

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 12, 2023, PROPOSED EXECUTIVE SESSION AT 6:00 PM – MEETING TO FOLLOW**

- 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)
- 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. PUBLIC HEARING ON CODE OF CONDUCT- Mrs. Michele Friedman & Mr. Matthew Slattery (Code of Conduct Committee Co-Chairs)
9. 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. Extraclassroom Faculty Auditor (Enc. 10)
 - Action k. Appointment of Records Access Officer (Enc. 11)
 - Action l. Appointment of Records Access Appeals Officer (Enc. 12)
 - Action m. Appointment of Records Management Officer (Enc. 13)
 - Action n. Appointment of Asbestos Designee (Enc. 14)
 - Action o. Appointment of Civil Rights Officers (Enc. 15)
 - Action p. Appointment of Title IX Coordinators & Decisionmaker (Enc. 16)
 - Action q. Appointment of Section 504 Officer (Enc. 17)
 - Action r. Appointment of Medicaid Compliance Officer (Enc. 18)
 - Action s. Appointment of Data Protection Officer (Enc. 19)
 - Action t. Appointment of McKinney-Vento Liason (Enc. 20)
 - Action u. Designating Official Bank Depositories (Enc. 21)
 - Action v. Authorization of Signatures on Checks (Enc. 22)

- Action w. Authorization to Certify Payrolls (Enc. 23)
- Action x. Authorization to Approve Attendance at Conferences, Conventions & Workshops (Enc. 24)
- Action y. Authorization to Apply for Grants and Aid (Enc. 25)
- Action z. Extraclassroom Activity Fund (Enc. 26)
- Action aa. Authorization of Individuals to Collect Money (Enc. 27)
- Action bb. Dignity Act Coordinators (Enc. 28)

No Action 10. OPINIONS AND CONCERNS FROM THE AUDIENCE

No Action 11. DISTRICT SUPERINTENDENT'S UPDATE

Action 12. MINUTES OF PREVIOUS MEETING

- a. June 14, 2023 (Enc. 29)

13. CONSENT AGENDA FINANCIAL

- Action a. Certification of Warrant (Enc. 30)
- Action b. Treasurer's Report (Enc. 31)
- Action c. Extraclassroom Treasurer's Report (Enc. 32)
- Action d. Donations (Enc. 33)
- Action e. Petty Cash Funds (Enc. 34)
- Action f. Change Funds (Enc. 35)
- Action g. Special Aid Fund Project (Enc. 36)
- Action h. 2023-2024 Extended School Year Budgets (Enc. 37)
- Action i. Lease Resolution Plattsburgh City School Duken (Enc. 38)
- Action j. Ancillary Services Agreement Plattsburgh City School Duken (Enc. 39)
- Action k. Lease Agreement Plattsburgh City School High School (Enc. 40)
- Action l. Ancillary Services Agreement Plattsburgh City School High School (Enc. 41)
- Action m. Cooperative Purchasing Alliances (Enc. 42)
- Action n. Participation in Cooperative Purchasing Program (Enc. 43)
- Action o. Bid Award (Enc. 44)

14. OLD BUSINESS - Committees

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

15. CONSENT AGENDA PERSONNEL

- Action a. Amendment (Enc. 47)
- Action b. Resignations (Enc. 48)
- Action c. Leaves of Absence (Enc. 49)
- Action d. Temporary Grant Appointment June 2023 (Enc. 50)
- Action e. Temporary Grant Appointment July-Dec 2023 (Enc. 51)
- Action f. Temp-On-Call Substitutes 2022-2023(Enc. 52)
- Action g. Temp-On-Call Substitutes 2023-2024(Enc. 53)
- Action h. Permanent Appointments (Enc. 54)
- Action i. 52-Week Civil Service Probationary Appointment (Enc. 55)
- Action j. 12-Week Civil Service Probationary Appointment (Enc. 56)
- Action k. Temporary Appointment 2023-2024 (Enc. 57)

- Action l. Temporary Appointment Sep-June (Enc. 58)
- Action m. Facilitator (Enc. 59)
- Action n. Part-Time Appointment 2022-2023 (Enc. 60)
- Action o. Part-Time Appointment 2023-2024 (Enc. 61)
- Action p. Four-Year Probationary Appointment (Enc. 62)
- Action q. Part-Time Allied Health Teacher (Enc. 63)
- Action r. Adult Education Course Instructors (Enc. 64)
- Action s. 2023 Summer Work (Enc. 65)
- Action t. Special Education Summer School Additions 2023-24 (Enc. 66)
- Action u. Temporary-On-Call rates for 2023-24 School Year (Enc. 67)

16. BOARD OF COOPERATIVE EDUCATIONAL SERVICES

- Action a. Appoint Board Reps to Serve on Clinton/Essex County School Boards (Enc. 68)
- Action b. Appoint Voting Delegate/Alternate for NYSSBA Convention (Enc. 69)
- Action c. Appoint NYSSBA Legislative Liaison (Enc. 70)
- Action d. Requests for Approval to Attend Conference/Workshop (Enc. 71)
- Action e. Resolution to Approve Staffing Updates/Changes for Safety Plans (Enc. 72)
- No Action f. Revised Polices- First Reading (Enc. 73)
- Action g. Adopt Revised Policy (Enc. 74)
- No Action h. Policies to be Reviewed Annually (Enc. 75)
- No Action i. Policy Requiring Board Members Signature (Enc. 76)

17. NEW BUSINESS

- No Action 18. OTHER

No Action 19. NEXT BOARD MEETING

Wednesday, August 16, 2023, at the CVES Conference Center in Plattsburgh –
Proposed Executive Session at 6:00 pm

- No Action 20. REPORTS FROM DIRECTORS (Enc. 77)

- Action 21. ADJOURNMENT

CHAMPLAIN VALLEY EDUCATIONAL SERVICES

VISION

We aspire to be the premier provider of dynamic and innovative educational programs and share services, serving as a catalyst for personal and regional growth and development toward a brighter global future.

MISSION

Champlain Valley Educational Services is committed to being a valued and trusted partner by supporting students, schools, and communities to excel through high-quality education, training, and shared services.

IMPORTANT DATES

August 16, 2023	Board Meeting – CVES Conference Center – 6:00 pm
September 13, 2023	Board Meeting – Yandon-Dillon Center, Mineville – 6:00 pm
October 11, 2023	Audit Committee Meeting – Conference Center, Plattsburgh – 5:00 pm
October 11, 2023	Board Meeting – Conference Center, Plattsburgh – 6:00 pm
October 18, 2023	CV-TEC Family Night – Mineville – 6:00 pm
October 19, 2023	Special Education Family Night - WAF – 5:00 pm
October 26, 2023	CV-TEC Family Night – Plattsburgh – 6:00 pm
October 26-28, 2023	NYSSBA Convention – Buffalo
November 1, 2023	Board Budget Committee Meeting – Discuss Budget Development & Review 2023-43 Reconciliations – Conference Center, Plattsburgh 7:00 pm
November 8, 2023	Board Meeting – Yandon-Dillon Center, Mineville – 6:00 pm
December 5, 2023	Board Budget Committee Meeting – Review 2022/23 Reconciliations & Set Parameters for 2024-25 Budgets – Conference Center, Plattsburgh 7:00 pm
December 13, 2023	Audit Committee Meeting – Plattsburgh 5:00 pm
December 13, 2023	Board Meeting – Plattsburgh – 7:30 pm
January 10, 2024	Board Meeting – Yandon-Dillon Center, Mineville – 6:00 pm
January 25, 2024	Board Budget Committee Meeting – Analyze/Discuss Preliminary 2024-25 Budgets – Finalize Draft Budgets – Conference Center, Plattsburgh - 7:00 pm
February 14, 2024	Audit Committee Meeting – Conference Center, Plattsburgh 5:00 pm
February 14, 2024	Board Meeting/Budget Presentations – Conference Center, Plattsburgh – 6:00 pm
March 13, 2024	Board Meeting – Yandon-Dillon Center, Mineville – 6:00 pm
March 20, 2024	CV-TEC Open House – Mineville – 6:00 pm
March 21, 2024	CV-TEC Open House – Plattsburgh – 6:00 pm
April 10, 2024	Annual Meeting – CVES Conference Center, Plattsburgh – 6:00 pm
April 18, 2024	Election of CVES Board Members and Vote on Administrative Budget
May 8, 2024	Audit Committee Meeting – Yandon-Dillon Center, Mineville 5:00 pm
May 8, 2024	Board Meeting – Yandon-Dillion Center, Mineville – 6:00 pm
May 15, 2024	NTHS Ceremony (Mineville Campus) Moriah CSD – 7:00 pm
May 22, 2024	NTHS Ceremony (Plattsburgh Campus) Conference Center – 7:00 pm
June 5, 2024	SkillsUSA Awards – CVES Conference Center, Plattsburgh – 6:00 pm
June 6, 2024	No. Country Loggers Awards Banquet – CV-TEC, Plattsburgh – 6:00 pm
June 7, 2024	WAF Graduation Ceremony – SUNY Giltz Auditorium – 9:30 am
June 12, 2024	Board Meeting – Conference Center, Plattsburgh – 6:00 pm
June 13, 2024	Plattsburgh Rise Center kindergarten Graduation – 10:00 am
June 18, 2024	CV-TEC Mineville Graduation Ceremony – Moriah Central School – 7:00 pm
June 20, 2024	CV-TEC Plattsburgh Graduation Ceremony – TBD – 7:00 pm
June 20, 2024	Yandon-Dillon Graduation Ceremony- Mineville Campus – 10:00 am

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 offence 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 Katelyn Smart to the position of Board Clerk, effective July 12, 2023 through the July 2024 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 12, 2023 through the July 2024 Reorganization Meeting, with an additional compensation of \$42.99/hr 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 12, 2023 through the July 2024 Reorganization Meeting, per terms and conditions of Employment Agreement.

ENC. 4

Recommend that the Board appoint Derek Leavine to the position of Deputy Treasurer of the Board, as needed, effective July 12, 2023 through the July 2024 Reorganization Meeting, with no additional compensation.

ENC. 5

Recommend that the Board appoint Angela Jennette to the position of Claims Auditor, effective July 12, 2023 through the July 2024 Reorganization Meeting, with an additional compensation of \$36.00/hour for hours worked beyond the contractual workday.

ENC. 6

Recommend that the Board appoint Deborah Sears to the position of Deputy Claims Auditor, effective July 12, 2023 through the July 2024 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 12, 2023 through the July 2024 Reorganization Meeting, with an additional compensation of \$52.02/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 12, 2023 through the July 2024 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 12, 2023 through the July 2024 Reorganization Meeting, with no additional compensation.

ENC. 10

Recommend that the Board appoint Hayden Reidy as the Extraclassroom Faculty Auditor, effective July 13, 2023 through the July 2024 Reorganization Meeting, with no additional compensation.

ENC. 11

Recommend that the Board appoint Katelyn Smart to the position of Records Access Officer, effective July 12, 2023 through the July 2024 Reorganization Meeting, with no additional compensation.

ENC. 12

Recommend that the Board appoint Dr. Mark Davey to the position of Records Access Appeals Officer, effective July 12, 2023 through the July 2024 Reorganization Meeting, with no additional compensation.

ENC. 13

Recommend that the Board appoint Hayden Reidy to the position of Records Management Officer, effective July 12, 2023 through the July 2024 Reorganization Meeting, with no additional compensation.

ENC. 14

Recommend that the Board appoint Thomas Smith as the Asbestos Designee, effective July 12, 2023 through the July 2024 Reorganization Meeting, with no additional compensation.

ENC. 15

Recommend that the Board appoint Matthew Walentuk and Michelle Lawrence as CVES Civil Rights Compliance Officers, effective July 12, 2023 through the July 2024 Reorganization Meeting, with no additional compensation.

ENC. 16

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

ENC. 17

Recommend that the Board appoint Matthew Slattery as CVES Section 504 Compliance Officer effective July 12, 2023 through the July 2024 Reorganization Meeting, with no additional compensation.

ENC. 18

Recommend that the Board appoint Matthew Slattery as Medicaid Compliance Officer effective July 12, 2023 through the July 2024 Reorganization Meeting, with no additional compensation.

ENC. 19

Recommend that the Board appoint Matt Palkovic, Network and Systems Coordinator, as Data Protection Officer, effective July 12, 2023 through the July 2024 Reorganization meeting, with no additional compensation.

ENC. 20

Recommend that the Board appoint Matthew Slattery as McKinney-Vento Liason effective July 12, 2023 through the July 2024 Reorganization Meeting, with no additional compensation.

ENC. 21

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 2023-24 school year.

2. Recommend that the Board designate the following banks as official depositories for temporary investments, as authorized by Board Policy, for the 2023-24 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. 22

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

ENC. 23

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, 2023 through the July 2024 Reorganization Meeting, with no additional compensation.

ENC. 24

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. 25

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

ENC. 26

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, 2023 through July 2024 Reorganization Meeting, with no additional compensation:

Chief Faculty Advisors – Adam Facteau for the Plattsburgh Campus, Mark Brown for the Satellite Campus, Grace Stay for the Mineville Campus, and Michele Friedman back up for all campuses.

ENC. 27

Recommend that the Board authorize the following individuals to collect money at all CVES locations for the 2023-24 school year:

CV-TEC – All Campuses

Tanner Senecal – Culinary Arts Management Program Activities – Plattsburgh Campus
Grace Mayhew – Environmental Conservation/Forestry Program Activities – Plattsburgh Campus
Joshua Pierce – Environmental Conservation/Forestry Program Activities – Plattsburgh Campus
Kimberly Lincoln – Cosmetology Program Activities - Plattsburgh Campus
Lisa Banker – Cosmetology Program Activities - Plattsburgh Campus
Jean Gonyo – Cosmetology Program Activities - Mineville Campus
Erin Meyer – Animal Science/Veterinary Assistant Program Activities – Plattsburgh Campus
Anika Craig – Animal Science/ Large Animal Production Program Activities – Plattsburgh Campus
Janet Miller - Adult Education Tuitions and other CV-TEC programs – Plattsburgh Campus
Chirag Patel - Adult Education Tuitions and other CV-TEC programs - Plattsburgh Campus
Nicole Osika – Adult Education Tuitions and other CV-TEC programs – Plattsburgh Campus
Samantha Collins – Adult Education Tuitions and other CV-TEC programs – Plattsburgh Campus
Kathy Mallette - Adult Education Tuitions and other CV-TEC programs – CVES Learning Hub
Kelly Gowett – Health Career Program Activities – Plattsburgh Campus
Jacqueline Dashnaw – Pre-school payments for Early Childhood Education Program - Plattsburgh Campus
Marcie Frasier – Adult Education Tuitions and other CV-TEC programs - Mineville Campus
Deborah Misik, PreCTE Food Service Program Activities – Plattsburgh Campus
Nicole Gillespie, PreCTE Food Service Program Activities - Plattsburgh Campus

ENC. 27 (Continued)

Rise Center for Success – Plattsburgh and Mineville Campus

Angie Lecuyer – Program activities – Plattsburgh Campus
Karen Davis – Program Activities – Plattsburgh Campus
Tonya Robinson – Work Experience Program Activities – Plattsburgh Campus
Erin Garrison – Work Experience Program Activities – Plattsburgh Campus
Marcie Frasier – Program Activities – Mineville Campus

School Support Services

Angela Jennette – Participant fees and other SSS services – CVES Learning Hub
April Miner – Participant fees and other SSS services – CVES Learning Hub
Tina Trombley – Participant fees and other SSS services – CVES Learning Hub

Management Services

Deanna Akin – Bank deposits and general collections – CVES Learning Hub
Derek Leavine – Bank deposits and general collections – CVES Learning Hub

Cafeteria

Adele Huchro – Cafeteria Sales - Mineville Campus
Julie Holbrook – Cafeteria Sales - Mineville & Plattsburgh Campuses
Marta Leavine – Cafeteria Sales - Mineville & Plattsburgh Campuses
Angela Provost – Cafeteria Sales - Plattsburgh Campus

ENC. 28

Recommend that the Board approve the following Dignity Act Coordinators for the 2023-24 school year:

Adam Facteau – Main Campus, John Harold Building
Mark Brown – Satellite Campus
Dr. Grace Stay – Mineville Campus
Diane Thompson – Main Campus, William A. Fritz Building

ENC. 29

Recommend that the Board approve the Draft Minutes from the June 14, 2023 Regular Board meeting. (attached)

ENC. 30

Recommend that the Board approve the Certification of Warrant for June 6, 2023 to June 28, 2023. (attached)

ENC. 31

Recommend that the Board approve the Treasurer’s Report for May 31, 2023. (attached)

ENC. 32

Recommend that the Board approve the Extraclassroom Treasurer's Report for May 31, 2023. (attached)

ENC. 33

Recommend that the Board approve the donation of (2) 12V Impact/Drive Drill Kits with batteries, chargers, and bags by Hynes Electric Supply Company Inc. The items donated to the CV-TEC Division will benefit two electrical students (Most Outstanding Adult Student and Most Outstanding High School Student) on the CV-TEC Plattsburgh Main Campus.

ENC. 34

Recommend that the Board approve the following petty cash funds and bursars for the 2023-24 school year (each fund will maintain an amount of \$100/each):

Include:

Rise - CVES Plattsburgh Campus – Karen Davis
School Support Services - CVES Learning Hub – April Miner
Rise/CV-TEC - CVES Mineville Campus – Marcie Frasier
CV-TEC - CVES Learning Hub – Kathy Mallette
Management Services – CVES Learning Hub – Christine Myers
CV-TEC - CVES Plattsburgh Campus – Janet Miller

ENC. 35

Recommend that the Board approve the following change funds and custodians of the funds for the 2023-24 school year:

Rise Center for Success:

Work Experience (Plattsburgh), Tonya Robinson - \$25.00
Short-term classroom program activities (Plattsburgh), Karen Davis - \$25.00

CV-TEC:

Cosmetology II (Plattsburgh), Lisa Banker - \$100
Cosmetology (Mineville), Jean Gonyo - \$200
Culinary Arts & Hospitality Resort Services (Plattsburgh), Tanner Senecal - \$200
(\$100 per each register)
Conservation (Plattsburgh), Joshua Pierce - \$50
Student Tuitions and Fees (Plattsburgh), Chirag Patel - \$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:

Approval of WIOA Title I, special aid fund project, in the amount of \$664,886, for the period of July 1st, 2023, through June 30, 2024 (pending State Education Department approval). (CV-TEC)

ENC. 37

Recommend that the Board approve the following Budgets for the 2023-2024 school year:

1. Summer School Aged Non-Specified Programs Budget in the amount of \$448,002 for the 2023-2024 school year (COSER 940 – Special Education)
2. Summer School Aged 6:1:1 Autism Budget in the amount of \$167,318 for the 2023-2024 school year (COSER 941 – Special Education)
3. Summer School Aged Intensive Therapeutic Support Program (ITSP) Budget in the amount of \$41,416 for the 2023-2024 school year (COSER 943 – Special Education)
4. Summer School Aged Related Service Only Budget in the amount of \$3,564 for the 2023-2024 school year (COSER 962 – Special Education)
5. Summer School Aged 1:1 Teacher Assistant Budget in the amount of \$37,170 for the 2023-2024 school year (COSER 964 – Special Education)
6. Summer School Aged 1:1 Nurse Budget in the amount of \$7,811 for the 2023-2024 school year (COSER 965 – Special Education)
7. Summer School Aged 1:1 Aide Budget in the amount of \$297,990 for the 2023-2024 school year (COSER 966 – Special Education)

ENC. 38

Recommend that the Board approve the following Lease Agreement:

Agreement between Clinton-Essex-Warren-Washington BOCES and Plattsburgh City School District for the purpose of allowing BOCES to lease one classroom at the Duken Building, 49 Broad Street, Plattsburgh, NY 12901. The agreement will commence September 1, 2023 and will continue through June 30, 2024. The annual rent paid to Plattsburgh City School District by BOCES for the contract term of September 1, 2023 to June 30, 2024 shall be \$4,900. (Management Services) (attached)

ENC. 39

Recommend that the Board approve the following Ancillary Services Agreement:

Ancillary Services Agreement between Plattsburgh City School District and Clinton-Essex-Warren-Washington BOCES to coincide with the Duken Building Lease Agreement term of September 1, 2023 through June 30, 2024. The amount of \$4,900 shall be paid by BOCES to the District for ancillary services for the term of the agreement. (Management Services) (attached)

ENC. 40

Recommend that the Board approve the following Lease Agreement:

Agreement between Clinton-Essex-Warren-Washington BOCES and Plattsburgh City School District for the purpose of allowing BOCES to lease two classrooms at the Plattsburgh High School, 1 Clifford Drive, Plattsburgh, NY 12901. The agreement will commence September 1, 2023 and will continue through June 30, 2024. The annual rent paid to Plattsburgh City School District by BOCES for the contract term of September 1, 2023 to June 30, 2024 shall be \$9,800. (Management Services) (attached)

ENC. 41

Recommend that the Board approve the following Ancillary Services Agreement:

Ancillary Services Agreement between Plattsburgh City School District and Clinton-Essex-Warren-Washington BOCES to coincide with the Plattsburgh High School Lease Agreement term of September 1, 2023 through June 30, 2024. The amount of \$9,800 shall be paid by BOCES to the District for ancillary services for the term of the agreement. (Management Services) (attached)

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 2023/2024 school year.

ENC. 43

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

ENC. 43 (Continued)

Be it resolved that the Clinton-Essex-Warren-Washington BOCES Board 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 2023/2024 school year (see attached).

ENC. 44

Recommend that the Board award the following Bid:

Award the “CVES Mineville Campus Interior Door Replacement Project” bid, for the replacement of specified doors at the Mineville Campus, in the amount of \$112,682 to Hartson Total Opening, Inc. of Plattsburgh, NY

Note: One additional company submitted a bid:

1. Murnane Building Contractors of Plattsburgh, NY, with a bid of \$134,000

ENC. 45

Recommend that the Board appoint Board Members to the CVES Budget Committee (for the development of the 2024-25 CVES budget) for the 2023-24 school year. (2022-23 members were Leisa Boise, Patricia Gero, and Lori Saunders)

ENC. 46

Recommend that the Board appoint at least three Board Members to the CVES Audit Committee (pertaining to the 2022-23 school year) for the 2023-24 school year. (2022-23 members were Richard Harriman, Sr., Donna LaRocque, and Thomas McCabe)

ENC. 47

1. Recommend that the Board amend the following appointments that were approved at the May 10, 2023 Board meeting:

School ~~Social Worker~~ Counselor, hourly rate of pay per contract
Danielle O’Mara YD

2. Recommend that the Board amend the following appointments that were approved at the June 14, 2023 Board meeting:

Recommend the Board approve the following 2023 Summer Work:

School Counselor school year preparation, ~~\$56.67/hr~~ \$48.57/hr
Joanne Mazzotte Not-to-exceed 60 Hours

ENC. 47 (Continued)

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

Name: Reed Hofmann
Position: Physical Therapist
Effective Date: September 5, 2023
Tentative Permanent Date: September 5, 2024
Annualized Salary: \$52,045-\$55,000

ENC. 48

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

1. Shanna Rivers, Teacher Aide/Student Aide, effective June 23, 2023
2. Stefan Ramirez, Special Education Teacher, effective June 24, 2023
3. Madelyn Gonzalez, Teacher Aide/Student Aide, effective June 24, 2023
4. Andrew Brousseau, Teaching Assistant, effective July 1, 2023, for the purpose of accepting a Teacher Aide/Student Aide position
5. Morgyn Cassavaugh, Teacher Aide/Student Aide, effective September 5, 2023, for the purpose of accepting a Teaching Assistant position
6. Bevan Gertsch-Cochran, Culinary Instructor, effective August 5, 2023

ENC. 49

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

1. Madison Bokus, Teacher Aide/Student Aide, unpaid leave of absence, effective May 22, 2023, through June 23, 2023.

ENC. 50

Recommend that the Board approve the following Temporary Grant Appointment from June 20, 2023-June 30, 2023:

1. Katelyn Bowers, Work Study Student, not to exceed 25 hours, at \$14.20/hour

ENC. 51

Recommend that the Board approve the following Temporary Grant Appointment from July 1, 2023- December 31, 2023

1. Katelyn Bowers, Work Study Student, not to exceed 135 hours, at \$14.20/hour
2. Melinda Sears, Work Study Student, not to exceed 160 hours, at \$14.20/hour
3. Brady Brazil, Work Study Student, not to exceed 160 hours, at \$14.20/hour

ENC. 51 (Continued)

4. Caleb LaDuke, Work Study Student, not to exceed 160 hours, at 14.20/hour

ENC. 52

Recommend that the Board approve the following Temp-on-call and Substitute positions for the 2022-2023 school year:

<u>Name</u>	<u>Title</u>
Wyatt Premore	Computer Lab Assistant

ENC. 53

Recommend that the Board approve the following Temp-on-call and Substitute positions for the 2023-2024 school year:

<u>Name</u>	<u>Title</u>
Wyatt Premore	Computer Lab Assistant
Kolbee LaPoint	Computer Lab Assistant
Shanna Rivers	Teacher Aide/ Student Aide

ENC. 54

Recommend that the Board grant a Permanent Appointment (Civil Service) to the following person(s):

1. Amanda Buskey, Education Grant Specialist, Effective August 3, 2023
2. Brianna Burnham, Education Grant Specialist, Effective August 7, 2023
3. Erin Keefe, Personnel Specialist, Effective August 15, 2023
4. Laura Sterling, Personnel Specialist, Effective August 15, 2023

ENC. 55

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

1. Name: Todd Mayo
Position: Cleaner/Messenger
Effective Date: June 26, 2023
Tentative Permanent Date: June 26, 2024
Annualized Salary: \$34,000

ENC. 55 (Continued)

2. Name: Andrew Brousseau
Position: Teacher Aide/Student Aide
Effective Date: July 1, 2023
Tentative Permanent Date: July 1, 2024
Annualized Salary: \$22,000
3. Name: Dana Gilbo
Position: Occupational Therapist
Effective Date: September 5, 2023
Tentative Permanent Date: September 5, 2024
Annualized Salary: \$59,500
4. Name: Dawn Abar
Position: Registered Nurse (Schools)
Effective Date: September 5, 2023
Tentative Permanent Date: September 5, 2024
Annualized Salary: \$50,000
5. Name: Samantha Collins (Pending Fingerprint Clearance)
Position: Account Clerk/Typist
Effective Date: July 13, 2023
Tentative Permanent Date: July 13, 2024
Annualized Salary: \$31,000

ENC. 56

Recommend that the Board appoint the following person(s) to a 12-week Civil Service Probationary appointment as follows:

1. Name: Caroline Goodrow
Position: Employment and Training Counselor
Effective Date: July 3, 2023
Tentative Permanent Date: September 25, 2023
Annualized Salary: \$58,000
2. Name: Katrina Guynup
Position: Employment and Training Counselor
Effective Date: July 3, 2023
Tentative Permanent Date: September 25, 2023
Annualized Salary: \$51,000

ENC. 57

Recommend that the Board appoint the following person(s) to a Temporary Appointment as follows for the 2023-2024 school year:

1. Name: Chelsea Benway
Position: Special Education Teacher
Effective Date: July 1, 2023- June 30, 2024
Certification Status: Teaching Assistant Level III
Annualized Salary: \$50,000

2. Name: Eric Pollard
Position: Deaf & Hearing-Impaired Teacher
Effective Date: September 5, 2023- June 30, 2024
Certification Status: Uncertified
Annualized Salary: \$67,000

3. Name: Thomas Willette
Position: Security and Law Enforcement Teacher
Effective Date: September 5, 2023- June 30, 2024
Certification Status: Uncertified
Annualized Salary: \$47,582

4. Name: Morgyn Cassavaugh
Position: Teaching Assistant
Effective Date: September 5, 2023- June 30, 2024
Certification Status: Uncertified
Annualized Salary: \$26,828

ENC. 58

Recommend that the Board renew the following Temporary Appointments effective September 5, 2023 through June 30, 2024:

<u>Name</u>	<u>Position</u>
Mary Lou Allen	Adult Literacy Teacher
Penny Bowers	Adult Literacy Teacher
Dalton Castine	Adult Literacy Teacher
Alexis Dirolf	Adult Literacy Teacher
Madeline Kaplan	Adult Literacy Teacher
Bridget Snow	Adult Literacy Teacher
Tiffany Snow	Adult Literacy Teacher
Rene Sprague	Adult Literacy Teacher

ENC. 58 (Continued)

Jacoby Richards	Auto Body Teacher
Jenna Broeker	Deaf & Hearing-Impaired Teacher
Taylor Sprague	Environmental Conservation/Forestry Teacher
Maria Hurteau	LPN Teacher
Erin Spoor	LPN Teacher – 50%
Tyler Langley	Physical Education Teacher
Frank Mercier	Security & Law Enforcement Teacher
Jesse Ballard	Special Education Teacher
Joanne Beaudry	Special Education Teacher
Ashley Brown	Special Education Teacher
Rachel Boire	Special Education Teacher
Judy Deyo	Special Education Teacher
Heather Agoney	Teaching Assistant
Kenny Allen	Teaching Assistant
Suzanne Chrisman	Teaching Assistant
Jacob Cummings	Teaching Assistant
Marky Desrocher	Teaching Assistant
Myah Green	Teaching Assistant
Heather Hampton	Teaching Assistant
Robert Holt	Teaching Assistant
Lauren Jaquish	Teaching Assistant
Staci Norton	Teaching Assistant
Kent Olsen	Teaching Assistant
Richard Beaudry	Welding Teacher

ENC. 59

Recommend that the Board approve the following Facilitator(s) for the 2023-24 school year:

Facilitators, \$30/hour
Danielle Janisewski

ENC. 60

Recommend that the Board approve the following part-time appointment for the 2022-2023 school year:

Education Grant Specialist, \$26/hr
Kelley Wilson-Stevens

ENC. 61

Recommend that the Board approve the following Part-Time appointment for the 2023-2024 school year:

Education Grant Specialist, \$26/hr
Kelley Wilson-Stevens

ENC. 62

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

1. Name: Krysten Connors
Tenure Area: Business Education
Position: Business Education Teacher
Effective Date: June 16, 2023
Tentative Tenure Date: June 16, 2027
Certification Status: Business (CTE) 7-12, Transitional A Certificate

2. Name: Maxwell Neimeier
Tenure Area: Special Education Teacher
Position: Special Education Teacher
Effective Date: September 5, 2023
Tentative Tenure Date: September 5, 2027
Certification Status: Students with Disabilities (Grades 1-6) Initial Certificate
Annualized Salary: \$50,582

ENC. 63

Recommend that the Board approve the following Part-Time Allied Health Teacher(s) for the 2023-2024 school year:

<u>Name</u>	<u>Position</u>	<u>Annualized Salary</u>	<u>Prorated Salary</u>
Britany DuBrey	Allied Health Teacher 20%	\$47,895	\$9,579
Emily LeFevre	Allied Health Teacher 20%	\$53,835	\$10,767
Erin Spoor	Allied Health Teacher 20%	\$59,997	\$11,999.40

ENC. 64

Recommend that the Board approve the following Adult Education Course Instructors for the 2023-2024 school year:

Adult Education Health Careers, Hourly rate of pay per contract
Helen Jessey
Britany Dubrey

Adult Education, \$30/Hr
Dylan Limlaw
Kieran Kivlehan

ENC. 65

Recommend that the Board approve the 2023 Summer Work:

Continuation of Normal workday duties, Hourly rate of pay
Toni Perez Not-to-exceed 24 Hours

Classroom Move/Setup, Hourly rate of pay
Jennifer Gero Not-to-exceed 12 hours

Summer CTE Teacher Training, Hourly rate of pay per contract
Penny Comes Not-to-exceed 18 Hours

Hospital Faculty Orientation, hourly rate of pay
Emily LeFevre Not-to-exceed 6 Hours
Maria Hurteau Not-to-exceed 6 Hours
Erin Spoor Not-to-exceed 6 Hours

Accreditation Re-Approval/ Curriculum Development, hourly rate of pay per contract
Maria Hurteau Not-to-exceed 18 Hours
Erin Spoor Not-to-exceed 18 Hours

Student Club/Activity Preparation, Hourly rate of pay per contract
Elizabeth Theeman Not-to-exceed 6 Hours

Middle School Academic/Behavioral Program Preparation, Hourly rate of pay per contract
Stephanie Zehr Not-to-exceed 12 Hours
Jesse Ballard Not-to-exceed 12 Hours
Suzanne Chrisman Not-to-exceed 12 Hours
Julie Adams Not-to-exceed 12 Hours

Middle School Academic/Behavioral Program Preparation, \$30/hr
Dawn Bordeau Not-to-exceed 12 Hours

Autism Program Training, \$16.50/hr
Peggy Mello Not-to-exceed 12 Hours
Julie Filion Not-to-exceed 12 Hours
Shannon Breen Not-to-exceed 12 Hours
Kayla Rivera Not-to-exceed 12 Hours
Kayla Mills Not-to-exceed 12 Hours
Sarah Ryan Not-to-exceed 12 Hours
Tabitha Imondi Not-to-exceed 12 Hours
Sydney Myers Not-to-exceed 12 Hours
Shannon Breen Not-to-exceed 12 Hours
Abigail Breyette Not-to-exceed 12 Hours
Rebekah Riley Not-to-exceed 12 Hours

ENC. 65 (Continued)

Professional Development/ Autism Program, \$30/hr

Tedi Bourg	Not-to-exceed 12 Hours
Jamie Ledwith	Not-to-exceed 12 Hours

Transition Services, Hourly rate of pay per contract

Nga Yu (Vanessa) Kwok	Not-to-exceed 200 Hours
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ENC. 66

Recommend that the Board approve the following 2023-24 Special Education Summer School Staffing additions:

Teacher Aide/Student Aide, \$16.50/hr

Abigail Breyette	WAF
Shannon Breen	WAF
Rebekah Riley	WAF
Dawn Perry	WAF
Sydney Myers	WAF
Abaigael Lebrun	WAF
Brandy Rivers	WAF
Chelsea Sheridan	WAF
Annette Miller	WAF
Elvis Ebot	WAF
Heidi Drollette	WAF(<i>pending fingerprint clearance</i>)

Teacher, \$42/hr

Tedi Bourg	WAF
Jamie Ledwith	WAF

Teaching Assistant, \$28/hr

Kristen Kavanaugh	WAF
Jordan Doherty	WAF
Johanna Pray	WAF

Speech and Hearing Teacher, Hourly rate of pay per contract

Shanni Hicks-Wilson	WAF
Christie Lee	WAF

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

John Law	WAF
Randa Newell	WAF
Cynthia LaBombard	WAF
Alexis Beyer	WAF

ENC. 66 (Continued)

Andrew Brousseau WAF
 Amy Keech Y/D

ENC. 67

Recommend the Board establish the following Temporary On-Call rates for the 2023-2024 school year effective July 1, 2023.

Title (Temporary-On-Call)	2022-23	Type	2023-2024	Type
Teacher	\$125	Daily	\$130	Daily
Counselor	\$125	Daily	\$130	Daily
Nurse (RN)	\$145	Daily	\$150	Daily
Teaching Assistant	\$110	Daily	\$115	Daily
Teacher Aide/Job Placement Aide	\$100	Daily	\$105	Daily
Custodial Worker	\$16	Hourly	\$17	Hourly
Building Maintenance Mechanic	\$17	Hourly	\$18	Hourly
Custodial/Building Maintenance Mechanic - Retiree	\$19	Hourly	\$20	Hourly
Bus Driver	\$21	Hourly	\$22	Hourly
Cook	\$16	Hourly	\$17	Hourly
Food Service Helper	\$15	Hourly	\$16	Hourly
Musical Instrument Repair Technician	\$20	Hourly	\$20	Hourly
Audio Visual Repair Technician	\$15	Hourly	\$15	Hourly
Cleaner Messenger	\$16	Hourly	\$17	Hourly
Computer Specialist	\$16	Hourly	\$17	Hourly
Computer Lab Assistant	\$15	Hourly	\$16	Hourly
Laborer	\$15	Hourly	\$16	Hourly
Temporary-On-Call Clerical (Clerk, Typist, Account Clerk/Typist, Stenographer, and Senior Stenographer)	\$16	Hourly	\$17	Hourly
Temporary-On-Call Clerical – CVES Retiree	\$19	Hourly	\$20	Hourly
Principal	\$365	Daily	\$370	Daily
Administrator	\$465	Daily	\$470	Daily

ENC. 68

Appoint Representatives for the Clinton & Essex County School Boards Association for 2023-24.
(2022-23 Representative for Clinton County was Richard Harriman Sr.)
(2022-23 Representative for Essex County was Michael St. Pierre)

ENC. 69

Appoint Voting Delegate/Alternate for New York State School Boards Convention.
(2022-23 Delegate was Ed Marin, Alternate was Richard Harriman, Sr.)

ENC. 70

Appoint NYSSBA Legislative Liaison.
(2022-23 Delegate was Richard Harriman Sr.)

ENC. 71

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
NYSSBA Leadership in Education Conference
July 28-29, 2023 Albany, NY (overnight accommodations needed)
2. Leisa Boise, Richard Harriman, Sr., Donna LaRocque, Ed Marin, Emily Phillips, Emily Reynolds-Bergh, Michael St. Pierre & Donna Wotton
2023 NYSSBA Annual Convention
October 26-28, 2023 Buffalo, NY (overnight accommodations needed)

ENC. 72

Recommend that the Board approve updates of any names, titles, and 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, 2023 through June 30, 2024

ENC. 73

Revised Policy – First Reading

1. #5600 Personal Property Accountability

ENC. 74

Revised Policy – Waive First Reading & Adopt
1. #5300 Code of Conduct

ENC. 75

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. 76

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 77

Board Reports (attached)