

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

DRAFT

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.

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

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.

CAPITAL PROJECT
UPDATE

Dr. Davey introduced the team of presenters including CVES' Eric Bell, James Bouffard of Tetra Tech Architects & Engineers, Paul Lamoy and Eric Robert of SchoolHouse Construction LLC. Mr. Bell first commended the team for their work and partnership and touched on the project cornerstones, as well as reviewed the Phase 2 Capital Project scope. Next, Mr. Bouffard reviewed the crucial infrastructure for all campuses starting with Mineville, which includes HVAC improvements to the administrative suite and classrooms as well as a whole building generator. At the Plattsburgh Campus, HVAC improvements are also needed in the Rise Center wing, whole building generator(s) and windows and exterior doors. Lastly, at the CVES Conference Center infrastructure will include the reconstruction of the south building north wall. Mr. Robert then presented on the budget of the project with considerations for current bid market factors

(material shortages, pandemic, labor shortages, etc.). Mr. Robert also explained bid alternates to the Board of changes in the level of quality or scope of the work from that specified in the base bid. For this project, alternates include exterior windows and doors at the Plattsburgh Campus for both CV-TEC and the Rise Center. Finally, Mr. Lamoy reviewed the anticipated timeline of the project including design, SED review and approval, a bid process and primary construction period from April 2024 – October 2024 and project closeout around December 2024.

**BUDGET
COMMITTEE
UPDATE**

An update was provided to the Board based on the Budget Committee meeting from November 1, 2022. Mr. Bell thanked Committee members for attending and shared that discussions were had on budget development and the review of any 2023-24 challenges. CVES is attempting to hire and recruit staff for increases in student needs, whereby Mr. Bell then reviewed current enrollment data for both CV-TEC and the Rise Center. Alternatives and options are being explored including discussions with component districts housing offsite classrooms. Next, Mr. Bell reviewed foundation aid, a slight decrease of TRS rates, as well as an increase in ERS rates for next school year. The funding of Phase 2 Capital Project work was discussed by the Committee and 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' 2022-2025 Strategic Plan for Continuous Improvement Presentation, which is the 9th annual update that the Board has received. He then provided an overview of guiding principles, CVES Strategic Plan performance measures, and thanked the Board for their exemplary leadership to help lead the charge and commit to the work. The District Planning Team Committee reviewed CVES' Mission, Vision and Core Beliefs and set a goal to freshen and make updates to strengthen them further. Dr. Davey next reviewed the 2022-2025 priorities and strategies, including high priority items to actively recruit, support, develop, and retain high quality employees; Develop, implement, and expand CVES' branding and marketing strategy ("The Why"); Support the expansive social, emotional, and mental health needs of our educational community; and build and embrace a culture of equity, inclusion and acceptance. Performance trends and 2025 targets were then reviewed and Divisional updates were given with action priorities for each as well as improvement plans. Areas of focus that were noted (but not limited to) were: CV-TEC will be piloting a process of curriculum mapping for next gen 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 students transitioning to LRE (Least Restrictive Environment) which prepares students for independence; School Support Services plans for focus on growth and sustainability of services to districts. Lastly, the 2022-2025 District Strategic Plan was recommended to the Board for re-adoption.

DS UPDATE

The DS update began with CVES highlights including the successful first quarter for students, Open House events and campus celebrations. Second, Dr. Davey reviewed NYSED & DS updates from the October monthly meeting. This included a Board of Regents (BOR) update, where support of CTE and full foundation aid was one of their DEI initiatives, a Graduation Measures update and 2023-24 BOR Priorities were also reviewed. Dr. Davey shared information from a recent Rural Schools Association (RSA) BOD meeting. The next RSA meeting will be held on December 1-2, 2022, The Gathering Winter Conference. Next, the 2023-24 CVES Programs and Services Guide was shared with the Board, and also was provided to component districts. Dr. Davey asked Board members that attended the recent NYSSBA Annual Convention to provide feedback from the workshops. Donna Wotton, Board President, Michael St. Pierre, Leisa Boise and Ed Marin all attended. The Law Seminar was informative and provided relevant content for the role of a board member. Other workshops that were beneficial included curriculum, gender identity seminars, safety in the classroom, and many others that were noted. Next year's convention will be in Buffalo October 26-28, 2023. The Board was reminded of the upcoming Clinton & Essex County School Boards Meeting on November 17th. The next Board meeting is scheduled for Wednesday, December 14, 2022, at the CVES Conference Center following the Annual Holiday Dinner, at 7:30 pm.

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).

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 Conners, 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.

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.