

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

DATE: April 5, 2023  
KIND OF MEETING: Regular Board Meeting  
PLACE: Yandon-Dillon Center – Mineville, NY

Board Members Present:

Leisa Boise  
Patricia Gero  
Richard Harriman, Sr.  
Donna LaRocque  
Ed Marin  
Thomas McCabe  
Bruce Murdock  
Emily Phillips  
Lori Saunders  
Florence Sears  
Michael St. Pierre  
Donna Wotton

Board Members Absent:

Kathy Comins-Hunter

Executive Officer:

Dr. Mark C. Davey

Board Clerk:

Meaghan Rabideau

Others Present:

Eric Bell  
Amy Campbell  
Michele Friedman  
Matthew Slattery  
Julie Jolicoeur  
Katelyn Smart  
Ed Webbinaro

MEETING  
TO ORDER

Board President St. Pierre called the meeting to order at 6:07 p.m.

EXECUTIVE  
SESSION

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board go into Executive Session at 6:08 p.m., for the following reasons: #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; and #9 - A matter related to a specific student of the district. All Board Members present voted yes—motion carried.

The Executive Session began with Mrs. Jacqueline Kelleher, Esq., CVES' attorney from Stafford, Owens, Murnane, Kelleher, Meyer & Zedick, PLLC., joining CVES District Superintendent Dr. Mark Davey and Assistant Superintendents Eric Bell and Amy Campbell and the CVES Board. First, a litigation update was shared on a lawsuit related to a disciplinary matter involving several students during the 2021-22 school year, and Mrs. Kelleher provided legal updates on the case. Second, a labor relations update was shared regarding the negotiations with the 12-Month Support Unit. Next, additional labor updates were given regarding upcoming individual contracts and the Managerial Benefit agreement which will begin negotiations next month. Third, Dr. Davey reviewed the recommended timeline to fill the current principal vacancy at our Mineville Campus. Dr. Davey then shared considerations being examined to provide additional administrative support at the Mineville Center for both CV-TEC and Special Education students. In addition, Dr. Davey reviewed several position proposals to increase staffing and programmatic support in the Special Education division. Fifth, Dr. Davey shared his District Clerk's hiring recommendation. Sixth, several confidential staff

matters were reviewed, including an informal grievance recently discussed by the CVES United Professionals with CVES district-level administration. Lastly, the Board and Dr. Davey reviewed the process and timeline of his upcoming District Superintendent's Annual Evaluation submission and the Board's responsibilities.

Mrs. Boise moved, seconded by Mr. Murdock, that the Board come out of Executive Session at 7:19 p.m. All Board Members present voted yes—motion carried.

Meeting adjourned for the Annual Meeting at 7:24 p.m.

Meeting resumed at 8:04 p.m.

#### STRATEGIC PLAN SPOTLIGHT

The evening's Divisional Strategic Plan Spotlight was focused on the Rise Center for Success Division and was provided by Mr. Matthew Slattery, Director of Special Education. Mr. Slattery began with an overview of what the Rise Center does, who they are, and why they do what they do. The Rise Center provides specialized programming on behalf of the region for student special education needs and currently has over 200 students enrolled. Next, Mr. Slattery reviewed new initiatives for the Rise Center, which include increased programming to meet the region's needs, continued investment in infrastructure, promoting student independence, Management by Objective time and development, and oversight of Functional Behavioral Assessments (FBAs), and Behavioral Intervention Plans. Lastly, Mr. Slattery provided a video slideshow with photos to showcase the students and staff of the division and its many impactful activities.

#### DS UPDATE

Dr. Davey began the update by sharing a short PowerPoint Presentation (PPT) highlighting the recent District Planning Team (DPT) half-day work session culminating in DPT-recommended updates to CVES' Mission, Vision, and Core Beliefs. The Board's two DPT members – Board member Mrs. Lori Saunders and Board member Mr. Richard Harriman, Sr. provided insightful feedback about the work and valuable work to refresh our CVES guiding statements – Mission, Vision, and Core Beliefs created nine years ago. Next, Dr. Davey shared updates about the 10<sup>th</sup> Annual Strategic Plan Survey that is currently underway and will be available for staff to complete through April 21<sup>st</sup>. Third, Dr. Davey reported on CVES highlights including recent CV-TEC Open Houses and congratulations to the 2023 Spelling Bee and SkillsUSA Champions. The Rise Center for Success held a Sweethearts and Heroes Assembly for students and staff and planned to continue the "HOPE" - Hold On Possibilities Exist – work in the coming years. Fourth, Dr. Davey congratulated Mrs. Michele Friedman, CVES' Director of Career and Technical Education, on her recent NYSAWA (NYS Association of Women Administrators) Women Leader Spotlight of the Month well-earned recognition in its statewide March publication highlighting her excellent leadership in Career and Technical Education (CTE) field. Next, Dr. Davey congratulated Management Services and Assistant Superintendent Eric Bell for being awarded the Geographic Preference Bid, which will feature work with the component districts on providing locally grown food at competitive pricing. Sixth, Dr. Davey

reviewed several SED & DS Updates from his March 2023 meetings and reported that NYSSBA will call for resolutions over the next few months for their annual business meeting in October. The Board was then reminded of the upcoming Rural Schools Issues Forum on Monday evening (6 pm), April 24th, at the CVES Learning Hub Conference Center. David Little, Esq. RSA's Executive Director will be presenting and facilitating. Additionally, the Clinton County School Boards Awards Recognition (Top 10%) Dinner – will be held on May 4<sup>th</sup> at 6:00 pm at the Rainbow Wedding & Banquet Hall. Congratulations were given to the new Ticonderoga Superintendent, Mr. Scott Nephew, who will begin in July 2023. Lastly, CVES Board updates included the upcoming Annual Election on April 20th and that six Board candidate nominees are on the Ballot for election as part of the 2023-24 CVES Administrative Budget vote and Board Member elections.

PREVIOUS  
MINUTES

Mr. Murdock moved, seconded by Mrs. Boise, to approve the minutes of the March 8, 2023 Board Meeting as presented. All Board Members present voted yes—motion carried.

CONSENT  
AGENDA  
FINANCIAL

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

CERTIFICATION  
OF WARRANT

Approve the Certification of Warrant for February 28, 2023 to March 27, 2023, as presented.

TREASURER'S  
REPORT

Approve the Treasurer's Report from February 28, 2023 as presented.

CROSS-  
CONTRACT  
BUDGETS

Approve the following: Cross-Contract Budgets:

1. Career and Tech Ed – Washington-Saratoga-Warren-Hamilton-Essex BOCES budget in the amount of \$12,600 for the 2022-2023 school year, to accommodate for a cross contract with WSWHE BOCES (Ticonderoga). (Co-Ser 110 – CV-TEC)
2. Staff Development Workshop – Washington-Saratoga-Warren-Hamilton-Essex BOCES budget in the amount of \$1,150 for the 2022-2023 school year, to accommodate for cross contracts with WSWHE BOCES (Beekmantown, Putnam, Ticonderoga). (Co-Ser 520 – S3)
3. Professional Development – Putnam-Northern Westchester BOCES budget in the amount of \$2,700 for the 2022-2023 school year, to accommodate for a cross contract with PNW BOCES (Ticonderoga). (Co-Ser 524 – S3)
4. Cyber Security – Putnam-Northern Westchester BOCES budget in the amount of \$4,000 for the 2022-2023 school year, to accommodate for a cross contract with PNW BOCES (AuSable Valley). (CoSer 698 – S3)

BUDGETS

Approve the following Budgets:

1. Yandon-Dillon Cafeteria Fund Regular School Year Budget in the amount of \$130,734 for the 2023 - 2024 school year. (CoSer 791 – School Lunch Fund)
2. William A. Fritz Cafeteria Fund Regular School Year Budget in the amount of \$215,102 for the 2023 - 2024 school year. (CoSer 791 – School Lunch Fund)
3. Yandon-Dillon Cafeteria Fund Extended School Year Budget in the amount of \$18,174 for the 2023 - 2024 school year. (CoSer 791 – School Lunch Fund)
4. William A. Fritz Cafeteria Fund Extended School Year Budget in the amount of \$16,736 for the 2023 - 2024 school year. (CoSer 791 – School Lunch Fund)

BUDGET INCREASES

Approve the following Budget Increases:

1. Incarcerated Youth Program budget from \$15,500 to \$22,000 for the 2022-2023 school year for increased enrollment. (Co-Ser 425 – CV-TEC)
2. Learning Technology – Washington-Saratoga-Warren-Hamilton-Essex BOCES budget from \$151,270 to \$200,900, for the 2022-2023 school year, to accommodate for an additional cross contract with WSWHE BOCES (Beekmantown). (CoSer 504 – S3)
3. General Staff Development – Capital Region BOCES budget from \$44,140 to \$56,900, for the 2022-2023 school year, to accommodate for additional cross contracts with Capital Region BOCES (AuSable Valley, Northern Adirondack, Ticonderoga). (CoSer 516 – S3)
4. Drug & Alcohol Testing – Jefferson-Lewis BOCES budget from 13,230 to \$20,000 for the 2022-2023 school year, to accommodate for additional cross contracts with Jefferson-Lewis BOCES (AuSable, Chazy, Crown Point, Northeastern Clinton, Saranac, Schroon Lake, Willsboro) (Co-Ser 624 – S3)
5. Career and Technical Education – Job Target/Pre-CTE Program budget from \$899,678 to \$955,854 due to increase in student services in Job Target/Pre-CTE classes for the 2022-2023 school year. (CoSer 115/116 – CV-TEC)

NATIONAL SCHOOL LUNCH PROGRAM

Adopt the Summer School Service Program Free Meal Policy Statement in accordance with NYSED program requirements for the federally assisted Summer Food Service Program, for the 2023-24 school year.

OFFICERS FOR FREE AND REDUCED LUNCH APPEALS

1. Appoint Julie Holbrook, Food Service Director as the Reviewing and Verification Official for Free and Reduce Lunch Eligibility, effective August 18, 2023, through the July 2024 Reorganizational Meeting, with no additional compensation.

2. Appoint Eric Bell, Assistant Superintendent of Management Services, as the Hearing Official for Free and Reduced Lunch appeals, effective August 18, 2023 through the July 2024 Reorganizational Meeting, with no additional compensation.

**SPECIAL  
EDUCATION  
SCHOOL-AGE  
SUMMER SCHOOL  
RESOLUTION**

Approve the following Special Education School-Age Summer School Resolution:

1. WHEREAS, the stated vision of Clinton-Essex-Warren-Washington (CEWW) BOCES is to “meet the needs and expectations of our component schools, the communities and all learners who are affected by our services,” and such vision is central to the desire of the Districts who wish to continue to have CEWW BOCES provide regional Special Education School-Age Summer School; and WHEREAS, CEWW BOCES provides Special Education School-Age Summer School services in a cost-effective manner, due to the ability of CEWW BOCES to offer and provide services to multiple Districts which are able to share costs; and

WHEREAS, the CEWW BOCES has received written notification from the following school districts indicating their commitment to participate in the 2023 Special Education School-Age Summer School and to pay the actual costs of operating the 2023 summer program, notwithstanding State Education Department tuition rates:

Chateaugay, Lake Placid, Malone, North Warren and Saranac Lake;

IT IS THEREFORE RESOLVED, that after diligently analyzing written notices provided by component Districts via Board Resolution, committing to pay the actual costs of operating the 2023 summer program, notwithstanding State Education Department tuition rates, the CEWW Board of Cooperative Educational Services authorizes the CEWW BOCES Special Education Director to provide 2023 Special Education School-Age Summer School.

2. WHEREAS, the stated vision of CEWW BOCES is to “meet the needs and expectations of our component schools, the communities and all learners who are affected by our services,” and such vision is central to the desire of the Districts who wish to continue to have CEWW BOCES provide regional Special Education School-Age Summer School; and

WHEREAS, CEWW BOCES provides Special Education School-Age Summer School services in a cost-effective manner, due to the ability of CEWW BOCES to offer and provide services to multiple Districts which are able to share costs; and

IT IS THEREFORE RESOLVED, that if component Districts commit by Board Resolution to pay the actual costs of operating the 2024 summer program, notwithstanding State Education Department tuition rates, as indicated by written notice from those Districts, no later than August 1, 2023; CEWW BOCES will diligently analyze its ability to provide services in summer 2024, based in part, on the number of component participants and students; and

THEREFORE, BE IT FURTHER RESOLVED that if any provision of this RESOLUTION or any application of the RESOLUTION shall be found contrary to

law, then such RESOLUTION or application shall not be deemed to be valid and subsisting, except to the extent permitted by law.

OLD BUSINESS

December 14, 2022 Audit Committee Meeting Highlights were provided to the Board.

CONSENT  
AGENDA  
PERSONNEL

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

AMENDMENTS

Amend the following appointment(s) that was approved at the March 8, 2023 Board Meeting:

1. Michael Grems, Teacher Aide/Student Aide, Annualized Salary: ~~\$20,266~~ **\$20,226**
2. Peter Blackburn, Teacher Aide/Student Aide, Annualized Salary: ~~\$20,266~~ **\$20,226**
3. Amanda St.Hilaire, Teacher Aide/Student Aide, Annualized Salary: ~~\$20,266~~ **\$20,226**

RESIGNATIONS  
BAKER, BOLLING,  
LACLAIR

Accept the following letter(s) of Resignation:

1. Carrie Baker, Teacher Aide/Student Aide, effective March 25, 2023
2. Destiny Bolling, Temp-on-call Teacher Aide/Student Aide, effective March 27, 2023
3. Jessica LaClair, Accountant (Schools), effective April 3, 2023

LEAVE OF  
ABSENCE  
PAYNTER,  
SCHWENK

Approve the following leave(s) of absence:

1. Melodie Paynter, Teacher Aide/Student Aide, unpaid leave of absence, effective March 23, 2023 through June 30, 2023
2. Kelly Schwenk, Teacher Aide/ Student Aide, unpaid leave of absence, effective April 17, 2023 through June 30, 2023

TERMINATION  
GREMS

Terminate the following person(s) in accordance with Civil Service Law:

1. Michael Grems, Teacher Aide/Student Aide, effective March 8, 2023

CIVIL SERVICE  
PROBATIONARY  
APPOINTMENTS

Appoint the following person(s) to a 26-week Civil Service Probationary appointment as follows:

1. Joseph LaFranca \*(was provisional), Communications & Publications Manager Effective March 28, 2023

LAFRANCA,  
SARGENT,  
BADGER, RIVERS,  
LAMBORN

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

1. Rhonda Sargent, Teacher Aide/ Student Aide, Effective March 14, 2023, Annualized Salary of \$20,226

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2. William Badger, Teacher Aide/ Student Aide, Effective March 28, 2023, Annualized Salary of \$20,226

3. Shanna Rivers, Teacher Aide/ Student Aide, Effective March 28, 2023, Annualized Salary of \$20,226

4. Kendra Lamborn, Teacher Aide/Student Aide, Effective April 4, 2023, Annualized Salary of \$20,226

TEMPORARY  
APPOINTMENTS  
YU KWOK,  
KAPLAN

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

1. Nga Yu Kwok, Teaching Assistant (uncertified), Effective March 21, 2023-June 30, 2023, Annualized Salary of \$26,062

2. Madeline Kaplan, Adult Literacy Teacher (uncertified), Effective April 3, 2023 – June 30, 2023, Annualized Salary of \$46,465

PART-TIME  
HOURLY  
APPOINTMENT

Approve the following Part-time Hourly appointment for the 2022-23 school year:

Accountant, \$30/hour

Lisa Bulriss (pending fingerprint clearance)

ADDITIONAL  
WORK

Approve the following Additional Work for the 2022-2023 School Year:

Shared Decision-Making Committee, Hourly rate of pay per contract

Chris Falvey Not to exceed 20 hours

Stacy Smart Not to exceed 20 hours

Brandy Rosselli Not to exceed 20 hours

Sara Spring Not to exceed 20 hours

Angela DeFelice Not to exceed 20 hours

Patti Edwards 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>
Tyler Langley	Laborer-Painter, \$30/hr
Bernadette Paul	Registered Nurse (pending fingerprint clearance)
Debra Rogers	Teacher Aide/Student Aide
George Head	Teacher
George Head	Teaching Assistant

CVES REPORT  
CARD

Mr. Murdock moved, seconded by Mrs. Boise, that the Board approve the CVES Report Card as presented at the Annual Meeting. All Board Members present voted yes—motion carried.

REQUEST FOR  
APPROVAL TO  
ATTEND  
CONFERENCE/  
WORKSHOP

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

Leisa Boise  
Rural Schools Association (RSA) Board of Directors Meeting  
April 28, 2023 Johnstown, NY (overnight accommodations needed)  
All Board Members present voted yes—motion carried.

AGREEMENT

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board approve the following Agreement between Clinton-Essex-Warren-Washington BOCES and Southworth-Milton, Inc. d/b/a Milton CAT (Milton CAT) for the purpose of obtaining a preventive maintenance service plan for the DG350GC Milton CAT Generator located at the CVES Learning Hub. The agreement duration shall be for a period of three years and five months beginning February 1, 2023 and ending June 30, 2026 for the total amount of \$31,937.41. The Year 1 maintenance fee shall be \$9,098.75; the Year 2 maintenance fee shall be \$9,018.86; and the Year 3 maintenance fee shall be \$12,518.00. A mandatory battery replacement of \$1,301.80 is also included in the plan. The agreement may renew for three additional years, from July 1, 2026 through June 30, 2029, upon request from either Milton CAT or BOCES. (Management Services) All Board Members present voted yes—motion carried.

LEAVE OF  
ABSENCE  
BEZON

Mrs. Boise moved, seconded by Mrs. LaRocque, that the Board accept the following Leave(s) of Absence:

1. Chawntelle Bezon, Teacher Aide/Student Aide, unpaid leave of absence, effective March 20, 2023 - April 30, 2023  
All Board Members present voted yes—motion carried.

DISTRICT CLERK  
APPOINTMENT

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board appoint Katelyn Smart to the position of Board Clerk, effective April 21, 2023 through the July 2023 Reorganization Meeting, per terms and conditions of Salary & Benefit Agreement. All Board Members present voted yes—motion carried.

RECORDS ACCESS  
OFFICER  
APPOINTMENT

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board appoint Katelyn Smart to the position of Records Access Officer, effective April 21, 2023 through the July 2023 Reorganization Meeting, with no additional compensation. All Board Members present voted yes—motion carried.

FACILITATOR

Mrs. LaRocque moved, seconded by Mr. Harriman Sr., that the Board approve the following Facilitator(s) for the 2022-23 School Year:

Facilitators, \$30.00/hour

Katelyn Smart

All Board Members present voted yes—motion carried.



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SALARY &  
BENEFIT  
AGREEMENT  
SMART

Mr. Murdock moved, seconded by Mrs. Boise, that upon the recommendation of the District Superintendent, BE IT RESOLVED, that the Board ratify the employment agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and Katelyn Smart, District Clerk, effective April 21, 2023 - June 30, 2026. All Board Members present voted yes—motion carried.

OTHER

Board member Leisa Boise congratulated Mrs. Friedman on the recent NYSAWA article and thanked her for her continued work. Mrs. Boise thanked the team for the presentations provided this evening and asked for more of the slideshows showcasing the staff and students, which are rewarding for the Board to see. Lastly, congratulations to Ms. Katelyn Smart as the newly appointed District Clerk were given and a final farewell and thank you to Ms. Meaghan Rabideau.

NEXT BOARD  
MEETING

The next Board meeting will be held on Wednesday, May 10, 2023, at the CVES Learning Hub Conference Center in Plattsburgh. An anticipated Executive Session will begin at 6:00 p.m., with monthly meeting to follow.

ADJOURNMENT

Mr. Murdock moved, seconded by Mr. Harriman, Sr. to adjourn the meeting at 8:58 p.m. All Board Members present voted yes—motion carried.

*Meaghan Rabideau*  
\_\_\_\_\_  
Meaghan Rabideau, Board Clerk