to exceed 6 hours
Lance Sayward	not to exceed 6 hours
Beverly Thwaites	not to exceed 6 hours
Dawn Waters	not to exceed 6 hours

TCI Trainer Curriculum, hourly rate per contract

Crystal Rhino	not to exceed 6 hours
Joanne Beaudry	not to exceed 6 hours
Kim Denton	not to exceed 6 hours
Heidi Wells	not to exceed 6 hours

Curriculum Development, hourly rate per contract

Jennifer Haley	not to exceed 3 hours
Heather Ford	not to exceed 3 hours
Savanna-Lin Boadway	not to exceed 3 hours
Latalya Duell	not to exceed 3 hours
Madeline Seller	not to exceed 3 hours
Sara Spring	not to exceed 3 hours
Robin Douglass	not to exceed 30 hours

PBIS Committee Work, hourly rate per contract

Allison Bola	not to exceed 6 hours
Sheilah Boyea	not to exceed 6 hours
Roxanna Palmer	not to exceed 6 hours
Kara Velie	not to exceed 6 hours
Brandy Rosselli	not to exceed 6 hours

Transition Services, hourly rate per contract

Ciarra Smith	not to exceed 260 hours
Elizabeth Lennon	not to exceed 260 hours
Andrew Brousseau	not to exceed 260 hours
Jerilyn Lamere	not to exceed 260 hours
Andrea Christensen	not to exceed 260 hours
Julie Merritt	not to exceed 200 hours
Maiya Giroux	not to exceed 260 hours
Todd Everleth	not to exceed 100 hours
Amy Ladue	not to exceed 260 hours

Touch Math Virtual Training, hourly rate per contract

Rachel Tousignant	not to exceed 6 hours
-------------------	-----------------------

Allison Bola	not to exceed 6 hours
Maura Trombley	not to exceed 6 hours
Whitney Gagnier	not to exceed 6 hours
Heather Van Alphen	not to exceed 6 hours
Tammy Ann Smith	not to exceed 6 hours
Laura Denton-Lawrence	not to exceed 6 hours
Melissa Smith	not to exceed 6 hours
Aly Restrepo	not to exceed 6 hours
Heather Shaw	not to exceed 6 hours
Diane Mock	not to exceed 6 hours
Brittney Morse	not to exceed 6 hours
Faye Dayton	not to exceed 6 hours
Margarett DeMeulemeester	not to exceed 6 hours
Jennifer Cowling	not to exceed 6 hours
Penny Comes	not to exceed 6 hours
Melissa Gough	not to exceed 6 hours
Kaitlin Diskin	not to exceed 6 hours

Positivity Project Implementation Team, hourly rate per contract

Jennifer Haley	not to exceed 12 hours
Melissa Gough	not to exceed 12 hours
Lori Warner	not to exceed 12 hours
Whitney Gagnier	not to exceed 12 hours
Crystal Rhino	not to exceed 12 hours

Wilson Foundations Training, hourly rate per contract

Rachel Tousignant	not to exceed 6 hours
Whitney Gagnier	not to exceed 6 hours
Allison Bola	not to exceed 6 hours
Aly Restrepo	not to exceed 6 hours

Wiggle Room Clean Up, hourly rate per contract

Joan Hubbard	not to exceed 6 hours
Lisa Briscoe	not to exceed 6 hours

ITSP MS/HS Program Development, hourly rate per contract

Kim Denton	not to exceed 20 hours
Joanne Beaudry	not to exceed 20 hours
Rachel Boire	not to exceed 20 hours
Arianna Menard	not to exceed 20 hours
Heidi Wells	not to exceed 20 hours

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

Nicole Gamache WAF
Madelyn Gonzalez WAF

Teacher Aide/Student Aide, \$15.50/hour

Angela Cook WAF
Annette Miller WAF
Katherine Liberty WAF
Rachel Tousignant WAF

Teaching Assistant, hourly rate of pay per contract

Heather Hambleton WAF
Melissa Dubuque WAF

Teaching Assistant, \$27/hour

Catherine Sample WAF
Cynthia Williams WAF

Teacher, \$41/hour

Catherine Sample WAF
Cynthia Williams WAF

Teacher, hourly rate of pay per contract

Anika Craig WAF
Allison Bola WAF

Registered Nurse, \$34/hour

Connie Poupore WAF

FACILITATORS &
SCORERS

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

Facilitators, \$30.00/hour

Alexandra Blanchard
Kendra McCoy
Amy Deromdy
Stacey Smart
Katie Gushlaw
Alix Geoffroy
Jacob Cummings
Shay True
Tonya Robinson
Lori Jamil
Kim Mayer

Approve the following Facilitators & Scorers for the 2022-23 school year:

Facilitators, \$30.00/hour

Scott Fairchild
Tom Tedford
Kim Mayer
Kim O'Leary
Bonnie Berry
Mary Clackler
Sanford Coakley
Bradley Counterline
Deborah Daly
Jennifer Daniels
Heather Deans
Kimberley Denton
Cheryl Dodds
Brenda Drummond
Penny Favreau
Kaitlin Fielder
Theresa Figoni
Sarah Fink
Susanne Ford-Croghan
Jacquelyn Germain
Bonnie Gregware
Andrya Heller
Kathleen Howard
Tracey Howard
Karen Irwin
Dean Lincoln
Laurie Martin
Ann Mazzella
Christopher Mazzella
Donald Olcott
Joanna Orr
Sonal Patel-Dame
Cheryl Phillips
Rachel Ribis
Joyce Rovers
Charlene Rydgren
A P. Scott
Melissa Seymour
Rebecca Shuman
Debra Spaulding
Susan Stafford-Gough
Elaine Whitcomb

Sandra Wilkins
Michael Zent

Scorers, \$20.00/hour:

Bonnie Berry
Elizabeth Bosworth
Mary Clackler
Deborah Daly
Heather Deans
Cheryl Dodds
Brenda Drummond
Jennifer Dyer
Kaitlin Fielde
Theresa Figoni
Mona Goldenberg
Bonnie Gregware
Tracey Howard
Cheryl Hutchins
Karen Irwin
Paul Jebb
Leslie Labarge
Samantha Lavigne
Laurie Martin
Cheryl Phillips
Anne Rice
Joyce Rovers
Lori Southwick
Susan Stafford-Gough
Angelina Waldron
Elaine Whitcomb

ADULT
EDUCATION
INSTRUCTORS

Approve the following Adult Education Course Instructors for the 2022-23 school year

Adult Education, hourly rate per contract

Thomas Aubin
Lisa Banker
Chad Blair
Mark Brown
Greg Cassavaugh
Dalton Castine
Shelley Charland
Fay Cheney
Krysten Connors
Stephen Couture
Anika Craig

Alexis Dirolf
Michael Drew
Lori Ducharme
Jennifer Gero
Chris Huchro
Katie Labonte
Karen Manning
Lucy Marbut
Todd Menia
Frank Mercier
Erin Meyer
Dana Poirier
Jacob Rivers
Lance Sayward
Tanner Senecal
Kevin Shaw
Bridget Snow
Tiffany Snow
Dawn Waters

Adult Education Health Careers, hourly rate per contract

Shelley Charland
Linda Facteau
Kelly Gowett
Maria Hurteau
Emily LeFevre
Jaimie Plumadore
Maria Spadafora
Erin Spoor
Dena Tedford

Adult Education, \$28.00/hour

Christina Beck
Corey Beaudet
Mario Bouchard
Scott Fairchild
Danielle Jackson
Brad Kiroy
Kieran Kivlehan
Chris Latremore
Emily Lefevre
Susan Levaque
Dylan Limlaw
Tom Tedford

SUBSTITUTES

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

<u>Name</u>	<u>Title</u>
Todd Mayo	Cleaner/Messenger (<i>pending fingerprint clearance</i>)

CAREER &
TECHNICAL
EDUCATION
CERTIFICATIONS

Mr. Murdock moved, seconded by Mrs. Boise, that the Board re-certify the following program for Career & Technical Education, which may lead to a technical endorsement on a student's Regents diploma, and will permit the awarding of academic credit for these programs, contingent upon the State Education Department approval. All Board Members present voted yes—motion carried.

	<u>Original Approval</u>	<u>Re-Approval</u>
1. Animal Science: Veterinary Assistant	2012	2017
2. Automotive Collision Repair	2002	2017, 2012, 2007
3. Automotive Technology	2002	2017, 2012, 2007
4. Business Management & Entrepreneurship	2002	2017, 2012, 2007
5. Digital Production & Multimedia Communication	2012	2017

ADOPT NEW
POLICY

Mr. Murdock moved, seconded by Harriman Sr., that the Board adopt the following New Policy:

#2325 Board Meetings Conducted Via Videoconference
All Board Members present voted yes—motion carried.

REVISED POLICY
– FIRST READING

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

#5300 Code of Conduct Board Meetings Conducted Via Videoconference

VIDEO-
CONFERENCE
RESOLUTION

Mr. Harriman Sr. moved, seconded by Mr. Murdock, that the Board approve the following resolution for use of videoconferencing to conduct Board Meetings:

RESOLVED, that pursuant to § 103-a of the Public Officers Law, the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (BOCES) authorizes the use of videoconferencing to conduct Board meetings and meetings of its committees or subcommittees.

RESOLVED, that pursuant to § 103-a of the Public Officers Law, the BOCES, hereby establishes Board Policy governing member and public attendance at Board meetings conducted via videoconferencing. The Board further established that Board members will be physically present at Board meetings conducted via videoconference unless a member is unable to be physically present due to extraordinary circumstances. 'Extraordinary circumstances' include, but not limited to, disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member's physical attendance at a Board meeting. All Board Members present voted yes—motion carried.

RESERVE PLAN
SUMMARY

The 2021-22 Reserve Plan Summary, updated May 4, 2022, was shared with the Board for informational purposes only.

EMPLOYEE
BENEFIT
ACCRUED
LIABILITY
RESERVE FUND
RESOLUTION

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board approve the following resolution:

WHEREAS, the Board has an Employee Benefit Accrued Liability Reserve Fund (“EBALR Fund”) to hold monies to pay to costs of Employee Benefits as permitted in General Municipal Law Section 6-p for future payments, and

WHEREAS, on June 12, 2019 the BOCES approved continued use of and new deposits into its EBALR Fund to pay the cost of future retiree benefits payable through the EBALR Fund, and

WHEREAS, the EBALR Fund still has a balance of \$1,002,528.09 and

WHEREAS, recent contract settlements have included sick leave buyouts,

RESOLVED, that out of the surplus monies of said BOCES on hand for the year 2021-2022 and not otherwise appropriated, a sum not to exceed \$300,000 be appropriated for the EBALR Fund of CVES and that the District Treasurer, with the approval of the District Superintendent is authorized, empowered and directed to transfer from surplus funds of CVES a sum not to exceed \$300,000, to the fund and it is further

RESOLVED, that such additional sums as there may thereafter be appropriated shall become part of the EBALR Fund, and it is further

RESOLVED, that this reserve shall be accounted for in the General Fund of the BOCES and it is further

RESOLVED, that within sixty (60) days after the end of any fiscal year, excess amounts may either be transferred to another reserve or the excess applied to the appropriation of the next succeeding fiscal year’s budget, and it is further

RESOLVED, that the expenditures from the EBALR Fund may be made for the purposes specified in General Municipal Law Section 6-p and related statutes and regulations. All Board Members present voted yes—motion carried.

RETIREMENT
CONTRIBUTION
RESERVE FUND
RESOLUTION

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board approve the following resolution:

WHEREAS, the BOCES has a Retirement Contribution Reserve Fund (RCR) as permitted in General Municipal Law Section 6-r to fund employer retirement contributions to the State and Local Employees’ Retirement System (ERS); and WHEREAS, the BOCES has approved the establishment of the Retirement Contribution Reserve – TRS Sub-Fund as permitted in the General Municipal Law Section 6-r to fund employer retirement contributions to the NYS Teachers’ Retirement System (TRS); and

WHEREAS, the BOCES wishes to fund the TRS Sub-Fund Reserve,

BE IT THEREFORE RESOLVED that the BOARD authorizes and directs the Treasurer to use surplus funds in the amount of \$190,915.00, equivalent to 2% of the 2020-2021 TRS Billable Earnings, to the Retirement Contribution Reserve – TRS Sub-Fund. All Board Members present voted yes—motion carried.

LEAVE OF
ABSENCE RHINO

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

1. Crystal Rhino, Special Education Teacher, unpaid leave of absence, August 31, 2022 through, June 30, 2022 for the purpose of accepting a Teacher on Special Assignment position. All Board Members present voted yes—motion carried

MEMORANDUM
OF AGREEMENT
CEWW BOCES &
CVES 12-MONTH
SUPPORT UNIT

Mr. Murdock moved, seconded by Mr. Harriman Sr. that the Board approve the Memorandum of Agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the 12-Month Support Staff unit that acknowledges and agrees to remove the position of Payroll/Purchasing Clerk from the bargaining unit. All Board Members present voted yes—motion carried

MEMORANDUM
OF AGREEMENT
CEWW BOCES &
CVES 12-MONTH
SUPPORT UNIT

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board approve the Memorandum of Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the 12-Month Support Staff unit that acknowledges and agrees to add the position of Purchasing Clerk to the bargaining unit. All Board Members present voted yes—motion carried

SALARY
ADJUSTMENT

Mr. Murdock moved, seconded by Mr. Harriman Sr. that the Board approve the following salary adjustment due to change from 12-month Support Staff Unit to the Confidential Unit:

1. Brenda Proulx, Payroll/Purchasing Clerk, effective July 1, 2022, \$4,000 increase
All Board Members present voted yes—motion carried

JUUL
AGREEMENT
WARNER

Mr. Murdock moved, seconded by Mr. Harriman Sr. that the Board extend the probationary appointment period through August 31, 2023, Lori Warner, to allow for additional time for tenure recommendation per agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services, CVES United Professionals, and Lori Warner. All Board Members present voted yes—motion carried

TEMPORARY
APPOINTMENT
RHINO

Mr. Murdock moved, seconded by Mrs. Boise, that the Board approve the following person(s) to a temporary appointment for the 2022-23 school year:

1. Crystal Rhino, Dean of Students, Teacher on Special Assignment, Effective July 1, 2022 – June 30, 2023, Annual Base Salary of \$72,192. All Board Members present voted yes—motion carried.

EMPLOYMENT
AGREEMENT
PALMER

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board approve the Employment Agreement between Clinton-Essex-Warren-Washington BOCES and Dr. Hollis Palmer as presented. All Board Members present voted yes—motion carried.

SALARY &
BENEFIT
PACKAGE CVES
CONFIDENTIAL
UNIT

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board approve the Salary and Benefit Package between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the Confidential Group, effective July 1, 2022, through June 30, 2026. All Board Members present voted yes—motion carried.

ADMINISTRATIVE
LEAVE

Mr. Murdock moved, seconded by Mr. Harriman Sr., that upon the recommendation of the District Superintendent, the Board of Cooperative Educational Services hereby continues the administrative leave of a probationary employee through July 13, 2022. All Board Members present voted yes—motion carried.

NEXT BOARD
MEETING

The next Board meeting will be held on Wednesday, July 13, 2022, at the Yandon-Dillon Center in Mineville. An anticipated Executive Session will begin at 6:30 p.m., with the monthly meeting beginning at 7:30 p.m.

ADJOURNMENT

Mr. Murdock moved, seconded by Mr. Harriman Sr. to adjourn the meeting at 10:14 p.m. All Board Members present voted yes—motion carried.

Meaghan F. [redacted] Board Clerk

DRAFT

ENC. 31

MEMO

To: Meaghan Rabideau, BOCES Board Clerk
Clinton-Essex-Warren-Washington BOCES
From: Angela Jennette, Claims Auditor
Date: June 29, 2022
Re: Report for Board Agenda for July 13, 2022, Meeting

The following warrant claims were reviewed from May 27, 2022, to June 28, 2022:

<u>Warrant No. & Date</u>	<u>Check Information</u>	<u>Gross Total Amount</u>
W 48# - 06/06/2022	*Check Nos: Wires & ACH's *ACH Payments: ACH003972-ACH003987 **	\$ 3,950,287.61
W #49 - 06/09/2022	*Check Nos: 238461-238617** *ACH Payments: ACH003988-ACH004434	\$ 1,188,780.74
W #50 - 06/16/2022	*Check Nos: 238644-238652** 238659-238692** *ACH Payments: ACH004435-ACH004466	\$ 395,231.03
W #51 - 06/23/2022	*Check Nos: 238703-238748 *ACH Payments: ACH004467-ACH004482	\$ 183,422.00
W #52 - 06/28/2022	*Check Nos: 238800** 238811-238849 *ACH Payments: ACH004483-ACH004545	\$ 1,659,239.00

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

IRS-EFTPS:

PR #25- Wire #941-053122- Warrant #48;
PR #26- Wire #941-061522- Warrant #50;
PR #27- Wire #941-062322- Warrant #52;
PR #28- Wire #941-062422- Warrant #52;

Health Ins. Monthly:

Wire #HINS-62022- Warrant #49;

NYS Promptax:

PR #25- Wire #NYS-053122- Warrant #48;
PR #26- Wire #NYS-061522- Warrant #51;
PR #27- Wire #NYS-062322- Warrant #52 ;

NYS Sales Tax :

Wire #ST100-0522- Warrant #50 ;

Omni Financial Group:

PR #26- Wire #OMN-061522- Warrant #50;
PR #28- Wire #OMN-062422- Warrant #51;
Wire #OMN-403DAV- Warrant #50 ;
Wire #OMN-403B-ABURD- Warrant 51 ;

NYS Office of Comptroller ERS Retirement & Loans:PR#24&25-Wire #ERS-MAY22-Warrant #49;

CC: Eric Bell
Christine Myers

Transfer for Health Insurance : 6/17/22 \$ 57,688.74

Transfers for Scholarships : 6/9/22 \$ 1,000.00 John W Harrold
6/9/22 \$ 1,000.00 Allied Health
6/9/22 \$ 200.00 Keith Broadwell
6/9/22 \$ 300.00 Don Cogswell

Health Insurance Consortium Payments:

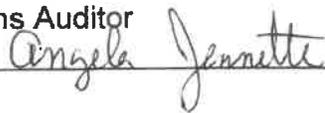
5/31/22 \$ 1,835,098.65
6/6/22 \$ 1,383,629.74
6/13/22 \$ 1,823,265.14
6/21/22 \$ 1,628,494.04
6/28/22 \$ 1,544,456.08

Benetech Workers Compensation Payments:

6/1/22 \$ 32,723.33
6/14/22 \$ 31,453.14
6/29/22 \$ 35,003.17

****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>
05/25/22	Pending W#48		No findings.		Approved for final warrant.
06/06/22	Final #48	15197		Delay in submitting Purchase Order due to gathering of all information for all attendees. Reservations required deposit to hold rooms at time of booking. Conference approval forms were complete and approved, and our practice is to allow booking of rooms, upon this approval, to avoid closeout of available rooms when lodging is at the place of the conference.	\$3,950,287.61 Approved for final warrant.
06/08/22	Pending W#49		Charge incurred before PO was in place.		Approved for final warrant.
06/08/22	Pending W#49	9040	Memo requested check payment, ACH is on schedule.	Part of payment will be issued as ACH for employee travel cost on meals. Students travel cost will be issued to employee in form of a check to ensure clarity in purpose of funds and amounts.	Approved for final warrant.
06/09/22	Final W#49				\$1,188,780.74
06/15/22	Pending W#50	1693	Wire payment requested not check.	Changed to wire.	Approved for final warrant.
06/15/22	Pending W#50	15332	Invoice missing key information for payment.	Will obtain details to match total invoice amount.	Approved for final warrant.
06/15/22	Pending W#50	3927	Miss coded.	Coding corrected.	Approved for final warrant.
06/16/22	Final W#50				\$395,231.03
06/22/22	Pending W#51	8373	Supporting documentation does not match the Purchase Order information.	Notes added to voucher and voucher reorganized to include folio with dates of stay and date billed per invoice.	Approved for final warrant.
06/22/22	Pending W#51	11780	Purchase Order issued after event happened; notes attached	Purchase Order was input timely for issuance but after purchasing cut-off, delayed issuance of Purchase Order due to year-end volume of processing Purchase Orders entered by cutoff date. No request to rush Purchase Order made by division.	Approved for final warrant.
06/23/22	Final W#51				\$183,422.00
06/27/22	Pending W#52	15767	Conference attended without Purchase Order requested.	Misunderstanding of process to be reimbursed registration fee led to lack of Purchase Order. Discussed with employee and process explained.	Approved for final warrant.
06/28/22	Final W#52				\$1,659,239.00

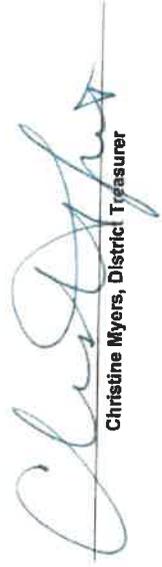
CLINTON-ESSEX-WARREN-WASHINGTON BOCES
TREASURER'S REPORT - MAY 31, 2022

	Account Balances		Receipts		Disbursements		Account Balances	
	April 30, 2022	May 31, 2022	May	Year To Date	May	Year To Date	May 31, 2022	May 31, 2022
I. SUMMARY OF ACCOUNT ACTIVITY								
CHECKING ACCOUNTS								
TD Bank - Depository								
General Fund	\$ 7,762,587.44	\$ 9,301,210.03	\$ 4,863,004.55	\$ 47,587,927.16	\$ 3,324,381.96	\$ 42,464,386.77	\$ 9,301,210.03	\$ 9,301,210.03
Special Aid Fund	\$ (184,380.83)	\$ (181,777.58)	\$ 242,329.07	\$ 3,261,381.01	\$ 239,725.82	\$ 3,156,852.09	\$ (181,777.58)	\$ (181,777.58)
School Lunch Fund	\$ 66,923.95	\$ 95,892.93	\$ 50,324.09	\$ 285,894.35	\$ 21,355.11	\$ 222,241.75	\$ 95,892.93	\$ 95,892.93
Capital Fund	\$ 8,192,546.21	\$ 8,172,516.24	\$ -	\$ 1,353,308.44	\$ 20,029.97	\$ 6,220,963.59	\$ 8,172,516.24	\$ 8,172,516.24
Special Revenue Fund	\$ 13,512.42	\$ 13,513.28	\$ 516.81	\$ 4,035.92	\$ 515.95	\$ 3,383.45	\$ 13,513.28	\$ 13,513.28
(Excluding ExtraClassroom)								
Custodial Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TD Bank - Operating								
General Fund	\$ 323,096.50	\$ 342,173.54	\$ 3,611,352.78	\$ 49,919,251.08	\$ 3,592,275.74	\$ 49,810,276.13	\$ 342,173.54	\$ 342,173.54
SAVINGS ACCOUNTS								
NYCLASS Capital Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 655.30	\$ -	\$ -
Special Revenue Fund	\$ 22,125.46	\$ 22,734.91	\$ 609.45	\$ 1,420.49	\$ -	\$ 1,250.00	\$ 22,734.91	\$ 22,734.91
TOTAL FUNDS ON ACCOUNT	\$ 16,196,411.15	\$ 17,766,263.35		\$ 102,393,218.45		\$ 101,880,009.08		\$ 17,766,263.35

	Account Balances		Add: Deposits in		Less: Outstanding		Account Balances	
	May 31, 2022	May 31, 2022	Transit	Checks	May 31, 2022	May 31, 2022	May 31, 2022	May 31, 2022
II. RECONCILIATION TO BANK STATEMENTS								
TD BANK - MUNICIPAL CHECKING - OPERATING	\$ 477,644.80	\$ 105.00	\$ -	\$ (135,576.26)	\$ 342,173.54	\$ 342,173.54	\$ 342,173.54	\$ 342,173.54
TD BANK - MUNICIPAL CHECKING - DEPOSITORY ACCOUNT	\$ 10,220,799.50	\$ -	\$ -	\$ -	\$ 10,220,799.50	\$ 10,220,799.50	\$ 10,220,799.50	\$ 10,220,799.50
TD BANK - MUNICIPAL CHECKING - CAPITAL PROJECT DEPOSITORY	\$ 7,180,555.40	\$ -	\$ -	\$ -	\$ 7,180,555.40	\$ 7,180,555.40	\$ 7,180,555.40	\$ 7,180,555.40
TD BANK - MUNICIPAL CHECKING - BENEFIT PLAN CLAIMS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NYCLASS - SAVINGS, BOCES-WIDE CAPITAL PROJECT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NYCLASS - SAVINGS, KEITH BROADWELL SCHOLARSHIP	\$ 1,100.65	\$ -	\$ -	\$ -	\$ 1,100.65	\$ 1,100.65	\$ 1,100.65	\$ 1,100.65
NYCLASS - SAVINGS, JONELLE MARIE BUCK SCHOLARSHIP	\$ 701.27	\$ -	\$ -	\$ -	\$ 701.27	\$ 701.27	\$ 701.27	\$ 701.27
NYCLASS - SAVINGS, JWH SCHOLARSHIP	\$ 12,591.58	\$ -	\$ -	\$ -	\$ 12,591.58	\$ 12,591.58	\$ 12,591.58	\$ 12,591.58
NYCLASS - SAVINGS, DONALD W. COGSWELL SCHOLARSHIP	\$ 1,320.68	\$ -	\$ -	\$ -	\$ 1,320.68	\$ 1,320.68	\$ 1,320.68	\$ 1,320.68
NYCLASS - SAVINGS, SPELLING BEE SCHOLARSHIP	\$ 2.10	\$ -	\$ -	\$ -	\$ 2.10	\$ 2.10	\$ 2.10	\$ 2.10
NYCLASS - SAVINGS, CV-TEC ALLIED HEALTH SCHOLARSHIP	\$ 7,018.63	\$ -	\$ -	\$ -	\$ 7,018.63	\$ 7,018.63	\$ 7,018.63	\$ 7,018.63
TOTAL FUNDS ON ACCOUNT	\$ 17,766,263.35				\$ 17,766,263.35		\$ 17,766,263.35	

GENERAL FUND INTEREST RECEIVED 7/01/21 - 5/31/2022 \$ 6,814.82
CAPITAL FUND INTEREST RECEIVED 7/01/21 - 5/31/2022 \$ 12,237.34

PREPARED BY:


Christine Myers, District Treasurer

DATED:

6/23/22

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

FOR THE PERIOD 05/01/2022 TO 05/31/2022

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	5,277.32	0.00	5,277.32	310.58	4,966.74
SKILLS USA - MINEVILLE	1,469.45	1,125.11	0.00	1,125.11	13.20	1,111.91
NO. COUNTRY LOGGERS	339.37	342.97	0.00	342.97	0.00	342.97
REFLECTIONS	503.14	503.14	0.00	503.14	0.00	503.14
LPN CLASS	653.47	2,304.40	285.00	2,589.40	0.00	2,589.40
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	27.80	27.80	0.00	27.80
TOTAL	11,665.01	10,732.91	312.80	11,045.71	323.78	10,721.93

5/31/2022 Bank Balance \$ 11,017.91
 Add: Deposits in Transit \$ -
 Less: Outstanding Checks \$ (295.98)
 5/31/2022 Balance on Hand \$ 10,721.93


 COLBY SISKAVICH, EXTRACLASSROOM TREASURER
 6/9/22
 DATE

ENC. 33

Recommend that the Board approve the following Donations:

1. For the Student Stipend Fund:

Pepsi (April 2022)	59.09
United Way (May 2022)	138.04
Pepsi (May 2022)	78.77
United Way (June 2022)	138.04
Pepsi (June 2022)	<u>65.57</u>
TOTAL - \$	479.51

ENC. 34

Recommend that the Board approve the following petty cash funds and bursars for the 2022-23 school year (each fund will maintain an amount of \$100/each):

WAF Special Education Dept. – Karen Davis
Instructional Services Center – April Miner
Mineville Campus – Marcie Frasier
Satellite Campus CV-TEC – Kathy Mallette
Management Services – Jessica LaClair
CV-TEC Plattsburgh Main Campus – Christina LeFevre

ENC. 35

Recommend that the Board approve the following change funds and custodians of the funds for the 2022-23 school year:

Special Education:

Special Education Career Pathways (Mineville), Kaitlin Diskin- \$15.00
Special Education – Work Experience (Plattsburgh), Tonya Robinson - \$25.00
Special Education – Short-term classroom program activities (Plattsburgh), Karen Davis - \$25.00

CV-TEC:

CV-TEC Cosmetology II (Plattsburgh), Lisa Banker - \$100
CV-TEC Cosmetology (Mineville), Kimberly Lincoln - \$200
CV-TEC Culinary Arts & Hospitality Resort Services (Plattsburgh), Bevan Gertsch-Cochran - \$200
(\$100 per each register)
CV-TEC Conservation (Plattsburgh), Jennifer Parker - \$50
CV-TEC Student Tuitions and Fees (Plattsburgh), Janet Miller - \$100

Cafeteria:

Mineville Campus – Adele Huchro - \$50
Plattsburgh Campus – Angela Provost - \$50

ENC. 36

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

1. Regional Food Bank of NENY Backpack Program Special Aid Fund Project, in the amount of \$3,651.18, for the period of July 1, 2022 through June 30, 2032. This is due to rollover of the 2021-2022 project funds. (Special Education)

ENC. 37

Recommend that the Board approve the following Budget Increases:

1. High School Equivalency Test Administration Special Aid Fund Project Budget from \$7,397 to \$11,250.43, for the period of January 1, 2022 through December 31, 2022, due to rollover funding in the amount of \$3,853.43. (CV-TEC)

2. Core Rehabilitation Service (CRS) special aid fund project budget from \$750,000 to \$881,690 for the period of January 1, 2022 through December 31, 2022, due to rollover of the 2020-2021 project funds in the amount of \$432,099. (Special Education)

ENC. 38

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

1. Agreement between Clinton-Essex-Warren-Washington BOCES and MAXSCHOLAR for the purpose of obtaining Orton-Gillingham Training sessions on August 9, 2022. In the event that enrollment numbers do not satisfy requirements for in-person training, sessions will be offered virtually. The total amount for all services and educational materials is not anticipated to exceed \$27,405. (ISC) (attached)

ENC. 39

Recommend that the Board approve the following Contract Amendment:

1. Amendment to the Contract between Clinton-Essex-Warren-Washington BOCES (BOCES) and the County of Clinton (County) for NYSDOH Epidemiology & Laboratory Capacity (ECL) School COVID-19 Testing Program Coordinator Services that was approved at the August 18, 2021 CVES Board Meeting. The Amendment modifies the original contract dates of July 1, 2021 through June 30, 2022 to the new dates of July 21, 2021 through July 31, 2023 and increases the total amount payable for contractual services from \$714,000 to \$784,000. All other Agreement terms remain the same. (Administration) (attached)

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 MAXSCHOLAR, with an office and place of business at 2800 Island Boulevard, Suite 2501, Aventura, Florida 33160; hereinafter be collectively referred to as "THE PARTIES."

BOCES desires to have certain services and activities described as follows: MAXSCHOLAR will provide Orton-Gillingham Training, both certified and non-certified options including 15 non-certified trainings, 5 certified trainings, hereinafter "SERVICES" for the date of August 9, 2022. MAXSCHOLAR will also provide 20 toolkits as part of the trainings. The dates and times of SERVICES may be changed or rearranged at the mutual agreement of the PARTIES. The PARTIES agree that BOCES will provide enrollment numbers by, July 1, 2022. In the event that enrollment numbers do not satisfy requirements, MAXSCHOLAR agrees to provide a virtual training.

MAXSCHOLAR 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:** MAXSCHOLAR 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. MAXSCHOLAR shall perform the SERVICES described above, all such SERVICES being the responsibility of the MAXSCHOLAR and those in the MAXSCHOLAR'S employ.
3. MAXSCHOLAR 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. MAXSCHOLAR represents and warrants that neither MAXSCHOLAR nor any of MAXSCHOLAR'S employees, agents, or assigns performing SERVICES for BOCES pursuant to this AGREEMENT has been convicted of a felony.
5. MAXSCHOLAR agrees to provide copies of all certifications and licenses required by law to undertake the SERVICES to be performed for BOCES pursuant to this AGREEMENT, and further agrees to provide BOCES with a minimum of two (2) business references.
6. MAXSCHOLAR 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:** MAXSCHOLAR agrees to provide BOCES with a Certificate of Insurance, which meets the requirements set forth in Attachment I, prior to commencement of SERVICES. MAXSCHOLAR 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. MAXSCHOLAR'S fee shall be all inclusive and shall be limited to \$26,205 which includes 15 non-certified trainings, 5 certified trainings and 20 toolkits, plus reimbursement for travel in the amount of \$1,200 and paid as follows: BOCES will render payment within 30 days after receipt of MAXSCHOLAR'S invoice at the conclusion of services and in consideration of receipt of services and a final product which is satisfactory to BOCES. MAXSCHOLAR agrees to allow the number of certified and non-certified attendees to change and will supply a new invoice upon receiving final numbers for each group. In the event that trainings are presented virtually, due to low enrollment numbers, the \$1,200 travel reimbursement will be waived, and the services fee shall be adjusted accordingly based upon the number enrolled. 
Initial
9. **INDEPENDENT CONTRACTOR:** MAXSCHOLAR 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:** MAXSCHOLAR 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 MAXSCHOLAR with Internal Revenue Service Form 1099. MAXSCHOLAR 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 the MAXSCHOLAR or to anyone else beyond funds appropriated and available for this AGREEMENT.
15. **TERMINATION:** This AGREEMENT will terminate upon submission by MAXSCHOLAR of a final product satisfactory to BOCES. BOCES reserves the right to terminate this AGREEMENT upon failure of MAXSCHOLAR to meet the terms and conditions set forth herein or upon a finding of violation of applicable laws, rules or regulations by MAXSCHOLAR.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT on this
10 day of June 2021. 2022

Date: _____

Date: June 10, 2022

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

MAXSCHOLAR

By: _____
Michael St. Pierre/Board President

By: Deborah Levy
Contractor

By: _____
Mark Davey/District Superintendent

Dr. Deborah Levy

st



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.
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.

ENC. 39

CONTRACT AMENDMENT

This is an amendment to an Agreement approved pursuant to Clinton County Resolution #466 dated 07/14/21 by and between the County of Clinton Health Department and Clinton, Essex, Warren and Washington Counties, Board of Cooperative Educational Services a/k/a Champlain Valley Educational Services (CVES), with an address of PO Box 455, Plattsburgh, NY 12901. The original Agreement was executed between the parties on 09/13/21.

All terms and conditions of said contract shall continue and be binding upon both parties except for the following changes:

- 1) The contract amount has changed to \$784,000
- 2) The period has changed to 07/21/21 – 07/31/23

In witness thereof, this contract amendment has been approved and duly executed by the following parties.

CONTRACTOR:

Champlain Valley Educational Services

Date

APPROVED BY DEPARTMENT HEAD:

Jeffrey Sisson, MS
Director of Public Health

Date

INSURANCE REQUIREMENTS APPROVED:

Kim M. Kinblom
Deputy County Administrator

Date

APPROVED AS TO LEGAL SUFFICIENCY:

County Attorney

Date

COUNTY OF CLINTON:

Mark R. Henry
Chairperson, Clinton County Legislature

Date

ENC. 40

Recommend that the Board approve the following Memorandums of Agreement:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and Casella Waste Management of N.Y., Inc. under which C-E-W-W BOCES and Casella will work collaboratively to provide Commercial Driver's License (CDL-B) courses during the 2022-23 school year. In accordance with the Agreement, Casella will reimburse BOCES for educational services rendered in an amount not to exceed \$2,543 per pupil per course conducted. (CV-TEC) (attached)
2. Agreement between Clinton-Essex-Warren-Washington BOCES and New England Waste Services of N.Y., Inc. under which C-E-W-W BOCES and New England Waste Services will work collaboratively to provide Commercial Driver's License (CDL-A and CDL-B) courses during the 2022-23 school year. In accordance with the Agreement, New England Waste Services and each enrolled student will equally share course costs and will reimburse BOCES at the rate of 50% each of \$4,937 per pupil per course conducted for CDL-A courses or 50% each of \$2,543 per pupil per course conducted for CDL-B courses. (CV-TEC) (attached)

ENC. 41

Recommend that the Board approve the following Agreement Renewal Term:

1. Agreement runout between Clinton-Essex-Warren-Washington BOCES and Preferred Group Plans, Inc. (PGP) for Health Reimbursement Arrangement (HRA) plan services, I.R.C. Sections 105 and 106, to be administered by PGP on behalf of BOCES for the period of July 1, 2022 on a month-to-month basis until replaced by CEWW BOCES Benefit Administrative Services; and for an I.R.C. Section 125 Cafeteria Plan for the period of October 1, 2022 on a month-to-month basis until replaced by CEWW BOCES Benefit Administrative Services. The total estimated expenditure for the services shall not exceed \$11,000. (Administration)

ENC. 42

Recommend that the Board approve the following resolution to participate in Cooperative Purchasing Alliances:

Be it resolved that the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services agrees to participate in the OMNIA Partners Public Sector, Keystone Purchasing Network (KPN), National Cooperative Purchasing Alliance (NCPA), Sourcewell, 1Government Procurement Alliance (1GPA), and PEPPM Technology Cooperative Purchasing Program for the 2022-2023 school year.

ENC. 43

Recommend that the Board approve the following resolution to participate in Cooperative Purchasing Program:

Be it resolved that the Clinton-Essex-Warren-Washington BOCES Board of Education agrees to participate in the St. Lawrence-Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the "Cooperative Purchasing Agreement" for the 2022-2023 school year (attached).

MEMORANDUM OF AGREEMENT

This agreement, between:

Casella Waste Management of N.Y., Inc., hereinafter known as Casella and the Clinton, Essex, Warren and Washington Counties' Board of Educational Services, also known as Champlain Valley Educational Services, hereinafter known as CVES for the 2022-2023 school year agree as follows:

WITNESSETH:

WHEREAS, Casella has committed to provide funding to conduct a short-term **Commercial Driver's License (CDL-B) course** in collaboration with CVES;

WHEREAS, Casella desires to enter into an agreement with CVES for the performance of this course; and

NOW, THEREFORE, in consideration of the promises and mutual covenants contained herein it is mutually agreed by and between the respective parties as follows:

SCOPE OF WORK:

CVES will:

1. Coordinate course development;
2. Facilitate and provide the in-person instruction of the course on the Plattsburgh Satellite Campus during the 2022-2023 school year;
3. Provide the instructor for the courses;
4. Coordinate and implement the schedule and curriculum;

Casella will:

1. Provide and enroll participants into the CDL-B 100A course;
2. Provide the application materials to CVES on all participants;
3. Conduct advertising, marketing and recruitment activities and assistance to support enrollment into the specialized course;
4. Provide non-instructional facilitation of the participants;
5. Provide additional non-instructional services to support the successful facilitation of the course;

TERM:

The term of this agreement is for the 2022-2023 School Year.

COMPENSATION AND MAXIMUM COST:

Casella will make payment to CVES for the total per pupil cost of each course conducted in accordance with the terms of this agreement when invoices are received for enrollment, facilitation, coordination, instruction, and course implementation not to exceed \$2,394.00 per pupil per course successfully administered. An additional fee of \$149.00 is needed to cover the cost of the online theory portion of the course for a total of \$2,543.00. **Full tuition and fees for each enrolled student will be billed. No refunds will be allowed after a student completes one class.**

Casella and CVES shall maintain appropriate and complete accounts, records, documents, and other evidence showing and supporting all costs incurred under this agreement.

PAYMENT:

CVES will submit detailed invoices to Casella after the first class at the following address:

Casella Waste Management of N.Y., Inc.
67 Carbide Road
Plattsburgh, NY 12901

TERMINATION:

Either Casella or CVES may terminate this agreement at any time by giving thirty (30) days written notice to the other contracting party. Upon notice of termination by either party, all in-progress instruction shall remain in-progress until the conclusion of said course or courses. All payments and liability therefore by Casella or by CVES shall end on the last date of course instruction or the effective date of termination, whichever occurs last, and shall include all services performed up to that date.

LIABILITY TO THIRD PARTIES:

The parties hereto shall indemnify and hold harmless each other from all damages, claims, or liabilities to persons or property, including counsel fees and the costs and expenses to defend any legal action caused by their negligent, reckless and/or intentional acts.

CVES status under this Agreement shall be that of an independent contractor and not that of any agent or employee. CVES warrants and represents that it has complied with all federal, state, and local laws that are required for it to perform the services set forth in this agreement. Casella will not withhold or pay on behalf of CVES or any of its employees: (a) federal and local income taxes, or (b) any other payroll tax of any kind. In accordance with the terms of this agreement neither CVES nor any of its agents or employees shall be treated as an employee of Casella with respect to services provided in this agreement.

CVES has no authority to enter into contracts or agreements on behalf of Casella. This agreement does not create a partnership between the parties.

No change, modification, or waiver of any term of this agreement shall be valid unless it is in writing and signed by both Casella and CVES.

IN WITNESS WHEREOF, this Agreement has been duly executed.

Casella Waste Management of N.Y., Inc.

By: William Meyers 7-5-22
William Meyers, Market Area Manager Date

Clinton-Essex-Washington-Warren BOCES (CVES)

By: _____
Mark Davey, CVES District Superintendent Date

By: _____
CVES Board President Date

MEMORANDUM OF AGREEMENT

This agreement, between:

New England Waste Services of N.Y., Inc., hereinafter known as Casella and the Clinton, Essex, Warren and Washington Counties' Board of Educational Services, also known as Champlain Valley Educational Services, hereinafter known as CVES for the 2022-2023 school year agree as follows:

WITNESSETH:

WHEREAS, Casella has committed to provide funding to conduct a short-term **Commercial Driver's License (CDL-A) course** or **Commercial Driver's License (CDL-B) course** in collaboration with CVES;

WHEREAS, Casella desires to enter into an agreement with CVES for the performance of this course and

NOW, THEREFORE, in consideration of the promises and mutual covenants contained herein it is mutually agreed by and between the respective parties as follows:

SCOPE OF WORK:

CVES will:

1. Coordinate course development;
2. Facilitate and provide the in-person instruction of the course on the Plattsburgh Satellite Campus during the 2022-2023 school year;
3. Provide the instructor for the courses;
4. Coordinate and implement the schedule and curriculum;

Casella will:

1. Provide and enroll participants into the CDL-A 100A or CDL-B 100A course;
2. Provide the application materials to CVES on all participants;
3. Conduct advertising, marketing and recruitment activities and assistance to support enrollment into the specialized course;
4. Provide non-instructional facilitation of the participants;
5. Provide additional non-instructional services to support the successful facilitation of the course;

TERM:

The term of this agreement is for the 2022-2023 School Year.

COMPENSATION AND MAXIMUM COST:

Tuition for the CDL-A course is \$4,788.00. Tuition for the CDL-B course is \$2,394.00. There is an additional fee of \$149.00 which is needed to cover the cost of the online theory portion of the course. This brings the totals to \$4,937 for the CDL-A course and \$2,543.00 for the CDL-B course.

Prior to the start of the first class, the student will make payment to CVES for half the total per pupil cost of each course conducted in accordance with the terms of this agreement for enrollment, facilitation, coordination, instruction, and course implementation not to exceed \$2,468.50 for CDL-A or \$1,271.50 for CDL-B.

Casella will make payment to CVES for half the total per pupil cost of each course conducted in accordance with the terms of this agreement when invoices are received for enrollment, facilitation, coordination, instruction, and course implementation not to exceed \$2,468.50 for CDL-A or \$1,271.50 for CDL-B per pupil per course successfully administered. **Full portion of the tuition for each enrolled student will be billed. No refunds will be allowed after a student completes one class.**

Casella and CVES shall maintain appropriate and complete accounts, records, documents, and other evidence showing and supporting all costs incurred under this agreement.

PAYMENT:

CVES will submit detailed electronic invoices to Casella after the first class to the following email address:

Tammy.Collins@casella.com

TERMINATION:

Either Casella or CVES may terminate this agreement at any time by giving thirty (30) days written notice to the other contracting party. Upon notice of termination by either party, all in-progress instruction shall remain in-progress until the conclusion of said course or courses. All payments and liability therefore by Casella or by CVES shall end on the last date of course instruction or the effective date of termination, whichever occurs last, and shall include all services performed up to that date.

LIABILITY TO THIRD PARTIES:

The parties hereto shall indemnify and hold harmless each other from all damages, claims, or liabilities to persons or property, including counsel fees and the costs and expenses to defend any legal action caused by their negligent, reckless and/or intentional acts.

CVES status under this Agreement shall be that of an independent contractor and not that of any agent or employee. CVES warrants and represents that it has complied with all federal, state, and local laws that are required for it to perform the services set forth in this agreement. Casella will not withhold or pay on behalf of CVES or any of its employees: (a) federal and local income taxes, or (b) any other payroll tax of any kind. In accordance with the terms of this agreement neither CVES nor any of its agents or employees shall be treated as an employee of Casella with respect to services provided in this agreement.

CVES has no authority to enter into contracts or agreements on behalf of Casella. This agreement does not create a partnership between the parties.

No change, modification, or waiver of any term of this agreement shall be valid unless it is in writing and signed by both Casella and CVES.

IN WITNESS WHEREOF, this Agreement has been duly executed.

New England Waste Services of N.Y., Inc.

By: Sean Lukas 7/1/2022
Sean Lukas, General Manager Date

Clinton-Essex-Washington-Warren BOCES (CVES)

By: _____
Mark Davey, CVES District Superintendent Date

By: _____
CVES Board President Date



Board of Cooperative Educational Services

Thomas R. Burns
District Superintendent
Executive Officer

Cooperative Purchasing

ESC Building
40 W Main Street, PO Box 231
Canton, NY 13617
(315) 386-4504 ext 10127
Email: dbessette@slboces.org

Darlene Bessette
Supervisor of Purchasing Services

St. Lawrence/Lewis BOCES
Cooperative Purchasing Agreement

All school districts participating in the St. Lawrence/Lewis BOCES Cooperative Purchasing program through annual board resolution, agree to the following:

- 1.) To bid jointly any or all commodities on the attached list together with a number of public school districts comprising Clinton-Essex, Franklin-Essex, Jefferson-Lewis and St. Lawrence-Lewis BOCES in New York State.
- 2.) The school district will participate with other schools in the BOCES listed above in the joint bidding of any or all commodities on the attached list as authorized by General Municipal Law, Section 119-0.
- 3.) The school district agrees to appoint the St. Lawrence/Lewis BOCES Cooperative Purchasing Agent and related committees to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting results to the boards of education and making recommendations thereon.
- 4.) The Board of Education of the school district agrees to appoint the St. Lawrence/Lewis BOCES Cooperative Purchasing Agent and related committees to represent it in all matters related above.
- 5.) The Board of Education of the school district authorizes the above mentioned to represent it in all matters leading up to the entering into a contract for the purchase of any and /or all commodities on the attached list.
- 6.) The Board of Education agrees to assume its equitable share of the costs of cooperative bidding.
- 7.) The Board of Education agrees:
 - a.) To abide by majority decisions of the participating districts on quality standards;
 - b.) That unless all bids are rejected, it will award contracts according to the recommendations of the St. Lawrence/Lewis BOCES Cooperative Purchasing Agent and related committees.
 - c.) That after the award of contract(s) it will conduct all negotiations with the successful bidder(s).

ENC. 44

Recommend that the Board award the following Bid:

1. "CVES Main Campus Corridor Ceiling Replacement Project" bid for main corridor, hallway, and vestibule ceiling replacement at the Plattsburgh Main Campus in the amount of \$160,000 to Murnane Building Contractors, Inc. of Plattsburgh, NY. Note: No additional companies submitted a bid

ENC. 45

Recommend that the Board appoint Board Members to the CVES Budget Committee (for the development of the 2023-24 CVES budget) for the 2022-23 school year. (2021-22 members were Leisa Boise, Patricia Gero, Lori Saunders)

ENC. 46

Recommend that the Board appoint at least three Board Members to the CVES Audit Committee (pertaining to the 2021-22 school year) for the 2022-23 school year. (2021-22 members were Richard Harriman, Sr., Donna LaRocque, Thomas McCabe, and Doug Spilling)

ENC. 47

Recommend that the Board rescind the following resignation that was approved at the June 8, 2022 Board meeting:

1. Kasey Cheney, Custodial Worker, effective July 1, 2022 for the purpose of accepting a Building Maintenance Mechanic position

ENC. 48

Recommend the Board amend the following leave of absence that was approved at the June 8, 2022 Board meeting:

1. Crystal Rhino, Special Education Teacher, unpaid leave of absence, August 31, 2022 through June 30, ~~2022~~ **2023** for the purpose of accepting a Teacher on Special Assignment.

ENC. 49

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

1. Elizabeth Lennon, Teaching Assistant, effective January 1, 2023
2. Mary Jane Borho, Teacher Aide/Student Aide, effective June 30, 2022

ENC. 50

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

1. Ellen Lamora, Allied Health Term Contract, effective June 16, 2022
2. Mallory Mattison, Allied Health Term Contract, effective June 24, 2022
3. Michael Magee, Teaching Assistant, effective June 25, 2022
4. Kasey Cheney, Custodial Worker, effective June 27, 2022
5. Patti Mckinley, Teacher Aide/Student Aide, effective June 30, 2022
6. Diane Mock, Special Education Teacher, effective July 1, 2022
7. Nicole O'Connell, Principal, effective July 17, 2022
8. Sarah Paquette, Administrator for Adult Services, effective July 17, 2022
9. Lori Warner, Teaching Assistant, effective July 18, 2022
10. Madeline Seller, Special Education Teacher, effective August 31, 2022
11. John Iorio, Adult Services Administrator, effective September 1, 2022
12. Angie Lecuyer, Typist, effective July 1, 2022 for the purpose of accepting an account clerk/typist position
13. Emily Duquette, Teacher Aide/Student Aide, effective August 31, 2022 for the purpose of accepting a Teaching Assistant position

ENC. 51

Recommend that the Board accept the following leave(s) of absence:

1. Tina Provost, Teacher Aide/Student Aide, unpaid leave, June 16, 2022 through June 30, 2022
2. Ciarra Smith, Teacher Aide/Student Aide, unpaid leave of absence, July 1, 2022 through June 30, 2023, for the purpose of accepting a Temporary Teaching Assistant position.
3. Joanne Beaudry, Teaching Assistant, unpaid leave of absence, July 1, 2022 through June 30, 2023, for the purpose of accepting a Temporary Special Education Teacher position.

ENC. 52

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

1. Name: Rachel Tousignant
Position: Special Education Teacher
Tenure Area: Special Education Teacher
Effective Date: August 31, 2022
Tentative Tenure Date: August 31, 2026
Certification Status: Students with Disabilities, Birth – grade 6, Initial Certificate, Early Childhood Education, Birth – grade 6, Initial Certificate,
Annual Base Salary: \$49,465

ENC. 52 CONTINUED

2. Name: Lori Lawrence
Position: Special Education Teacher
Tenure Area: Special Education Teacher
Effective Date: August 31, 2022
Tentative Tenure Date: August 31, 2026
Certification Status: Special Education, Permanent Certificate
Annual Base Salary: \$70,000

3. Name: Danielle O'Mara
Position: School Counselor
Tenure Area: School Counseling and Guidance
Effective Date: August 31, 2022
Tentative Tenure Date: August 31, 2026
Certification Status: School Counselor, Permanent Certificate
Annual Base Salary: \$60,000

4. Name: Lisa Tallman
Position: Graphic Arts Teacher
Tenure Area: Media Communications
Effective Date: June 1, 2022 (*was temporary)
Tentative Tenure Date: June 1, 2026
Certification Status: Media Communications, 7-12, Transitional A certificate
Annual Base Salary: \$48,365
Prorated Salary: \$4,836.50

5. Name: Emily Duquette
Position: Teaching Assistant
Tenure Area: Teaching Assistant
Effective Date: August 31, 2022
Tentative Tenure Date: August 31, 2026
Certification Status: TA level 1
Annual Base Salary: \$26,062

6. Name: Susan Tourville
Position: Teaching Assistant
Tenure Area: Teaching Assistant
Effective Date: August 31, 2022
Tentative Tenure Date: August 31, 2026
Certification Status: Teaching Assistant Continuing Certificate
Annual Base Salary: \$26,314

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

ENC. 53

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

1. Name: Alex Benware
Position: Teacher Aide/Student Aide
Effective Date: June 14, 2022
Tentative Permanent Date: June 14, 2023
Annual Base Salary: \$23,000
Prorated Salary: \$1,040.20
2. Name: Angie Lecuyer
Position: Account Clerk/Typist
Effective Date: July 1, 2022
Tentative Permanent Date: July 1, 2023
Annual Base Salary: \$29,540
3. Name: Thomas Yakalis JR
Position: Custodial Worker
Effective Date: July 1, 2022
Tentative Permanent Date: July 1, 2023
Annual Base Salary: \$32,876
4. Name: Evie Angle
Position: Account Clerk/Typist
Effective Date: July 7, 2022
Tentative Permanent Date: July 7, 2023
Annual Base Salary: \$28,291
Prorated Salary: \$27,964.57
5. Name: Jeremy Ceisner (*pending fingerprint clearance*)
Position: Custodial Worker
Effective Date: July 11, 2022
Tentative Permanent Date: July 11, 2023
Annual Base Salary: \$32,876
Prorated Salary: \$32,243.77
6. Name: Aaron Wilkins
Position: Network and Systems Technician
Effective Date: July 11, 2022
Tentative Permanent Date: July 11, 2023
Annual Base Salary: \$60,894
Prorated Salary: \$59,722.96
7. Name: Suezanne Chrisman
Position: Teacher Aide/Student Aide
Effective Date: August 31, 2022
Tentative Permanent Date: August 31, 2023
Annual Base Salary: \$19,226

ENC. 54

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

1. Name: Alexander Varin
Position: Computer Specialist
Effective Date: July 1, 2022
Annual Base Salary: \$39,799
2. Name: Ian Turner
Position: Computer Specialist
Effective Date: July 11, 2022
Annual Base Salary: \$39,799
Prorated Salary: \$39,033.64

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

ENC. 55

Recommend that the Board increase the following provisional position:

1. Name: Randy Lozier
Position: Interscholastic Athletics Coordinator (Assignor) from 40% to 100%
Effective Date: August 1, 2022
Annual Base Salary: \$52,000
Prorated Salary: \$48,000

ENC. 56

Recommend that the Board appoint the following person(s) to a Temporary Appointment as follows for the 2022-23 school year:

1. Name: Joanne Beaudry
Position: Special Education Teacher
Effective Date: July 1, 2022 – June 30, 2023
Certification Status: uncertified (TA level 3 certification)
Annual Base Salary: \$46,773
2. Name: Ciarra Smith
Position: Teaching Assistant
Effective Date: July 1, 2022 – June 30, 2023
Certification Status: Uncertified
Annual Base Salary: \$26,314
3. Name: Heather Vanalphen
Position: Special Education Teacher
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Childhood Education (Grades 1-6) initial certificate
Annual Base Salary: \$51,126

ENC. 56 CONTINUED

4. Name: Rachel Boire
Position: Special Education Teacher
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Childhood Education grades 1-6, Emergency COVID-19
Annual Base Salary: \$49,833
5. Name: Judith Deyo
Position: Special Education Teacher
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Prekindergarten, Kindergarten, and grades 1 -6, Permanent Certificate
Annual Base Salary: \$50,478
6. Name: Jean Gonyo
Position: Special Education Teacher
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Uncertified
Annual Base Salary: \$46,773
7. Name: Rinda Foster
Position: Special Education Teacher
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Uncertified
Annual Base Salary: \$46,465
8. Name: Mandy Duell
Position: Special Education Teacher
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Uncertified
Annual Base Salary: \$46,465
9. Name: Jesse Ballard
Position: Special Education Teacher
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Uncertified
Annual Base Salary: \$46,465
10. Name: Tyler Langley
Position: Physical Education Teacher
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Uncertified
Annual Base Salary: \$46,465
11. Name: Jenna Broeker
Position: Teacher of the Deaf
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Uncertified
Annual Base Salary: \$46,773

ENC. 56 CONTINUED

12. Name: Helen Jessey
Position: Allied Health Teacher
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Uncertified (BSN,RN)
Annual Base Salary: \$47,000

13. Name: Jacoby Richards
Position: Automotive Collision Repair Teacher
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Uncertified
Annual Base Salary: \$46,465

14. Name: Heather Ford
Position: Teaching Assistant
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Uncertified
Annual Base Salary: \$26,314

15. Name: Kent Olsen
Position: Teaching Assistant
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Uncertified
Annual Base Salary: \$26,314

16. Name: Frank Mercier
Position: Security and Law Enforcement Teacher
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Security Operations 7-12, Trans A certificate
Annual Base Salary: \$51,064

17. Name: Shawn Ryan
Position: Security and Law Enforcement Teacher
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Security Operations 7-12, Initial certificate
Annual Base Salary: \$52,277

18. Name: Maria Hurteau
Position: LPN Teacher
Effective: August 31, 2022 – June 30, 2023
Certification Status: Job Skills Training Instructor, Adult Education Certificate
Annualized Salary: \$49,833

19. Name: Erin Spoor
Position: LPN Teacher .50 FTE
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Job Skills Training Instructor, Adult Education Certificate
Annualized Salary: \$27,665

ENC. 56 CONTINUED

20. Name: Alexis Dirolf
Position: Adult Literacy Teacher
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Literacy and GED Preparation Instructor Adult Education Certificate
Annualized Salary: \$52,218
21. Name: Dalton Castine
Position: Adult Literacy Teacher
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Literacy and GED Preparation Instructor Adult Education Certificate
Annualized Salary: \$51,126
22. Name: Karen Manning
Position: Adult Literacy Teacher
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Childhood Education Grades 1-6 Professional Certificate
Annualized Salary: \$53,971
23. Name: Bridget Snow
Position: Adult Literacy Teacher
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Literacy and GED Preparation Instructor Adult Education Certificate, Nursery, Kindergarten and grades 1 -6, Permanent Certificate
Annualized Salary: \$51,466
24. Name: Tiffany Snow
Position: Adult Literacy Teacher
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Literacy and GED Prep Instructor Adult Ed Extension
Annualized Salary: \$53,144
25. Name: Melissa Dubuque
Position: Teaching Assistant
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Uncertified
Annual Base Salary: \$26,062
26. Name: Kaila Inman
Position: Digital Art & Design Teacher
Effective Date: August 31, 2022 – June 30, 2023
Certification Status: Uncertified
Annual Base Salary: \$46,773

ENC. 57

Recommend that the Board appoint the following person(s) to a Part-Time Hourly Appointment for the 2022-2023 school year:

Coordinator, \$42/hour
Amy Burdo

ENC. 58

Recommend that the Board approve the following list of Special Education Summer School Staffing additions:

Teacher, hourly rate of pay per contract

Rinda Foster WAF
Melissa Slagenweit WAF
Kathleen Kotsogiannis WAF
Kelsey Harland YD

Teacher Aide/Student Aide, hourly rate of pay per contract

Kady Sharrow YD
Kelsey Harland YD

Registered Nurse, hourly rate of pay per contract

Dawn Abar WAF
Nancy Davidson WAF
Stacey Smart WAF
Katie Gushlaw WAF

Teaching Assistant, hourly rate of pay per contract

Kent Olsen WAF
Kelsey Harland YD

Teacher, \$41/hour

Jenell Waldron WAF
Jesse Ballard WAF
Nicholas Brindisi WAF
Tyler Langley WAF

Speech Language Pathologist, \$41/hour

Erica Cook WAF

Teaching Assistant, \$27/hour

Jesse Ballard WAF
Elizabeth Christon WAF

Registered Nurse, \$34/hour

Linda Delong WAF
Jacqueline Clookey-Bouissey WAF

Physical Education Teacher, \$41/hour

Tyler Langley WAF

Occupational Therapist, hourly rate of pay per contract

Lisa Briscoe WAF

School Counselor, \$41/hour

Danielle O'Mara WAF

ENC. 58 CONTINUED

Teacher Aide/Student Aide, \$15.50/hour

Isabelle Lebrun	WAF
Chloe Wendling	WAF
Jennifer Cote	WAF
Diane Katzfey	WAF
Maryssa Romeo	WAF
Lisa Whalen	YD
Brandee Nephew	WAF
Suezanne Chrisman	WAF
Elizabeth Christon	WAF
Samuel Dushane	YD
Nikki Dutton	WAF

Food Service Helper, \$15.50/hour

Jasmine Hart Knight	YD
Maria Cutting	YD

ENC. 59

Recommend that the Board approve the following Additional Work for the 2021-22 School Year:

School Bus Driver Recertification, hourly rate of pay

Kim Mayer	Not to Exceed 4 hours
-----------	-----------------------

ENC. 60

Recommend that the Board approve the following 2022 Summer Work:

Classroom Move/Setup, hourly rate of pay

Helen Jessey	not to exceed 12 hours
Jacoby Richards	not to exceed 12 hours
Kaila Inman	not to exceed 12 hours
Lisa Tallman	not to exceed 12 hours

Curriculum Development, hourly rate per contract

Helen Jessey	not to exceed 6 hours
Jacoby Richards	not to exceed 6 hours
Jennifer Parker	not to exceed 6 hours

Touch Math Trainer Training, hourly rate of pay per contract

Heather Van Alphen	not to exceed 7 hours
Maura Trombley	not to exceed 7 hours
Faye Dayton	not to exceed 7 hours
Brianna Finnegan	not to exceed 7 hours
Kaitlin Diskin	not to exceed 7 hours
Alyssa Restrepo	not to exceed 7 hours

ENC. 60 CONTINUED

Jennifer Cowling	not to exceed 7 hours
Rhona Stoffel	not to exceed 7 hours
Rachel Tousignant	not to exceed 7 hours

Touch Math Jump Start Training, hourly rate of pay per contract

Rhona Stoffel	not to exceed 6 hours
Brianna Finnegan	not to exceed 6 hours
Kaitlin Diskin	not to exceed 6 hours

Positivity Project, hourly rate of pay per contract

Sue Tourville	not to exceed 12 hours
Brandy Rosselli	not to exceed 12 hours

TCI Initial Training, hourly rate of pay per contract

Tyler Langey	not to exceed 24 hours
Stephanie Zehr	not to exceed 24 hours
Mandy Duell	not to exceed 24 hours
Jesse Ballard	not to exceed 24 hours
Lori Lawrence	not to exceed 24 hours
Danielle O'Mara	not to exceed 24 hours
Elizabeth Dugan	not to exceed 24 hours
Rinda Foster	not to exceed 24 hours
Alex Benware	not to exceed 24 hours
Joanne Poulsen	not to exceed 24 hours

Program Development, hourly rate of pay per contract

Alyssa Restrepo	not to exceed 20 hours
Heather Shaw	not to exceed 20 hours

Related Service Providers (to create Fall caseloads and schedules), hourly rate of pay

Jami Ganter	not to exceed 4 hours
Toni Perez	not to exceed 4 hours
Brooke Stevens	not to exceed 4 hours
Stephanie Zehr	not to exceed 4 hours
Kim Denton	not to exceed 4 hours
Randy Ducatte	not to exceed 4 hours
Stephanie Sorgule	not to exceed 4 hours
Heidi Wells	not to exceed 4 hours
James Anderson	not to exceed 4 hours
Paula Cormier	not to exceed 4 hours
Brigitte Phillips	not to exceed 4 hours
Rhonda Baker	not to exceed 4 hours
Philip Bean	not to exceed 4 hours
Lisa Briscoe	not to exceed 4 hours
Emma Newell	not to exceed 4 hours
Melinda Conroy	not to exceed 4 hours
Joan Hubbard	not to exceed 4 hours
Eileen Goralczyk	not to exceed 4 hours

ENC. 60 CONTINUED

Roseanna Pierce	not to exceed 4 hours
Lisa Recore	not to exceed 4 hours
Alyssa Crockett	not to exceed 4 hours
Catherine Premore	not to exceed 4 hours
Sharon Recore	not to exceed 4 hours
Sandy Ryan	not to exceed 4 hours
Elizabeth Theeman	not to exceed 4 hours
Laura Birtz-Sisson	not to exceed 4 hours
Shanni Hicks-Wilson	not to exceed 4 hours
Christie Lee	not to exceed 4 hours
Melissa Litts	not to exceed 4 hours
Tina Mitchell	not to exceed 4 hours
Sue Richards	not to exceed 4 hours
Nichole Strong	not to exceed 4 hours
Elizabeth Laundrie	not to exceed 4 hours
Jenna Broeker	not to exceed 4 hours

ENC. 61

Recommend that the Board approve the following Facilitator(s) for the 2021-22 school year:

Facilitators, \$30.00/hour

Hannah Bouaydi
Franz Pope
Conner DeLavergne

Recommend the Board approve the following Facilitators for the 2022-23 school year:

Facilitators, \$30.00/hour

Paul Jebb
Sarah Paquette
Angelina Waldron

ENC. 62

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>
Thomas Yalkalis	Custodial Worker

Recommend that the Board approve the following list of Substitute and Temporary-On-Call appointments for the 2022-23 school year:

<u>Name</u>	<u>Title</u>
Kim Mayer	Bus Driver
Leslie Plante	Clerk
Donald Bush	Cleaner/Messenger
Todd Mayo	Cleaner/Messenger
Paul GhenoIU	Cleaner/Messenger
Bryan Walton	Musical Instrument Repair Tech
Nick Holzer	Computer Lab Assistant

ENC. 62 CONTINUED

Kolbee Lapoint	Computer Lab Assistant
Chase Rabideau	Computer Lab Assistant
Debbie Geddes	Account Clerk/Typist – Retiree
Diane Leavine	Sr. Stenographer - Retiree
Sanford Coakley	Principal
Christopher Mazzella	Principal
Thomas Ryan	Principal
Jennifer Christensen	Principal
Jim McCartney	Administrator for Adult Services at \$400/day

ENC. 63

Recommend the Board establish the following temporary on-call rates for the 2022-2023 school year effective July 1, 2022.

Title (Temporary-On-Call)	2021-22	Type	2022-2023	Type
Teacher	\$120	Daily	\$125	Daily
Counselor	\$120	Daily	\$125	Daily
Nurse (RN)	\$140	Daily	\$145	Daily
Teaching Assistant	\$100	Daily	\$110	Daily
Teacher Aide/Job Placement Aide	\$90	Daily	\$100	Daily
Custodial Worker	\$14	Hourly	\$16	Hourly
Building Maintenance Mechanic	\$15	Hourly	\$17	Hourly
Custodial/Building Maintenance Mechanic - Retiree	\$16	Hourly	\$19	Hourly
Bus Driver	\$20	Hourly	\$21	Hourly
Cook	\$14	Hourly	\$16	Hourly
Food Service Helper	\$13.50	Hourly	\$15	Hourly
Musical Instrument Repair Technician	\$19.75	Hourly	\$20	Hourly
Audio Visual Repair Technician	\$14.67	Hourly	\$15	Hourly
Cleaner Messenger	\$14	Hourly	\$16	Hourly
Computer Specialist	\$15	Hourly	\$16	Hourly
Computer Lab Assistant	\$14.50	Hourly	\$15	Hourly
Laborer	\$14	Hourly	\$15	Hourly
Temporary-On-Call Clerical (Clerk, Typist, Account Clerk/Typist, Stenographer, and Senior Stenographer)	\$13.50	Hourly	\$16	Hourly
Temporary-On-Call Clerical – CVES Retiree	\$16	Hourly	\$19	Hourly
Principal	\$350.00	Daily	\$365	Daily
Administrator	\$450.00	Daily	\$465	Daily

ENC. 64

Appoint Representatives for the Clinton & Essex County School Boards Association for 2022-23.
(2021-22 Representative for Clinton County was Richard Harriman Sr.)
(2021-22 Representative for Essex County was Michael St. Pierre)

ENC. 65

Appoint Voting Delegate/Alternate for New York State School Boards Convention.
(2021-22 Delegate was Ed Marin, Alternate was Richard Harriman, Sr.)

ENC. 66

Appoint NYSSBA Legislative Liaison.
(2021-22 Delegate was Richard Harriman Sr.)

ENC. 67

Recommend that the Board approve the following request(s) for approval of attendance to conference/workshop for the following Board member(s):

1. Leisa Boise, William Malott, Ed Marin, & Michael St. Pierre
NYSSBA Leadership Conference
August 12-13, 2022 Albany, NY (overnight accommodations needed)
2. Leisa Boise, William Malott, Ed Marin, Michael St. Pierre
2022 NYSSBA Annual Convention
October 27-29, 2022 Syracuse, NY (overnight accommodations needed)

ENC. 68

Be it resolved, that upon the recommendation of the District Superintendent and the CVES Rebranding Committee, that the Board approve the Rebranding of CVES logos as presented.

ENC. 69

Recommend that the Board approve updates of any names, titles, numbers throughout the District-Wide and all building level Safety Plans to reflect staffing changes/updates, as well as any technology instruction modifications as a result of equipment upgrades, from July 1, 2022 through June 30, 2023.

ENC. 70

Recommend that the Board adopt the following Revised Policy:

#5300 Code of Conduct

ENC. 71

Policies To Be Reviewed Annually

1. #6240 Investment Policy
2. #6700 Policy and Procedures Governing Procurements of Goods and Service Enacted in Accordance with General Municipal Law § 104-b
3. #6700-E.1 Purchasing Exhibit

ENC. 72

Policy Requiring Board Member's Signature

1. #2160 BOCES Board Officer and Board Member Responsibilities

Please sign last page and return to District Clerk

ENC. 73

Recommend that the Board approve the Memorandum of Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the 12-Month Support Staff that acknowledges and agrees to add the position of Interscholastic Athletics Coordinator (Assignor) to the bargaining unit. (attached)

ENC. 74

Recommend that the Board approve the Memorandum of Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the Champlain Valley Educational Services United Professionals, in regards to removal of HRA, salary adjustments, and LBA. (attached)

ENC. 71

CLINTON-ESSEX-WARREN-WASHINGTON BOCES

6240

INVESTMENTS

1. SCOPE

This investment policy applies to all moneys and other financial resources available for investment on its own behalf or on behalf of any other entity or individual.

2. OBJECTIVES

The primary objectives of the BOCES' investment activities are, in priority order,

- to conform with all applicable federal, state and other legal requirements (legal);
- to adequately safeguard principal (safety);
- to provide sufficient liquidity to meet all operating requirements (liquidity); and
- to obtain a reasonable rate of return (yield).

3. DELEGATION OF AUTHORITY

The governing board's responsibility for administration of the investment program is delegated to the treasurer who shall establish written procedures for the operation of the investment program consistent with these investment guidelines. Such procedures shall include an adequate internal control structure to provide a satisfactory level of accountability based on a data base or records incorporating description and amounts of investments, transaction dates, and other relevant information and regulate the activities of subordinate employees.

4. PRUDENCE

All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the BOCES to govern effectively.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of the principal as well as the probable income to be derived.

All participants involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

5. DIVERSIFICATION

It is the policy of the BOCES to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling.

6. INTERNAL CONTROLS

It is the policy of the BOCES for all monies collected by any officer or employee of the government to transfer those funds to the treasurer within three business days of receipt, or within the time period specified in law, whichever is shorter.

The treasurer is responsible for establishing and maintaining an internal control structure to provide reasonable, but not absolute, assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly, and are managed in compliance with applicable laws and regulations.

7. DESIGNATION OF DEPOSITARIES

The banks and trust companies authorized for the deposit of monies up to the maximum amounts will be designated annually by the Board.

8. COLLATERALIZING OF DEPOSITS

In accordance with the provisions of General Municipal Law, § 10, all deposits of BOCES, including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured by those instruments authorized by Paragraph 3, Section 10 of Article Two of the GML, as said law now exists or as hereafter amended.

9. SAFEKEEPING AND COLLATERALIZATION

Eligible securities used for collateralizing deposits shall be held by depositary or a third party bank or trust company subject to security and custodial agreements as determined by the treasurer.

The security agreement shall provide that eligible securities are being pledged to secure the BOCES deposits together with agreed upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon default. It shall also provide the conditions under which the securities may be sold, presented for payment, substituted or released and the events which will enable the BOCES to exercise its rights against the pledged securities. In the event that the

securities are not registered or inscribed in the name of the BOCES, such securities shall be delivered in a form suitable for transfer or with an assignment in blank to the BOCES or its custodial bank.

The custodial agreement shall provide that securities held by the bank or, trust company, or agent of and custodian for, the BOCES, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement should also describe that the custodian shall confirm the receipt, substitution or release of the securities. The agreement shall provide for the frequency of revaluation of eligible securities and for the substitution of securities when a change in the rating of a security may cause ineligibility. Such agreement shall include all provisions necessary to provide the BOCES a perfected interest in the securities.

10. PERMITTED INVESTMENTS

As authorized by General Municipal Law § 11, the BOCES authorizes the treasurer to invest moneys not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- Special time deposit accounts;
- Certificates of deposit;
- Obligations of the United States of America;
- Obligations guaranteed by agencies of the United States of America where the payment of principal and interest are guaranteed by the United States of America;
- Obligations of the State of New York;
- Obligations issued pursuant to LFL § 24.00 or 25.00 (with approval of the State Comptroller) by any municipality, BOCES or district corporation other than the BOCES;
- Obligations of public authorities, public housing authorities, urban renewal agencies and industrial development agencies where the general State statutes governing such entities or whose specific enabling legislation authorizes such investments.
- Certificates of Participation (COPs) issued pursuant to GML § 109 b. Obligations of this BOCES, but only with any moneys in a reserve fund
- Obligations of this BOCES, but only with any moneys in a reserve fund established pursuant to GML §§ 6 c, 6 d, 6 e, 6 g, 6 h, 6 j, 6 k, 6 m, or 6 n.

All investment obligations shall be payable or redeemable at the option of the BOCES within such times as the proceeds will be needed to meet expenditures for purposes for which the

moneys were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable at the option of the BOCES within two years of the date of purchase.

11. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The BOCES shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amount of investments which can be made with each financial institution or dealer. All financial institutions with which the BOCES conducts business must be credit worthy. Banks shall provide their most recent

Consolidated Report of Condition (Call Report) at the request of the BOCES. Security dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers. The treasurer is responsible for evaluating the financial position and maintaining a listing of proposed depositories, trading partners and custodians. Such listing shall be evaluated at least annually.

12. PURCHASE OF INVESTMENTS

The treasurer is authorized to contract for the purchase of investments:

- a. Directly, including through a repurchase agreement, from an authorized trading partner.
- b. By participation in a cooperative investment program with another authorized governmental entity pursuant to Article 5G of the General Municipal Law where such program meets all the requirements set forth in the Office of the State Comptroller Opinion No. 88-46, and the specific program has been authorized by the governing board.
- c. By utilizing an ongoing investment program with an authorized trading partner pursuant to a contract authorized by the governing board.

All purchased obligations, unless registered or inscribed in the name of the BOCES, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the BOCES by the bank or trust company. Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law, § 10.

The custodial agreement shall provide that securities held by the bank or trust company, as agent of and custodian for, the BOCES, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement shall describe how the custodian shall confirm the receipt and release of the securities. Such agreement shall include all provisions necessary to provide the BOCES a perfected interest in the securities.

13. REPURCHASE AGREEMENTS

Repurchase agreements are authorized subject to the following restrictions:

- All repurchase agreements must be entered into subject to a Master Repurchase Agreement.
- Trading partners are limited to banks or trust companies authorized to do business in New York State and primary reporting dealers.
- Obligations shall be limited to obligations of the United States of America and obligations guaranteed by agencies of the United States of America.
- No substitution of securities will be allowed.
- The custodian shall be a party other than the trading partner.

Adopted March 11, 2015

**POLICY AND PROCEDURES GOVERNING PROCUREMENTS
OF GOODS AND SERVICES ENACTED IN ACCORDANCE WITH
GENERAL MUNICIPAL LAW § 104-b**

The following procedures shall be followed regarding all procurements of goods and services including those which are not required to be made pursuant to the competitive bidding requirements of General Municipal Law § 103 (1).

DETERMINATION OF WHETHER PUBLIC BIDDING IS REQUIRED

The School Business Official shall determine whether public bidding is required.

The determination of public bidding for a particular item shall be based on the total acquisition cost of the same or similar items during the entire school year or term of the contract.

See Chart 6700-E.1 incorporated as part of this policy.

WHEN PARTICULAR ALTERNATE PROPOSALS SHALL BE USED

All documentation shall be filed with the Purchasing Agent and the Board shall, in its resolution of award, make reference to the quotations received and the fact that the documents regarding the quotations are filed with the Purchasing Agent.

PROCEDURE WHEN AWARD IS NOT MADE TO THE LOWEST SUPPLIER

An award need not be awarded to the lowest supplier when:

- the award is based on best value.
- the bidder is not a responsible bidder.
- the language submitted by the bidder imposes conditions which, in the written opinion of the District Superintendent or attorney, are not in the best interests of BOCES.
- the bidder fails to demonstrate that the item or service can be delivered at the appropriate time.
- the proposed product, in the written opinion of the Purchasing Agent, is not compatible with the products which interact with the product desired to be acquired.
- in relation to personnel services, that there is an existing relationship and such continued relationship is in the best interests of BOCES.
- in relation to personnel services, that the experience or educational basis is not the same. It is the desire of the Board to acquire the best professional services available to meet the needs of BOCES. When proposals are received for personnel services, the Board shall consider the professional experience of the applicants in rendering similar services to

other school districts or to this school district. When personnel services are awarded on the basis of experience and background, the resolution of the Board shall identify the various elements considered in making the award.

- BOCES shall give preference in purchasing instructional materials to any vendor able to provide those materials in alternative formats.

WHEN NO BID IS RECEIVED

When the procedures are followed and no bid is received, the Board shall, by resolution, set forth another method to follow to obtain a quote. The procedures shall then be followed.

PROCEDURES OF § 103 (1)

In all situations, the District Superintendent may elect to follow the procedures of General Municipal Law § 103 (1) even though bidding is not required by law or the anticipated cost is under the statutory limits.

ALTERNATE FORMAT

BOCES shall give preference in purchasing instructional materials to any vendor able to provide those materials in alternative formats.

COOPERATIVE PURCHASING

The Board of Cooperative Educational Services endorses the concept of cooperative purchasing when such method is in the best interest of BOCES. The Purchasing Agent is authorized to explore the possible participation by the Supervisory district in cooperative purchasing ventures with other district and municipalities. All proposals and contracts for cooperative purchasing ventures shall be submitted to the BOCES Board for consideration and approval.

All construction contracts must be advertised, bid on and awarded in accordance with the BOCES' policy and procedures for competitive bidding. No school building may be erected, purchased, repaired, enlarged or remodeled, nor will an advertisement for bids for the execution of the plans and specifications for a school building be placed in the supervisory district, at an expense that will exceed \$10,000 until the plans and specifications have been submitted to the Commissioner of Education and his/her approval received. Such plans and specifications will show in detail the ventilation, heating and lighting of such buildings.

ANNUAL REVIEW

This policy shall be reviewed annually. The annual review shall take place during the first six weeks of the beginning of the school year. This policy shall be considered a continuing policy unless modified by resolution of the Board.

PRIOR CONSULTATION

Before enacting this resolution, comments concerning the policies and procedures were solicited from the District Superintendent, School Business Official Treasurer, Internal Auditor, and Purchasing Agent.

Adopted March 11, 2015

PURCHASING EXHIBIT*Methods of Competition To Be Used For Non-Bid Procurement*

	Verbal Quotes			Written Quotes		Bid	RFP	Other
	0	2	3	3	More than 3			
Purchase Contracts up to \$19,999:								
Under \$800	X							
\$800 - \$1,499		X						
\$1,500 - \$4,999				X				
\$5,000 - \$19,999					X			
\$20,000 total or more						X		
Public Work Contracts Up to \$34,999								
Under \$1,000	X							
\$1,000 - \$4,999			X					
\$5,000 - \$9,999				X				
\$10,000 - \$34,999					X			
\$35,000 total or more						X		
Emergencies								X
Insurance					X			
Professional Services*							X	
Leases of Personal Property								X
Second-Hand Equip. from Other Governments								X
Certain Food & Milk Purchases								X
Certain Municipal Hospital Purchases								X
Sole Source <i>(For example, a monopoly, a patented item, certain textbooks and educational publications.)</i>								X

Cooperative bids, state contracts, county contracts or preferred vendors must be utilized prior to initiating a non-bid procurement. Obtain procedures from the division office.

General Municipal Law requires that similar procurements that exceed \$20,000 in a fiscal year must be grouped together for the purpose of determining whether a particular item or group of items must be bid. Such bids will be made at the discretion of the Business Manager.

* An RFP may be required; however, contracts for professional services may be awarded without competitive bidding.

DEFINITIONS:

Purchase Contract: An order for supplies and/or equipment or other goods.

Public Works Contract: An order for the construction or repair of any building, structure, fixture or other improvement on real property including all materials used and all work, labor and other services rendered in connection with such construction or repair.

Professional Services: A service involving specialized skill, training and expertise, use of professional judgment or discretion, and/or a high degree of creativity.

RFP: Request For Proposal

Adopted July 13, 2011

CLINTON-ESSEX-WARREN-WASHINGTON BOCES

2160

BOCES BOARD OFFICER AND BOARD MEMBER RESPONSIBILITIES

Pursuant to the provisions of Section 806 of the General Municipal Law, the Board of Cooperative Educational Services (hereinafter "Board") promulgates these rules of ethical conduct for the Board members, officers and employees of the school district. These rules shall not conflict with, but shall be in addition to, any prohibition of Article 18 of the General Municipal Law or any other general or special law relating to ethical conduct and interest in contracts by municipal officers and employees.

Definitions

1. "Officer or Employee" means an officer or employee of the Clinton-Essex-Warren-Washington BOCES, whether paid or unpaid, including members of the Board of Education, and their professional or nonprofessional staff and appointees.
2. "Interest" means a direct or indirect financial or material benefit, but does not include any benefit arising from the provision or receipt of any services generally available to the residents or taxpayers of the school district, or a lawful class of such residents or taxpayers. An officer or employee is deemed to have an interest in any private organization when he or she, his or her spouse, or a member of his or her household, is an owner, partner, member, director, officer, employee, or directly or indirectly owns or controls more than 5% of the organization's outstanding stock.

Standards of Conduct

Every officer and employee of the Clinton-Essex-Warren-Washington BOCES shall be subject to and abide by the following standards of conduct:

1. *Gifts:* He/she shall not directly or indirectly solicit any gift or accept or receive any gift having a value of \$75 or more, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise, or any other form, under circumstances in which it could reasonably be inferred that the gift was intended to influence him or her in the performance of his or her official duties or was intended as a reward to any official action on his or her part. However, the Board welcomes and encourages the writing of letters or notes expressing gratitude or appreciation to staff members.

Nothing herein should be construed as prohibiting the traditional exchange of holiday gifts between officers or employees, provided discretion is used to ensure that gifts having a value of \$75 or more are not accepted by any officer or employee. Gifts from children that are principally sentimental in nature and have a value of less than \$75 may be accepted in the spirit in which they are given.

2. *Confidential Information:* He/she shall not disclose confidential information acquired by him or her in the course of his or her official duties or use such information to further his or her personal interest. In addition, he/she shall not disclose information regarding any matters discussed in an executive session of the Board whether such information is deemed confidential or not.
3. *Disclosure of Interest:*
 - (a) Whenever a matter requiring the exercise of discretion comes before him or her, either individually or as a member of the Board, and disposition of the matter could result in a direct or indirect financial or material benefit to himself or herself, a relative, or any private organization in which he or she is deemed to have an interest, the officer or employee shall disclose in writing the nature of the interest.
 - (b) The disclosure shall be made when the matter requiring disclosure first comes before the officer or employee, or when the officer or employee first acquires knowledge of the interest requiring disclosure, whichever is earlier.
 - (c) The disclosure shall be filed with the person's supervisor or, if the person does not have a supervisor, the disclosure shall be filed with the Board. Any disclosure made to the Board shall be made publicly at a meeting of the Board and must be included in the minutes of the meeting.
4. *Investments in Conflict With Official Duties:* He/she shall not invest or hold an investment directly in any financial, business, commercial or other private transaction that creates a conflict or would otherwise impair the person's independence of judgment in the exercise or performance of his or her official duties.
5. *Private Employment:* He/she shall not engage in, solicit, negotiate for or promise to accept private interests when that employment or service creates a conflict with or impairs the proper discharge of his or her official duties.
6. *Future Employment:* An officer or employee shall not, after the termination of service or employment with the school district or Board, appear before the school district or Board or any panel or committee of the Board, in relation to any case, proceeding, or application in which he or she personally participated during the period of his or her service or employment or that was under his or her active consideration. This shall not bar or prevent the timely filing by a present or former officer or employee of any claim, account, demand or suit against the district on his or her own behalf or on behalf of any member of his or her family arising out of any personal injury or property damage or for any lawful benefit authorized or permitted by law.

Distribution of Code of Ethics

The District Superintendent shall cause a copy of the Board's Code of Ethics and this accompanying regulation to be distributed to every officer and employee of the school district.

Each officer and employee elected or appointed thereafter shall be furnished a copy before entering upon the duties of his or her office or employment. In addition, the District Superintendent shall ensure that a copy of Article 18 of the General Municipal Law shall be kept posted in each public building under the district's jurisdiction in a place conspicuous to the district's officers and employees.

Penalties

In addition to any penalty contained in any other provision of law, any person who shall knowingly and intentionally violate any of the provisions of the Board's Code of Ethics and its accompanying regulation may be fined, suspended or removed from office or employment, as the case may be, in the manner provided by law.

Adopted May 14, 2014

BOCES BOARD OFFICER AND BOARD MEMBER RESPONSIBILITIES EXHIBIT*

As a member of my Board of Cooperative Educational Services, I will strive to improve public education, and to that end I will:

- attend all Board Meetings insofar as possible, and become informed concerning the issues to be considered at those meetings;
- recognize that I should endeavor to make policy decisions only after full discussion at publicly held Board Meetings;
- render all decisions based on the available facts and my independent judgment, and refuse to surrender that judgment to individuals or special interest groups;
- encourage the free expression of opinion by all Board Members, and seek systematic communications between the Board and students, staff, and all elements of the community;
- work with other Board Members to establish effective Board policies and to delegate authority for the administration of the schools to the District Superintendent;
- communicate to other Board Members and the District Superintendent expressions of public reaction to Board policies and school programs;
- maintain familiarity with educational issues through study and participation in programs providing needed information, such as those sponsored by state and national school boards associations;
- support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff;
- avoid being placed in a position of conflict of interest, and refrain from using my Board position for personal or partisan gain;
- take no private action that will compromise the Board or administration, and respect the confidentiality of information that is privileged under applicable law; and
- remember always that my first and greatest concern must be the educational welfare of the students.

Board Member Signature

Date

* These guidelines are designed to reinforce the understanding of each Board Member's responsibilities.

Adopted May 14, 2014

**MEMORANDUM OF AGREEMENT
BETWEEN**

**Champlain Valley Educational Services
and
The Champlain Valley Educational Services 12-Month Support Staff**

July 13, 2022

WHEREAS, the title of Interscholastic Athletics Coordinator is now being made a full-time position by BOCES, and the parties desire to include that position within the negotiations unit represented by the 12-Month Support Staff Unit pursuant to Article 2, paragraph A, of the parties' collective bargaining agreement for the term July 1, 2019- June 30, 2023 (herein the "CBA"); and

WHEREAS, the parties have met and conferred as to the terms and conditions of such title;

NOW, THEREFORE, except as revised or amended below, the language of the CBA will continue in full force and effect with respect to the added title. The agreed-upon revisions will be effective upon ratification by the parties and will continue thereafter in any successor agreement until changed by agreement of the parties.

1. ARTICLE 2: Change provisions to add Interscholastic Athletics Coordinator to the list of positions that follow the statement below:
 - A. The BOCES hereby recognizes the SSE as the sole and exclusive bargaining agent for the personnel employed at least 50% in any one of the following titles:

2. ARTICLE 4: Change provisions to add Interscholastic Athletics Coordinator to list of positions in chart of Article 4, section B, that follow the statement below:
 - A. The workday for the following employees will be (7) hours per day exclusive of an unpaid minimum meal break of one-half (1/2) hour:

3. ARTICLE 4: Add subset 1. after the position chart in section B.
 1. Interscholastic Athletics Coordinator will have the flexibility of scheduling at the direction and approval of the Interscholastic Athletics Administrator.

3. Other Matters:

Starting salary for interscholastic athletics coordinator to be added to Schedule A during future negotiations.

All other CBA provisions: Unless specifically qualified here, employees in the title of Interscholastic Athletics Coordinator shall receive all contractual benefits.

THEREFORE, the parties have agreed and accepted:

DATED: July 13, 2022

FOR THE BOCES:

Dr. Mark C. Davey, District Superintendent

FOR 12-MONTH SUPPORT:



Kim Wimett, Unit President

ENC. 74

Memorandum of Agreement
Between the
Board of Cooperative Educational Services
Sole Supervisory District of Clinton, Essex, Warren, and Washington Counties
And the
Champlain Valley Educational Services United Professionals,
Local 4807 NYSUT, AFT, NEA, AFL-CIO

AGREEMENT made this ____ day of _____ 2022 by and between the Board of Cooperative Educational Services, hereinafter referred to as the BOCES, and CVES United Professionals, hereinafter referred to as the Association, as follows:

WHEREAS, BOCES and the Association are parties to a Collective Bargaining Agreement in effect from July 1, 2019 through June 30, 2024; and

WHEREAS, the contract provides select members with an health reimbursement account (HRA) for all active unit members as of July 1, 2015,

THEREFORE, the parties agree to the following salaries and health insurance stipulations:

- 1. Increase 2022-2023 base salaries for association members.**
 - a. Teaching assistants in the unit as of June 1, 2022, will have their 2022-2023 base salary increased after the negotiated raise by \$2,000.
 - b. All other association members in the unit as of June 1, 2022, will have their 2022-2023 base salary increased after the negotiated raise by \$3,000.
- 2. Remove all association members' access to the HRA in the contract**
 - a. As of July 1, 2022, all member access to HRA is eliminated.
 - b. For members who retire prior to July 17, 2022, the HRA shall continue through age 65 or when a retired employee or spouse becomes Medicare eligible.
- 3. Add language for Licensed Behavior Analyst (LBA) training**
 - a. When CVES administration provides supervision for a member to become LBA certified, after completion of the training the member will stay an employee of CVES for 2 years beyond the date of certification received. If the employee voluntarily resigns within those 2 years, they will be required to reimburse CVES the cost of supervision up to \$5,000.
- 4. The terms of this agreement shall be enforced through the grievance and arbitration provisions of the CBA.**

Dr. Mark C. Davey, Superintendent
Clinton-Essex-Warren-Washington BOCES

Elizabeth Landrie, Unit President
CVES United Professional

DATE

DATE

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: June 29, 2022
RE: July 2022 Board Report

As another year comes to a close, Instructional Services worked closely with our CVES team and our component districts to finish out the school year. Projects included facilitating vendor scoring for Grade 4 and 8 NYS Science Exams and High School Regents Exams as well as the NYSESLAT. Our instructional technology team began the process of onboarding three new districts for the start of the new school year. Our Communications Team was very busy conducting live streams of celebrations and graduation ceremonies. We were privileged to be a part of these events for the students and schools we serve.

WELCOME TOM SMITH, HEALTH SAFETY, RISK MANAGEMENT SPECIALIST



We are excited to welcome Tom Smith, as our new Health, Safety, Risk Management Specialist filling the position vacated by Jeff Sisson. Tom comes to CVES most recently from the Clinton County Health Department where he served as a Health Educator. Prior to his position with CCHD, Tom was a social studies teacher in the Westport School District and then the merged Boquet Valley School District. Tom has an extensive background in supporting multiple sites with health and safety training during his time working for Mountain Lake Services as a Staff Education and Development Coordinator. Tom started with us on June 27th and during his first few days, he has reached out to area Directors of Facilities and Transportation Supervisors, made connections with other experts in the field at BOCES around the state, and set up required bus driver training for August. He has truly hit the ground running and we look forward to having Tom as part of our Instructional Services team.

INSTRUCTIONAL TECHNOLOGY GROWTH

Our Instructional Technology Co-Ser 564 continues to be in demand for our component districts. This past month the current team met with the three school districts that will be adding our on-site services for the 2022-2023 school year. Several lessons were learned while onboarding new schools during this school year that has led to a more in-depth preparation process. With summer school programming starting immediately in July, it is important that schools have confidence in their technology services. This new, hands-on process is providing a smooth transition to our services.



COMMUNICATIONS LIVE STREAMING

Live streaming end of year events was not new during the pandemic but the communications team has continued to provide this service, bringing student milestones to family and friends far and wide. The new challenge is that while schools used to have staggered graduations at the SUNY Plattsburgh Field House, during the pandemic, component districts were forced to use their own on-site venues. This has led to our component districts that use our service having graduations on the same evening at the same time. Our team of four has stepped up and because there was a fifth school, we are fortunate to have a talented technology team. Thank you to Ted Santaniello for supporting this important work. In addition to the five district graduation ceremonies, our team also live streamed the Special Education graduation at Giltz Auditorium, the HSE graduation from our Conference Center, and the CV-TEC graduations from Moriah High School and from the Ronald B. Stafford Ice Arena at SUNY Plattsburgh.



LEADERSHIP TEAM – DARE TO LEAD

At the June Administrators meeting, our team continued to participate in exercises from the *Dare to Lead* book study. Our original plan was to break down several activities but the open, honest conversations around “Assembling Your Armor” and the “Cave you Fear to Enter,” was a powerful and draining exercise. The dialogue was rich and we left the room more aware of our armor building tendencies and how to support each other to avoid those growth inhibiting habits.

INSTRUCTIONAL SERVICES SUMMER WORKSHOPS ANNOUNCED

In-person and even virtual professional development has been difficult to achieve this year due to substitute shortages and the exhaustion of many educators. Instructional Services is hoping to utilize the summer to help regional teachers and administrators achieve their professional learning goals.

- July 25th – 8:30 AM to 11:30 AM – Dive into the Next Gen Standards and Resources for ELA
- July 26th & 27th – 8:00 AM to 3:30 PM – Drug Impairment Training for Educators Course (offered in collaboration with the New York State Police)
- July 28th – 8:30 AM to 11:30 AM – Dive into the Next Gen Standards and Resources for Math
- August 2nd – 8:30 AM to 11:30 AM – Dive into the Science Learning Standards and Resources
- August 4th – 8:30 AM to 11:30 AM – Dive into the Social Studies K-12 Framework
- August 8th – 8:30 AM to 11:30 AM – Culturally Responsive-Sustaining Education Framework
- August 9th – 9:00 AM to 3:00 PM – Orton-Gillingham Training
- August 17th – 8:30 AM to 11:30 AM – Save the Last Word: Vocabulary of DEI Work
- August 23rd – 8:30 AM to 3:00 PM – Gearing Up for 2022-2023

POSITIVE FEEDBACK

A big shout out to the Print Shop!

Today we sent our approved proof to them for our graduation program.

Our principal was headed up there today to drop off tests and was hoping to pick them up today.

I asked and the print shop delivered!

We really appreciate they did this for us and I wanted to let you know.



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

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

CVES MISSION

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

TO: Dr. Mark C. Davey
FROM: Michele M. Friedman
DATE: June 29, 2022
RE: July 2022 Board Report

CV-TEC Celebrates 353 CTE Graduates & 91 HSE/GED Graduates

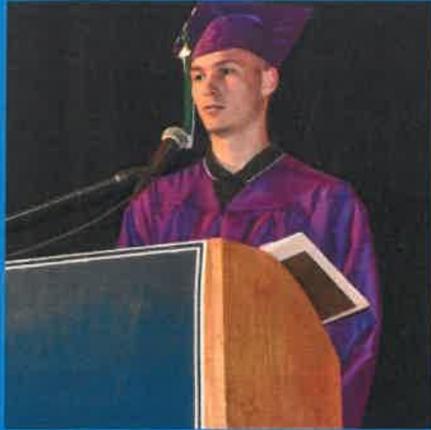
Congratulations to the 353 CTE Graduates and the 91 HSED/GED Graduates of the CV-TEC Class of 2022!

Three graduation ceremonies were held for three CV-TEC CTE Campuses and the CV-TEC OWS Campus in June and can be viewed on our CVES YouTube channel:

<https://www.youtube.com/c/ChamplainValleyEducationalServices/videos>.

Our CTE graduates were recognized for completing their NYSED CTE Approved Programs of Study, New Visions, PreCTE and LPN Programs. Students were also celebrated for earning the NYSED Advanced Regents Designation: CTE Technical Endorsement for excellence in Career and Technical Education, achievement of the President's Award for Academic Excellence, membership into the National Technical Honor Society, attainment of the National Work Readiness Credential and the NYSED Career Development & Occupational Studies (CDOS) Credential, and various other scholarships and recognitions. Our HSED/GED graduates were recognized for earning their High School Equivalency Diploma.

Alanna Goulette (Post-Secondary, LPN), Sadie Dumas (Northeastern Clinton Central School), Shelbie Rice (Schroon Lake Central School) were awarded the 2022 CV-TEC Award of Excellence for their outstanding achievements during their time at CV-TEC. Congratulations to all of our CV-TEC Graduates!



Class
OF
2022

136 High School Students Earn the NYSED Board of Regents Advanced Regents Designation: CTE Endorsement:

- NYSED Advanced Regents Designation: CTE Endorsement:**
 Students who successfully complete their CTE Program of study with a cumulative GPA of 85% or higher or previously passed a NYSED approved industry technical assessment, successfully completed an industry approved performance assessment, completed the CV-TEC Professional Portfolio Requirements and Employability Skills Competencies Assessment, and all NYSED graduation requirements are eligible to earn Advanced Regents Designation: CTE Endorsement on their high school diploma.



TOTAL CTE HIGH SCHOOL GRADUATES: 3 3 1

**NYSED Regents Advanced Designation
 CTE Endorsement Eligible*: 2 7 2**

**NYSED Regents Advanced Designation
 CTE Endorsement Earned*: 1 3 6**

Component District High School Results:

Number of Students Earning NYSED Regents Advanced Designation:
 CTE Endorsement:

AVCS	7	BCS	15
BVCSD	3	CHAZY	10
CROWN PT	8	KEENE	3
MORIAH	10	NAC	16
NCCS	16	PERU	11
PHS	12	SARANAC	9
SCHROON	4	TICONDEROGA	11
WILLSBORO	1		

**Students enrolled in a NYSED-approved two-year CTE program of study at a school district or BOCES* who successfully complete all requirements and pass the three-part technical (industry) assessment earn the advanced designation: technical endorsement [CR 100.5(d)(6)(ii)(b)].*
<http://www.nysed.gov/career-technical-education/technical-endorsement>

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: July 2022
 Re: Board of Cooperative Educational Services Report

Strong Finish to an Extraordinary Year

As an organization, we are proud of the accomplishments shared this past year through the tireless work of all our employees with the goal of providing the best services possible to our students and to the region. The month of June allowed us to put an exclamation point on this most challenging year as we were able to return to in-person events, without restriction, to bring conclusion to the 2021-22 school year. Being able to do so was as important to our faculty and staff as it was to our students and families. Below, you will find pictures highlighting the following end of the year events.

- Kindergarten Graduates
- Graduation Ceremony
- Field Days
- Prom on Plattsburgh’s Campus
- PBIS Awards
- Positivity Project
- Red Carpet Tradition Honoring our Retirees

Kindergarten Graduates



Graduation Ceremony



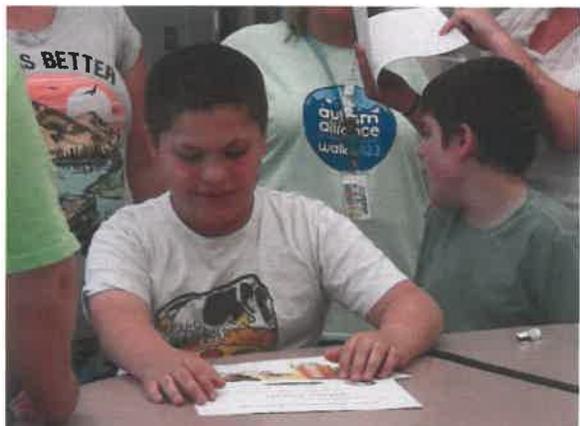
Field Days



Prom



Assemblies and Awards



Red Carpet Tradition Honoring our Retirees

