

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

DATE: November 9, 2022
KIND OF MEETING: Regular Board Meeting
PLACE: Yandon-Dillon Center – Mineville, NY

Board Members Present:

Leisa Boise
Kathy Comins-Hunter
Richard Harriman, Sr.
Thomas McCabe
Bruce Murdock
Emily Phillips
Lori Saunders *arrived at 6:20pm*
Florence Sears
Michael St. Pierre
Donna Wotton

Board Members Absent:

Patricia Gero
Donna LaRocque
William Malott
Ed Marin

Executive Officer:

Dr. Mark C. Davey

Board Clerk:

Meaghan Rabideau

Others Present:

Amy Campbell
Michele Friedman
Matthew Slattery
Eric Bell
James Bouffard
Eric Robert
Paul Lamoy

MEETING
TO ORDER

Board President St. Pierre called the meeting to order at 6:00 p.m.

EXECUTIVE
SESSION

Mr. Murdock moved, seconded by Mrs. Boise, that the Board go into Executive Session at 6:02 p.m., for the following reasons: #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; and #9 - A matter related to a specific student of the district. All Board Members present voted yes—motion carried.

In Executive Session, Dr. Davey and the Board first reviewed confidential staff matters including hiring recommendations, personnel matters, and anticipated retirements. Next, Dr. Davey shared various labor relations matters including a Stage II Grievance response by the District Superintendent regarding a matter involving the CVES United Professionals Association. A discussion occurred regarding an anticipated Memorandum of Agreement (MOA) with CVES' Teacher Aides and CSEA to address increases in the upcoming rise in the minimum wage which will occur on December 31, 2022. Additional labor management topics discussed with the Board included needed staffing and responsibility updates which may require an MOA. Third, an update was provided on implementing the State's Health Care Workers Bonus program and which CVES staff have been determined to meet the recommended guidelines for NYS schools. Lastly, the Board was updated on several confidential student disciplinary matters that involved local law enforcement. Mrs. Boise moved, seconded by Mr. Murdock, that the Board come out of Executive Session at 6:44 p.m. All Board Members present voted yes—motion carried.

Note: Lori Saunders, Board member, arrived at the meeting at 6:20 p.m.

Page 2
Board Minutes
November 9, 2022

CAPITAL PROJECT
UPDATE

Dr. Davey introduced the Capital Project's team of presenters, including CVES' Eric Bell, James Bouffard of Tetra Tech Architects & Engineers, Eric Robert, and Paul Lamoy of SchoolHouse Construction LLC. First, Mr. Bell commended the team for their work and partnership and highlighted CVES' upcoming Phase 2 Capital Project cornerstones, overall scope, and major tenants. Next, Mr. Bouffard reviewed the crucial infrastructure for all campuses starting with Mineville, which includes HVAC improvements to the administrative suite and classrooms and a whole building generator. At the Plattsburgh Campus, HVAC improvements are recommended in the Rise Center for Success wing, whole building generator(s), and remaining windows and exterior doors which were not yet replaced. Lastly, improvements planned for the CVES Conference Center infrastructure will include reconstructing the south building's north wall. Mr. Robert then presented the project's budget with considerations for current bid market factors (material shortages, pandemic, labor shortages, etc.). Mr. Robert explained to the Board that bid alternates might impact the level of quality or scope of the planned work specified in the base bid. For this project, alternates include exterior windows and doors at Plattsburgh Campus for CV-TEC and the Rise Center. Lastly, Mr. Lamoy reviewed the project's anticipated timeline. This timeline contains our planned Phase Two final recommended adjustments in design, SED review and approval, the projected bid process and primary construction period (April 2024 – October 2024), and the planned project closeout period in December 2024.

BUDGET
COMMITTEE
UPDATE

An update was provided to the Board based on the November 1, 2022, Budget Committee meeting. Mr. Bell thanked Committee members for attending and shared that discussions were held on the 2023-24 budget development and he reviewed expected budgetary challenges. Next Mr. Bell shared highlights on CVES recruitment and hiring efforts to fill vacancies, especially where there are increases in student needs. He reviewed current enrollment data for CV-TEC and the Rise Center for Success. Additionally, CVES is exploring additional offsite classrooms in component districts for potential program expansion based on district needs. Upcoming budget factors that influenced the development of the 2023-24 CVES budget include a slight decrease in TRS rates and an expected increase in ERS rates for the next school year. The Committee discussed the funding of the Phase 2 Capital annual appropriations for the work. Lastly, the Board was provided an opportunity for questions. The next Budget Committee meeting will be held on December 6, 2022, at 7:00 p.m., at the CVES Conference Center.

STRATEGIC PLAN
PRESENTATION

Dr. Davey introduced CVES' 2022-25 Strategic Plan for Continuous Improvement Presentation; it is the 9th annual update that the Board has received. First, he provided an overview of CVES' Strategic Plan's guiding principles, performance measures, and steps undertaken to determine the significant priorities for the year. Dr. Davey thanked the Board for their continuing strong leadership and commitment in supporting the charge and he noted the District Planning Team's (DPT) excellent work with our new Strategic Plan facilitator Dr. Stephen Danna. Next, Dr. Davey reviewed the 2022-25 priorities developed in the updated CVES

Strategic Plan. The 2022-23 high priorities and strategies include actively recruiting, supporting, developing, and retaining high-quality employees, CVES' Rebranding Initiative including, finalizing our branding and marketing strategies, and infusing the rationale of the staff's "Why" they work at CVES BOCES. Additional priorities include supporting our school community's expansive social, emotional, and mental health needs and building and embracing a culture of equity, inclusion, and acceptance. Dr. Davey then reviewed the updated performance trends and 2025 targets. Next, each Divisional Director - Mrs. Michele Friedman, Director of Career and Mr. Matthew Slattery, Director of Special Education, and Assistant Superintendent – Mrs. Amy Campbell, Assistant Superintendent for Educational Services, and Mr. Eric Bell, Assistant Superintendent of Management Services reviewed their Divisional updates, action priorities, and their respective Divisional improvement plans. The areas of focus noted were as follows: CV-TEC will be piloting a process of curriculum mapping for Next Generation Standards in CTE programs; Management Services will focus on internal procedures to support staffs' current and future needs. The RISE Center for Success will focus on data tracking of the number of special education students transitioning to LRE (Least Restrictive Environment) which prepares students for independence. School Support Services plans for a focus on growth and sustainability of services to districts. The Board was given the opportunity to ask questions, and then the 2022-2025 District Strategic Plan was recommended for re-adoption.

DS UPDATE

The District Superintendent update began with Dr. Davey providing CVES highlights including the conclusion of the first quarter and congratulations on the recent successful Open House events and campus celebrations. Second, Dr. Davey reviewed current NYSED & District Superintendent (DS) updates from the October BOCES DS monthly meeting held at NYSED. These Board of Regents (BOR) updates included support of CTE participation and equity of access for all students, supporting full foundation aid funding, a Graduation Measures update and 2023-24 BOR Priorities. Third, Dr. Davey shared information from a recent Rural Schools Association (RSA) BOD meeting and that the upcoming RSA Winter Conference – titled "The Gathering," will be held on December 1-2, 2022. Fourth, he reminded the Board of the new 2023-24 CVES Programs and Services Guide which was shared electronically and provided to component districts also. Next, Dr. Davey asked Board members who attended the 2022 NYSSBA Annual Convention to provide feedback from the workshops. Board President Michael St. Pierre, Vice President Ed Marin, and Board members Donna Wotton and Leisa Boise all attended. It was shared that the Law Seminar was informative and provided relevant content for the role of a board member. Other beneficial workshops included curriculum, gender identity seminars, safety in the classroom, and many others. Next year's convention will be in Buffalo from October 26-28, 2023. Finally, the Board was reminded of the upcoming Clinton & Essex County School Boards Meeting on November 17th.

PREVIOUS
MINUTES

Mr. Murdock moved, seconded by Mrs. Boise, to approve the minutes of the October 12, 2022 Board Meeting as presented. All Board Members present voted yes—motion carried.

ADOPTION OF
STRATEGIC PLAN

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board adopt the CVES 2022-2025 District Strategic Plan for Continuous Improvement. All Board Members present voted yes—motion carried.

CONSENT
AGENDA
FINANCIAL

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

CERTIFICATION
OF WARRANT

Approve the Certification of Warrant for October 4, 2022 to October 31, 2022, as presented.

TREASURER'S
REPORTS

Approve the Treasurer's Report from September 30, 2022 as presented.

DONATIONS

Approve the following Donations:

1. For the Student Stipend Fund:

Pepsi (Sept 2022)	67.33
United Way (Sept 2022)	138.04
United Way (October 2022)	<u>138.04</u>
TOTAL -	\$ 343.41

2. Donation of a 2003 Ford Mustang GT Convertible from Larry Forkum, Estate of Jeffrey Forkum, with an estimated value of \$6,350. This donation will benefit the Automotive Technology Program.

SPECIAL AID
FUND PROJECT

Approve the following Special Aid Fund Project:

1. Employment Preparation Education (EPE) Special Aid Fund Project in the amount of \$421,312 for the period of July 1, 2022 through June 30, 2023. (CV-TEC)

CONTRACTOR/
CONSULTANT
AGREEMENT

Approve the following Contractor/ Consultant Agreement:

1. Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and Educational Vistas, Inc. for the purpose of obtaining Vendor Scoring services for the 2022-2023 school year for grades 3-8 ELA and Mathematic Assessments; grades K-12 NYS English as a Second Language Assessment Tests (NYSESLAT); grades 4 and 8 NYS Science Assessments; and Regents Exams as requested. Service dates and terms are specified as per the agreement. The total amount payable for all services will not exceed \$200,000. (ISC)

- OLD BUSINESS Audit Committee Meeting Minutes from the May 11, 2022 meeting were shared with the Board.
- CONSENT AGENDA PERSONNEL Mrs. Boise moved, seconded by Mr. Murdock, to approve the following Consent Agenda Personnel items as presented. All Board Members present voted yes—motion carried.
- AMEND Amend the following provisional appointment that was approved at the October 12, 2022 Board meeting:
1. Name: Matthew Palkovic, Position: Network and Systems Coordinator, Effective Date: October 13, 2022, Annualized Salary: \$75,000, Pro-Rated Salary: ~~\$63,756~~ **\$53,653.85** (EFFECTIVE PERMANENT DATE TO BE DETERMINED UPON SUCCESSFUL COMPLETION OF CIVIL SERVICE EXAM)
- RESIGNATIONS FOR THE PURPOSE OF RETIREMENT AUBIN, ABAR Accept the following letter(s) of Resignation for the Purpose of Retirement:
1. Thomas Aubin, Welding Teacher, effective May 1, 2023
2. Dawn Abar, Registered Nurse (schools), effective June 30, 2023
- RESIGNATIONS FOSTER, LAPOINTE, ERO Accept the following letter(s) of Resignation:
1. Rinda Foster, Special Education Teacher, effective October 27, 2022
2. Tori LaPointe, Account Clerk/Typist, effective October 27, 2022
3. Nathan Ero, Custodial Worker, effective November 7, 2022 for the purpose of accepting a Groundskeeper position, effective November 7, 2022
- LEAVE OF ABSENCE WHALEN Approve the following leave(s) of absence:
1. Amelia Whalen, Teacher Aide/Student Aide, unpaid leave of absence, effective November 10, 2022 through January 16, 2023.
- FOUR-YEAR PROBATIONARY APPOINTMENTS GOWETT, BLAIS Appoint the following person(s) to a Four-Year Probationary Appointment as follows:
1. Kelly Gowett, Allied Health Teacher (was temporary), Effective July 7, 2021
2. Olivia Blais, Speech and Hearing Teacher, Effective October 31, 2022, Annualized Salary of \$53,000, Prorated Salary of \$42,665
(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).

Page 6
Board Minutes
November 9, 2022

CIVIL SERVICE
PROBATIONARY
APPOINTMENTS
BORDEAU, SNIDE,
FERRARI, ERO,
THOMPSON

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

1. Dawn Bordeau, Teacher Aide/Student Aide, Effective October 17, 2022, Annualized Salary of \$23,000, Prorated Salary of \$19,763.82
2. Brandy Snide, Teacher Aide/Student Aide, Effective October 25, 2022, Annualized Salary of \$19,226, Prorated Salary of \$15,941.16
3. Cailin Ferrari, Teacher Aide/ Student Aide, Effective November 3, 2022, Annualized Salary of \$19,226, Prorated Salary of \$15,264.87
4. Nathan Ero, Groundskeeper, Effective November 7, 2022, Annualized Salary of \$37,304
5. Caitlin Thompson, Occupational Therapist, Effective November 21, 2022, Annualized Salary of \$53,500, Pro-Rated Salary of \$38,787.50

PERMANENT
APPOINTMENTS
NEWELL, BEAN,
FORGET

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

1. Emma Newell, Occupational Therapist, effective November 22, 2022
2. Philip Bean, Occupational Therapist, effective November 22, 2022
3. Autumn Forget, Teacher Aide/Student Aide, effective December 13, 2022

TEMPORARY
APPOINTMENTS
CONNERS,
HUCHRO, MISIK,
RIVERS

Appoint the following person(s) to a Temporary Appointment for the 2022-23 school year:

1. Krysten Connors, CTE Business Teacher (uncertified), Effective August 31, 2022 - June 30, 2023, Annualized Salary of \$49,465
2. Christopher Huchro, Environmental Conservation & Forestry Teacher (uncertified), Effective August 31, 2022 - June 30, 2023, Annualized Salary of \$49,773
3. Deborah Misik, Food Service Teacher (uncertified), Effective August 31, 2022 - June 30, 2023, Annualized Salary of \$50,357
4. Jacob Rivers, Electrical Design, Installation, Alternative Energy Teacher (uncertified), Effective August 31, 2022 - June 30, 2023, Annualized Salary of \$49,773

PART-TIME
APPOINTMENT

Approve the following part-time Allied Health Teacher for the 2022-2023 School Year Effective November 10, 2022:

<u>Name</u>	<u>Position</u>	<u>Annualized Salary</u>	<u>Prorated Salary</u>
Erin Spoor	Allied Health Teacher 20%	\$58,330	\$8,924.49

Recommend that the Board approve the following Part-Time Hourly appointment for the 2022-2023 School Year:

Teaching Assistant, \$20/hour
Cathy Kinner

ADDITIONAL
WORK

Approve the following Additional Work for the 2022-23 School Year:

Stipend Positions, Compensation per collective bargaining agreement

Rhonda Baker	New Employee Mentor
Maiya Giroux	New Employee Mentor x2
Sheilah Boyea	New Employee Mentor
Tina Mitchell	New Employee Mentor
Chad Blair	New Employee Mentor
Kevin Shaw	New Employee Mentor

Shared Decision Making, hourly rate of pay per contract

Arianna Menard	not to exceed 20 hours
Christie Lee	not to exceed 20 hours
Robin Douglass	not to exceed 20 hours
Jennifer Haley	not to exceed 20 hours
Rachel Boire	not to exceed 20 hours
Johanna Pray	not to exceed 20 hours
Stacey Yelle	not to exceed 20 hours
Stephanie Sorgule	not to exceed 20 hours
Rhonda Baker	not to exceed 20 hours
Kaitlin Diskin	not to exceed 20 hours
Melissa Gough	not to exceed 20 hours
Lyndon Johnson	not to exceed 20 hours

SUBSTITUTES

Approve the following list of Substitute and Temporary-On-Call appointments for the 2022-23 school year:

<u>Name</u>	<u>Title</u>
Alma Medina	Teaching Assistant
Meaghan McKenna	Teacher

**AUTHORIZATION
OF INDIVIDUAL
TO COLLECT
MONEY**

Authorize the following individual to collect money as noted for the remainder of the 2022-2023 school year.

CV-TEC – Plattsburgh & Satellite Campuses

Chirag Patel for collecting Adult Education Tuitions and other CV-TEC programs

CHANGE FUNDS

Approve the following change funds and custodians of the funds for the 2022-23 school year:

CV-TEC

CV-TEC Cosmetology II (Plattsburgh), Beverly Thwaites - \$100

**APPOINT DATA
PROTECTION
OFFICER**

Appoint Matthew Palkovic, Network & Systems Coordinator, to the position of Data Protection Officer, effective October 13, 2022 through the July 2023 reorganizational meeting, with additional compensation per Employment Contract.

**CVES
PROFESSIONAL
LEARNING PLAN**

Mr. Murdock moved, seconded by Mrs. Boise, that the Board approve the CVES Professional Learning Plan for the 2021-2026 school years. All Board Members present voted yes—motion carried.

**CERTIFICATION
OF LEAD
EVALUATOR
RESOLUTION**

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

1. Be it resolved that Trevor Cameron, Michelle Lawrence, Crystal Rhino and Diane Thompson have attended various CVES in-house meetings and state, regional and/or local professional development offerings, most recently Gearing Up on August 23, 2022 or in lieu of Gearing Up, a full day Lead Evaluator Training held on September 27, 2022, to be considered by the CVES BOCES for initial certification as Lead Teacher Evaluator and are hereby certified as a Qualified Lead Evaluator of classroom teachers having successfully completed the following training requirements prescribed in 8 NYCRR §30-2.9(b):

Section 30-2.9 of the Rules of the Board of Regents provides that, in order to be certified as lead evaluators, administrators must be trained in the following nine elements:

- 1.NYS Teaching Standards, and their related elements and performance indicators or ISLLC standards and their related functions;
- 2.Evidence-based observation techniques grounded in research;
- 3.Application and use of the student growth percentile model and the value-added growth model;
- 4.Application and use of approved teacher or principal practice rubric(s) selected by the district or BOCES for use in evaluations, including training on the effective application of such rubrics to observe a teacher's or principal's practice;
- 5.Application and use of any assessment tools that the school district or BOCES utilizes to evaluate its classroom teachers or building principals, including but not

limited to, structured portfolio reviews; student, parent, teacher and/or community surveys; professional growth goals and school improvement goals, etc.;

6. Application and use of any State-approved locally-selected measures of student achievement used by the school district or BOCES to evaluate its teachers or principals;

7. Use of the Statewide Instructional Reporting System;

8. Scoring methodology utilized by the Department and/or the district or BOCES to evaluate a teacher or principal under this Subpart, including how scores are generated for each subcomponent and the composite effectiveness score and application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the teacher's or principals' overall rating and their subcomponent ratings; and

9. Specific considerations in evaluating teachers and principals of English language learners and students with disabilities.

All Board Members present voted yes—motion carried.

**RE-CERTIFICATION
OF LEAD
EVALUATOR**

Mrs. Saunders moved, seconded by Mrs. Boise, that the Board approve the following Lead Evaluator Certifications:

1. The re-certification of the following Lead Teacher Evaluators for the 2022-2023 school year, who have attended various CVES in-house meetings and state, regional and/or local professional development offerings most recently Gearing Up on August 23, 2022 to be considered by the CVES BOCES for recertification as Lead Teacher Evaluators: Mark Brown, Amy Campbell, Adam Facticeau, Michele Friedman, Matthew Slattery, Grace Stay and Matthew Walentuk

2. The re-certification of the following Lead Principal Evaluators for the 2022-2023 school year, have attended various CVES in-house meetings and state, regional and/or local professional development offerings, most recently Gearing Up on August 23, 2022 to be considered by the CVES BOCES for recertification as Lead Principal Evaluators: Amy Campbell, Michele Friedman and Matthew Slattery. All Board Members present voted yes—motion carried.

**RESIGNATION
FOR THE PURPOSE
OF RETIRMENT
BOYEA**

Mrs. Saunders moved, seconded by Mrs. Boise that the Board accept the following letter(s) of Resignation for the Purpose of Retirement:

1. Sheilah Boyea, Teaching Assistant, Effective June 30, 2023

All Board Members present voted yes—motion carried.

**RESIGNATIONS
BEAUDET,
MURRAY, POPE**

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

1. Corey Beaudet, CDL Instructor, Effective November 7, 2022

2. Eric Murray, Custodial Worker, Effective November 19, 2022

3. Franz Pope, Teacher Aide/Student Aide, Effective November 30, 2022

All Board Members present voted yes—motion carried.

Page 10
Board Minutes
November 9, 2022

TEMPORARY
APPOINTMENT
HOLT

Mr. Harriman Sr. moved, seconded Mrs. Boise, that the Board appoint the following person(s) to a Temporary Appointment for the 2022-23 school year:
1. Robert Holt, Teaching Assistant (uncertified), Effective November 7, 2022, Annualized Salary of \$26,062, Prorated Salary of \$20,328.36. All Board Members present voted yes—motion carried.

CAMPUS
RENAMING

Mrs. Boise moved, seconded by Mr. Harriman Sr., that Be it resolved upon the recommendation of the District Superintendent and the CVES Rebranding Committee, that the Board approve the renaming of Clinton-Essex-Warren-Washington Board of Cooperative Educational Services campuses to the following:

CVES Learning Hub (formerly the Satellite Campus)
CVES Mineville Campus (no change)
CVES Plattsburgh Campus (formerly Plattsburgh Main Campus)
All Board Members present voted yes—motion carried.

OTHER

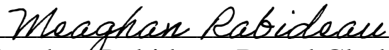
The Board and Dr. Davey recognized all retirees on the Board agenda this evening. They were acknowledged for their dedication and many years of service to CVES, the students, and the community.

NEXT BOARD
MEETING

The next Board meeting will be held on Wednesday, December 14, 2022, at the CVES Conference Center in Plattsburgh. An anticipated Executive Session will begin at 7:30 p.m., with the monthly meeting to follow.

ADJOURNMENT

Mr. Murdock moved, seconded by Mrs. Boise to adjourn the meeting at 8:30 p.m. All Board Members present voted yes—motion carried.



Meaghan Rabideau, Board Clerk