

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

DATE: October 11, 2023
KIND OF MEETING: Regular Board Meeting
PLACE: CVES Conference Center Plattsburgh, NY

Board Members Present:

Leisa Boise
Dina Garvey
Patricia Gero
Richard Harriman, Sr.
Donna LaRocque
Bruce Murdock
Emily Phillips
Craig Randall
Lori Saunders
Michael St. Pierre
Eddie Webbinaro
Ed Marin
Emily Reynolds Bergh
Donna Wotton

Board Members Absent:

Kathy Comins-Hunter

Executive Officer:

Dr. Mark Davey

Board Clerk:

Katelyn Smart

Others Present:

Amy Campbell
Matthew Slattery
Eric Bell
Jennifer Parker
Tyler Puchrik
Alaina Weare
Deborah Misik
Betsy Laundrie
Brigitte Phillips
CV-TEC Culinary Students

MEETING
TO ORDER

Board President Michael St. Pierre called the meeting to order at 6:06 pm.

AUDIT
PRESENTATION
WEST & COMPANY

Dr. Davey introduced External Auditors Mr. Michael Rossi, CPA, and Ms. Amy Pedrick, CPA from West & Company. He thanked Mr. Rossi and Ms. Pedrick for their service and annual work with CVES. They have been CVES' Auditors since 2004, nearly twenty years. Mr. Eric Bell commented on the immense asset Mr. Rossi and Ms. Pedrick are to CVES. The Auditors assist CVES with developing robust procedures, providing extra visits, and helping each year as part of their annual financial review and Audit. Mr. Rossi and Ms. Pedrick are working with Mr. Eric Bell, Assistant Superintendent for Management Services, Mrs. Christine Myers, CVES Treasurer, and our Management Services Team to proactively implement procedures to help ensure the correct execution of all of CVES' financial operations, including the new WIOA grant.

Mr. Rossi spoke to the Board Members and public audience about the June 30, 2023 External Audit. Mr. Rossi shared that he and Ms. Pedrick are responsible for meeting with the Audit Committee and reviewing any concerns or suggestions in detail which happened before the board meeting. After the CVES Board approves that Audit, the completed 2022-23 Audit will be sent to the State Comptroller and the NYS Education Department. The last step of the accepted Audit process is sending the single audit to the Federal Government.

This year, the Auditors focused on all the BOCES and Adult Education as their single focus area. Mr. Rossi explained the different points of Audit for areas like the Extraclassroom Activity Fund. This fund is audited once the cash and checks are deposited into the bank account and not at the point of sale.

Overall, the Audit went well. Mr. Rossi informed the entire Board that the Report listed an opinion of “unmodified” and that the financial statements were presented as fair, which is the highest rating of opinion that can be awarded. The Audit is due to New York State by October 15, 2023. Dr. Davey thanked the Auditors and the Audit Committee for their time and work reviewing and discussing the Audit. He also shared his appreciation to CVES’ Management Services staff and internal Auditors for their high-quality work and support throughout the year, which ensured the successful Audit. The Audit Committee recommended that the Board approve CVES’ 2023-23 Annual Independent Audit, which is on the Board’s agenda for approval at this meeting.

**BOARD
APPRECIATION
WEEK**

Dr. Davey began the Board Member Appreciation Recognition Celebration by speaking about our CVES Board members' contributions and their collective time of over 100 combined years of voluntary service. Dr. Davey noted that CVES is fortunate to have dedicated Board members who enrich the lives of students, staff, and their component districts with their presence and decision-making capabilities. Board President Michael St. Pierre and Dr. Davey then presented certificates of appreciation to each CVES Board Member. Board President St. Pierre thanked his colleagues on the Board and expressed thoughtful sentiments for everything they do. President St. Pierre and Dr. Davey acknowledged that the Board had two special activities as part of the Board Appreciation Celebration. First, the Rise Center for Success students painted beautiful individual canvas paintings for each Board member. Second, our CV-TEC Culinary students and staff prepared delicious dessert treats for the Board to enjoy.

Mrs. Amy Campbell, Assistant Superintendent of Educational Services, introduced Ms. Jennifer Parker, CV-TEC’s CTE & Academic Curriculum Coordinator. Ms. Parker thanked the Board members for participating in every decision they make to benefit the students and staff of CVES. Ms. Parker spoke of the challenges the new instructors are succeeding through, and the almost completed remodel. Chef Deborah Misik has been an essential person in assisting in the transitions. Then, Ms. Parker introduced the CV-TEC Culinary Team.

Chef Deborah Misik, CV-TEC's Pre-CTE instructor, explained that her class is a stepping stone to enroll in the Culinary Arts Management Program. Chef Misik breaks down that program's curriculum for her students into foundations and pieces for each learning ability in her class. Her students are learning cookie-making basics, including measurement, weights, and teamwork, and her students prepared a brownie and two cookies for the Board members to enjoy.

First-year Culinary Instructors Chef Ms. Alaina Weare and Chef Mr. Tyler Puchrik introduced their program to the Board members, and they praised their Culinary students and introduced them. Both Chefs have diverse backgrounds within the culinary field and bring unique perspectives to the program. The Culinary students made cupcakes, cheesecake, chocolate mousse, and a flourless torte. The Culinary students who were present represented Plattsburgh CSD, Saranac CSD, and NCCS. The students were appreciative of their Culinary instructors and very complimentary about their experiences in the program at CV-TEC. The Board members thanked the students for attending, for their hard work, and for doing an outstanding job preparing the desserts. The Board then asked questions, and the students responded. The Board praised the students for an exceptional job speaking about themselves, their Culinary program, and their teachers.

Board President St. Pierre shared with the students that there is no monetary payment for serving on the Board. He emphasized that seeing each thrive and hearing their stories is more valuable than any monetary payment, and the entire Board concurred. Dr. Davey concluded the Board appreciation portion of the meeting, addressing the students and thanking them for choosing to attend CV-TEC. He acknowledged that when CV-TEC students arrive in September, they meet new students and teachers, but shortly, they create friendships they will build with students who share their passion for their CTE area and work. Dr. Davey acknowledged that they often make new life-long friends who share their experiences and grow together. Dr. Davey thanked the Culinary students and their teachers for attending, for the delicious desserts they created, and for taking a leap of faith to pursue their passions at CV-TEC.

EXECUTIVE SESSION

Mrs. Boise moved, seconded by Mrs. Garvey, that the Board go into Executive Session at 6:56 pm for the following reasons: #5 - A matter of collective negotiations pursuant to article 14 of Civil Service Law (the Taylor Law); and #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.

In the Executive Session, the District Superintendent (DS) shared with the Board members his 2022-23 Annual Evaluation with the Commissioner of Education. He spoke to the Board members about CVES' priority areas that will be focused on in the 2023-24 school year. Next, Dr. Davey provided several confidential employee updates regarding a termination on the agenda and the extension of administrative leave. Third, Phase 2 contractual capital project updates were discussed. Fourth and lastly, Dr. Davey and the Board reviewed several collective bargaining updates and position proposals to end the Executive Session.

Mr. Harriman Sr. moved, seconded by Mrs. LaRocque., that the Board come out of Executive Session at 8:07 pm. All Board Members present voted yes—motion carried.

DS UPDATE

Dr. Davey began his DS Update, providing the updated information on CVES' enrollment numbers for the 2023-24 school year. There are approximately 860 students enrolled in CV-TEC currently. Dr. Davey shared that 11 years ago in, 2012-13, in comparison, there were 573 students. Matt Slattery, Director of Special Education, confirmed that the Rise Center has 245 students enrolled, a 50% increase in the last four years. He acknowledged that our Divisions, CV-TEC and the Rise Center for Success, and our staff had worked hard to support these exciting increases in enrollment.

Next, Dr. Davey highlighted upcoming activities happening in the next few weeks. The Mineville Campus (CV-TEC & the Rise Center for Success) is having their combined Open House on the 18th of October, The Rise Center is having theirs on the 19th, and CV-TEC in Plattsburgh will host their Family night on October 26th.

Third, Dr. Davey shared a brief Capital Project update. SED has approved Phase 2 of the project, and the written approvals are officially on file. Mr. Eric Bell shared that contractors had the opportunity to tour the project on Monday. Bids are due by October 26th for the project. Mr. Bell stated they hope to have the successful bids on the November CVES Board Agenda for approval.

Fourth, Dr. Davey discussed that the upcoming Solar Eclipse will be directly over the Northeastern part of the US and Plattsburgh on April 8, 2024, at 3:25 pm. Dr. Davey shared with the Board what component districts plan to do in preparation for the Eclipse. It has been reported nationally that Plattsburgh is a definite location where the Eclipse can be viewed, and there is expected to be a significant increase in tourism throughout the region. This increased traffic may impact dismissal times and large crowds. Dr. Davey noted that some districts are planning instructional activities and celebrations for this event.

Dr. Davey briefly provided updates from the DS meeting he attended at the end of September (9/25-9/26) earlier in the month. He reviewed several upcoming planned changes proposed for teacher certification processes. SED is developing new procedures around these updates. Additionally, SED is looking at alternative pathways for certification and amending the educational requirements of a master's degree to provide more options to help individuals attain their certification.

Sixth, Dr. Davey mentioned that NYSSBA has its Annual Business Meeting on Monday, October 16, 2023. Mr. Harriman Sr. is the Voting Delegate for CVES and will attend the virtual meeting. Dr. Davey acknowledged and thanked Mr. Webbinaro, representing the Peru School District for the Resolutions they submitted around DEI and mental health initiatives. There are 56 resolutions this year under consideration by NYSSBA, which is a record.

Next, Dr. Davey and eight CVES Board Members attended the NYSSBA Area 6 Dinner in Malone on October 5th. He thanked each member who was able to attend the NYSSBA event. The presentation this year at the dinner was about the Science

of Reading. The State is focusing on literacy in terms of its long-term importance for graduation rates. Reading fluency at grade 3 is integral for the likelihood of graduating from high school.

Lastly, Dr. Davey spoke about the Board Retreat on October 23rd, starting at 4:30 pm in Peru. Dr. Danna will be facilitating and working with the Board and Dr. Davey to review our 2023-24 Strategic Planning updates and recommendations from the District Planning Team (DPT) and each of the Divisional teams.

PREVIOUS
MINUTES

Mrs. LaRocque moved, seconded by Mrs. Boise, to approve the minutes of the September 13, 2023 Board Meeting as presented. All Board Members present voted yes—motion carried.

ANNUAL
INDEPENDENT
AUDIT

Mrs. LaRocque moved, seconded by Mrs. Boise, to approve the Annual Independent Audit. All Board Members present voted yes—motion carried.

CONSENT AGENDA
FINANCIAL

Mr. Murdock moved, seconded by Mrs. Reynolds Bergh, 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 September 2, 2023, to September 29, 2023, as presented.

TREASURER'S
REPORTS

Approve the Treasurer's Reports for August 2023 as presented.

EXTRA-
CLASSROOM
TREASURER'S
REPORT

Approve the Extraclassroom Treasurer's Report from August 31, 2023.

2023 – 2024
CHANGE FUND

Approve the following individual(s) for the 2023-2024 Change Fund:

1. Authorize Kimberly Lincoln as a custodian of the \$100 change fund at the CV-TEC Cosmetology Plattsburgh Campus.
2. Authorize Aliana Weare as a custodian of the \$200 change fund at the Culinary Arts Resort Services Plattsburgh Campus.

CONTRACT(S)

Approve the following Contract(s):

1. Contract between C-E-W-W BOCES and The Southern Regional Education Board/Schools that Work (SREB) to outline SREB's participation expectations and services under BOCES' partnership with SREB to work

towards school reform and continuous improvement of quality instruction at CV-TEC. The agreement remains in effect for the period of July 1, 2023 through June 30, 2024. The total billable amount for SREB services is \$156,000. (CV-TEC) (attached

**INITIAL CROSS
CONTRACT(S)**

Approve the following Initial Cross Contract(s):

1. 2023-24 Initial - Franklin-Essex-Hamilton BOCES, \$600,126
 - SSFC Participation (Boquet Valley)
 - Shared Business Office (Boquet Valley, Putnam)
 - Substitute Coordination (Beekmantown, Boquet Valley, Schroon Lake)
 - Insurance ACA Consulting (AuSable Valley, Beekmantown, Boquet Valley, Chazy, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh, Schroon Lake)

**CROSS CONTRACT
BUDGET(S)**

Approve the following Cross Contract Budget(s):

1. Approve the School Curriculum/Improvement – Cayuga BOCES budget in the amount of \$4,250 for the 2023-2024 school year, to accommodate for a Cross Contract with Cayuga BOCES (Ticonderoga). (Co-Ser 510 – S³)
2. Approve the School Improvement – ONC BOCES budget in the amount of \$495 for the 2023-2024 school year, to accommodate for a Cross Contract with ONC BOCES (Willsboro). (Co-Ser 523 – S³)

**CROSS CONTRACT
BUDGET
INCREASE(S)**

Approve the following Cross Contract Budget Increase(s):

1. Increase the Distance Learning – Capital Region BOCES budget from \$153,614 to \$154,000 for the 2023-2024 school year, to accommodate for an additional Cross Contract with Capital Region BOCES (Plattsburgh). (Co-Ser 431 – S³)
2. Increase the Computer Assisted Instruction – Capital Region BOCES budget from \$257,942 to \$262,900 for the 2023-2024 school year, to accommodate for an additional Cross Contract with Capital Region BOCES (AuSable). (Co-Ser 530 – S³)
3. Increase the Computer Services Admin – Capital Region BOCES budget from \$3,232,700 to \$3,263,600 for the 2023-2024 school year, to accommodate for additional Cross Contracts with Capital Region BOCES (AuSable, Beekmantown, Plattsburgh, Schroon Lake). (Co-Ser 604 – S³)
4. Increase the Facilities Security – Monroe 1 BOCES budget from \$6,386 to \$28,050 for the 2023-2024 school year, to accommodate for an additional Cross Contract with Monroe 1 BOCES (Peru). (Co-Ser 617 – S³)

5. Increase the Teacher Certification – Capital Region BOCES budget from \$42,194 to \$47,900 for the 2023-2024 school year, to accommodate for an additional Cross Contract with Capital Region BOCES (Beekmantown). (Co-Ser 667 – Mgmt. Svcs)

SPECIAL AID
FUND PROJECT(S)

Approve the following Special Aid Fund Project(s):

1. Regional Food Bank of NENY Backpack Program Special Aid Fund project, in the amount of \$2,523.08, for the period of July 1, 2023 through June 30, 2024. This is due to rollover of the 2022-2023 project funds. (Rise Center)
2. Healthcare Worker Bonus Fund, Special Aid Fund project, in the amount of \$13,456.25, for the period of July 1, 2023 through June 30, 2024. This program is funded through the New York State Department of Health (Mgmt. Svcs)
3. Perkins V Special Aid Fund project in the amount of \$214,497 for the period of July 1, 2023 through June 30, 2024. (CV-TEC)

SPECIAL AID FUND
PROJECT
CONTINUATION

Approve the following Special Aid Fund Project Continuation(s):

1. That the Employment Preparation Education Program (EPE) Special Aid Fund be allowed to continue providing services for the period October 1 – December 31, 2023. Expenditures are not allowed to exceed \$86,388. (CV-TEC)
2. That the Workforce Innovation and Opportunity Act Title II & Welfare Education Program Adult Basic Education & Literacy Services (ABE) Special Aid Fund be allowed to continue providing services for the period October 1 – December 31, 2023. Expenditures are not allowed to exceed \$27,487. (CV-TEC)
3. That the Workforce Innovation and Opportunity Act Title II & Welfare Education Program – Corrections (Essex) Special Aid Fund be allowed to continue providing services for the period October 1 – December 31, 2023. Expenditures are not to exceed \$54,259. (CV-TEC)
4. That the Workforce Innovation and Opportunity Act Title II & Welfare Education Program – Corrections (Clinton) Special Aid Fund be allowed to continue providing services for the period October 1 – December 31, 2023. Expenditures are not to exceed \$55,343. (CV-TEC)
5. That the Workforce Innovation and Opportunity Act Title II & Welfare Education Program – Literacy Zone (Elizabethtown) Special Aid Fund be allowed to continue providing services for the period October 1 – December 31, 2023. Expenditures are not to exceed \$42,984. (CV-TEC)

6. That the Workforce Innovation and Opportunity Act Title II & Welfare Education Program – Literacy Zone (Plattsburgh) Special Aid Fund be allowed to continue providing services for the period October 1 – December 31, 2023. Expenditures are not to exceed \$50,010. (CV-TEC)

**BUDGET
INCREASE(S)**

Approve the following budget increase(s):

1. Increase the School Curriculum Improvement Service budget from \$609,934 to \$919,934, for the 2023-2024 school year, to accommodate for additional district requests. (Co-Ser 506 – S³)

AGREEMENT(S)

Approve the following Agreement(s):

1. Agreement between Clinton-Essex-Warren-Washington BOCES and Cornell University for the purpose of obtaining the following training session: “5-Day Therapeutic Crisis Intervention Training of Trainers for Schools” for the dates of December 4-8, 2023. The total amount for all services is \$34,500. (S³) (attached)

**MEMORANDUM OF
AGREEMENT(S)**

Approve the following Memorandum(s) of Agreement:

1. Agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the 12-Month Support Staff, regarding adding the title of Computer Programmer to the contract (attached.)
2. Recommend that the Board approve the following Memorandum of Agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the Champlain Valley Educational Services United Professionals, regarding the assessment of Instructor competency by the Health Careers Coordinator per state-outlined components for the purpose of NYSED accreditation (attached.)

**CONSENT AGENDA
PERSONNEL**

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

**TERMINATION
FERRARI**

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

1. Cailin Ferrari, Teacher Aide/ Student Aide, effective October 12, 2023

**RESIGNATION
AMENDMENT(S)
TROMBLEY**

Amend the following resignation(s) that were approved at the September 13, 2023 Board meeting:

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1. Maura Trombley, Special Education Teacher, effective September ~~22~~ 23, 2023

AMEND
APPOINTMENT(S)
SMITH &
SANTANIELLO

Amend the following appointment(s) that were approved at the September 13, 2023 Board meeting:

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

Name: Ciarra Smith

Annualized Salary: ~~\$26,828~~ \$29,381

2. Recommend that the Board approve the following Additional Work for the 2023-24 School Year:

Stipend Positions, Compensation per collective bargaining agreement

Nicole Santaniello ~~Skills USA Advisor~~ Skills USA Co-Advisor,
Plattsburgh

LEAVE(S) OF
ABSENCE
ROSSELLI

Approve the following leave(s) of absence:

1. Brandy Rosselli, Teaching Assistant, unpaid Leave of Absence, Effective October 5, 2023 – June 30, 2023 for the purpose of accepting a Special Education Teacher position

RESIGNATION(S)
LAMBORN, BLOW,
MARTIN. PEREZ,
SCHWENK, BLAIS,
STONE,
GOODENOUGH,
BURNHAM,
PROVOST,
CUMMINGS,
PERRY, MORIN &
NORWOOD

Accept the following letter(s) of Resignation:

1. Kendra Lamborn, Teacher Aide/ Student Aide, effective September 5, 2023
2. Vanessa Blow, Teacher Aide/ Student Aide, effective September 14, 2023
3. Austin Martin, Custodial Worker, effective September 19, 2023
4. Toni Perez, School Social Worker, effective September 23, 2023
5. Kelly Schwenk, Teacher Aide/ Student Aide, effective September 25, 2023
6. Olivia Blais, Speech Language Pathologist, effective October 13, 2023
7. Travis Stone, School Lunch Manager, effective October 13, 2023
8. Kaitlyn Goodenough, Account Clerk/ Typist, effective October 18, 2023
9. Brianna Burnham, School Social Worker, effective October 18, 2023
10. Angela Provost, Cook Manager, effective October 28, 2023
11. Jacob Cummings, Teacher Aide/ Student Aide, effective September 5, 2023, for the purpose of accepting a Teaching Assistant position
12. Alyssa Morin, Teacher Aide/ Student Aide, effective September 5, 2023, for the purpose of accepting a Teaching Assistant position
13. Dawn Perry, Teacher Aide/ Student Aide, effective September 13, 2023, for the purpose of accepting a Teaching Assistant position
14. Emily Norwood, Teacher Aide/ Student Aide, effective September 13, 2023, for the purpose of accepting a Teaching Assistant position

TEMPORARY
GRANT
APPOINTMENT(S)
MCSHANE

Approve the following Temporary Grant Appointment from July 1, 2023 – December 31, 2023:

1. Robert McShane, Work Study Student, not to exceed 160 hours, at \$14.20/hour

CIVIL RIGHTS
COMPLIANCE
OFFICER
AMENDMENT(S)

Amend the following person(s) Civil Rights Compliance Officer appointment and appoint the following individual(s):

1. Amend Michelle Lawrence as CVES Civil Rights Compliance Officer, effective July 2023 reorganizational meeting through October 11, 2023, with no additional compensation.
2. Appoint Maria Huntington as the CVES Civil Rights Compliance Officer, effective October 12, 2023 through the July 2024 Reorganization Meeting, with no additional compensation.

TEMP-ON-CALL
AND SUBSTITUTE
POSITIONS

Approve the following Temp-on-Call and Substitute positions for the 2023-2024 school year:

<u>Name</u>	<u>Position</u>
Cynthia Ford-Johnson	Administrator
Adam Siano	Custodial Worker
Thomas Tregan	Principal
Amelia Davis	Teaching Assistant
Lauren Vaccaro	Teaching Assistant
Amelia Davis	Teacher
Lauren Vaccaro	Teacher
Hunter Boadway	Teacher Aide/ Student Aide
Diane Katzfey	Teacher Aide/ Student Aide

PERMANENT
APPOINTMENT(S)
AKIN, LAGREE,
LAFRANCA, &
BIBEAU

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

1. Deanna Akin, Purchasing Clerk, effective October 2, 2023
2. Jessica Lagree, Purchasing Clerk, effective October 2, 2023
3. Joey LaFranca, Communications & Publications Manager, effective October 20, 2023
4. Sienna Bibeau, Teacher Aide/ Student Aide, effective October 27, 2023

TENURE
DEMEULEMEESTER

Grant Tenure to the following person(s):

1. Margaret DeMeulemeester, Teaching Assistant, effective March 2, 2024

Dr. Davey paused the meeting to congratulate Margaret on her tenure. Matt Slattery shared how much of an asset she has been throughout the years.

FOUR-YEAR
PROBATIONARY
APPOINTMENT(S)
PERRY,
CASSAVAUGH,
GONYO &
RICHARDS

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

1. Name: Dawn Perry
Tenure Area: Teaching Assistant
Position: Teaching Assistant
Effective Date: September 13, 2023
Tentative Tenure Date: September 13, 2027
Certification Status: Teaching Assistant, Level I
Annualized Salary: \$28,000

2. Name: Morgyn Cassavaugh
Tenure Area: Teaching Assistant
Position: Teaching Assistant
Effective Date: September 16, 2023
Tentative Tenure Date: September 16, 2027
Certification Status: Teaching Assistant, Level I
Annualized Salary: \$26,828

3. Name: Jean Gonyo
Tenure Area: Technical Subjects, Cosmetology
Position: Cosmetology Teacher
Effective Date: September 13, 2023
Tentative Tenure Date: September 13, 2027
Certification Status: Cosmetology 7-12, Trans A
Annualized Salary: \$54,269

4. Name: Jacoby Richards
Tenure Area: Technical Subjects, Vehicle Body Repair & Paint
Position: Auto-body Teacher
Effective Date: September 22, 2023
Tentative Tenure Date: September 22, 2027
Certification Status: Vehicle Body Repair & Painting 7-12, Trans A
Annualized Salary: \$50,895

52-WEEK CIVIL
SERVICE
PROBATIONARY
APPOINTMENT(S)
GRAHAM,
KELLAWAY,

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

1. Name: Jennifer Graham
Position: Teacher Aide/ Student Aide

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ROGERS, WAITE &
MOSHER

Effective Date: September 25, 2023
Tentative Permanent Date: September 25, 2024
Annualized Salary: \$20,950

2. Name: Casandra Kellaway
Position: Teacher Aide/ Student Aide
Effective Date: September 25, 2023
Tentative Permanent Date: September 25, 2024
Annualized Salary: \$20,950
3. Name: Debra Rogers
Position: Teacher Aide/ Student Aide
Effective Date: September 25, 2023
Tentative Permanent Date: September 25, 2024
Annualized Salary: \$20,950
4. Name: Melissa Waite
Position: Teacher Aide/ Student Aide
Effective Date: September 25, 2023
Tentative Permanent Date: September 25, 2024
Annualized Salary: \$20,950
5. Name: Michelle Mosher
Position: Teacher Aide/ Student Aide
Effective Date: October 10, 2023
Tentative Permanent Date: October 10, 2024
Annualized Salary: \$22,000

PROVISIONAL
CIVIL SERVICE
HOURLY FOR THE
2023-2024
SCHOOL YEAR
STEVENS

Appoint the following person(s) to a Provisional Civil Service Hourly appointment for the 2023-2024 school year:

1. Amelia Stevens, Communications & Publications Assistant, \$20/hour

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

CIVIL SERVICE
PROVISIONAL
BOOTH

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

1. Name: Michaelene Booth
Position: Account Clerk/ Typist
Effective Date: September 26, 2023
Annualized Salary: \$31,000

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

TEMPORARY
APPOINTMENT(S)
2023-2024 SCHOOL
YEAR
NORWOOD,
FORGETTE,
ROSSELLI, &
COOLIDGE

Appoint the following person(s) to a Temporary Appointment as follows for the 2023-2024 school year:

1. Name: Emily Norwood
Position: Teaching Assistant
Effective Date: September 13, 2023 – June 30, 2024
Certification Status: Uncertified
Annualized Salary: \$26,828

2. Name: Charles Forgette
Position: Electrical Design, Installation & Alternative Energy Teacher
Effective Date: September 25, 2023 – December 31, 2023
Certification Status: Uncertified
Annualized Salary: \$52,000

3. Name: Brandy Rosselli
Position: Special Education Teacher
Effective Date: October 5 – June 30, 2024
Certification Status: Teaching Assistant, Level I
Annualized Salary: \$47,582

4. Name: Kayla Coolidge
Position: Teaching Assistant
Effective Date: October 16 – June 30, 2023
Certification Status: Uncertified
Annualized Salary: \$26,828

2023 SUMMER
WORK

Approve the following 2023 Summer Work:

<u>Classroom Move/ Setup, hourly rate of pay</u>	
Kenny Allen	Not-to-exceed 6 hours
Richard Beaudry	Not-to-exceed 6 hours
Jean Gonyo	Not-to-exceed 6 hours
Grace Mayhew	Not-to-exceed 6 hours
Donna Wyant	Not-to-exceed 6 hours
Caitlyn Yell	Not-to-exceed 6 hours
Thomas Willette	Not-to-exceed 6 hours
Jennifer Haley	Not-to-exceed 8 hours
Rachel Aldrich	Not-to-exceed 20 hours

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Roxanna Palmer	Not-to-exceed 20 hours
Robert Holt	Not-to-exceed 20 hours
Margarett DeMeulemeester	Not-to-exceed 20 hours

ADULT
EDUCATION
COURSE
INSTRUCTORS FOR
2023-2024
SCHOOL YEAR

Appoint the following Adult Education Course Instructors of the 2023-2024 School Year:

Adult Education, hourly rate of pay per contract
Kenny Allen

ADDITIONAL
WORK FOR
2023-2024
SCHOOL YEAR

Approve the following Additional Work for the 2023-24 School Year:

Stipend Positions, Compensation per collective bargaining agreement

Kylee Gonyea	Skills USA Co-Advisor, Plattsburgh
Jennifer Cowling	New Employee Mentor x2
Steve Couture	New Employee Mentor
Latalya Duell	New Employee Mentor x3
Chris Falvey	New Employee Mentor x2
Jennifer Gero	New Employee Mentor x2
Melissa Gough	New Employee Mentor x4
Kelly Gowett	New Employee Mentor
Jennifer Haley	New Employee Mentor x3
Shanni Hicks-Wilson	New Employee Mentor
Kathy Kotsogiannis	New Employee Mentor x2
Katie LaBonte	New Employee Mentor
Elizabeth Laundrie	New Employee Mentor
Joelle Lucia	New Employee Mentor x2
Deb Misik	New Employee Mentor x2

Dana Poirier	New Employee Mentor x2
Cathy Premore	New Employee Mentor
Tonya Robinson	New Employee Mentor x3
Brandy Rosselli	New Employee Mentor
Stephanie Sorgule	New Employee Mentor
Kevin Shaw	New Employee Mentor x4
Erin Spoor	New Employee Mentor
Ellen Supinski	New Employee Mentor
Susan Tourville	New Employee Mentor x2
Angie Waldron	New Employee Mentor x6
Donna Wyant	New Employee Mentor
Krystal Jaquish	New Employee Mentor

Mentor/Mentee Training, Hourly rate of pay per contract

Cynthia Moran	Not-to-exceed 10 hours
Heather Agoney	Not-to-exceed 10 hours

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Karen Yeager	Not-to-exceed 10 hours
Joelle Lucia	Not-to-exceed 10 hours
Maxwell Neimeier	Not-to-exceed 10 hours
Krista Williams	Not-to-exceed 10 hours
Jennifer Haley	Not-to-exceed 10 hours
Ashley Brown	Not-to-exceed 10 hours
Arianna Menard	Not-to-exceed 10 hours
Mariellen Boyd	Not-to-exceed 10 hours
Chelsea Benway	Not-to-exceed 10 hours
Melissa Slagenweit	Not-to-exceed 10 hours
Kathy Kotsogiannis	Not-to-exceed 10 hours
Johanna Pray	Not-to-exceed 10 hours
John "Eli" Law	Not-to-exceed 10 hours
Susan Tourville	Not-to-exceed 10 hours
Morgyn Cassavaugh	Not-to-exceed 10 hours
Erin Garrison	Not-to-exceed 10 hours
Elizabeth Laundrie	Not-to-exceed 10 hours
Peter Blackburn	Not-to-exceed 10 hours
Jacob Gittler	Not-to-exceed 10 hours
Kayla Laughlin	Not-to-exceed 10 hours
Jeffery Parker	Not-to-exceed 10 hours
Audrey Crucetti	Not-to-exceed 10 hours
Latalya Duell	Not-to-exceed 10 hours
Dawn Bordeau	Not-to-exceed 10 hours
Julie Fillion	Not-to-exceed 10 hours
Brandy Rivers	Not-to-exceed 10 hours
Melissa Gough	Not-to-exceed 10 hours
Patrick McCaffrey	Not-to-exceed 10 hours
Lauren Jaquish	Not-to-exceed 10 hours
Nichole Haran	Not-to-exceed 10 hours
Alyssa Morin	Not-to-exceed 10 hours
Jennifer Cowling	Not-to-exceed 10 hours
Lisa Whalen	Not-to-exceed 10 hours
Janine Manley	Not-to-exceed 10 hours
Brandy Rosselli	Not-to-exceed 10 hours
Jill Spring	Not-to-exceed 10 hours
Eric Pollard	Not-to-exceed 10 hours
Cathy Premore	Not-to-exceed 10 hours
Reed Hofmann	Not-to-exceed 10 hours.
Dana Gilbo	Not-to-exceed 10 hours
Shanni Hicks-Wilson	Not-to-exceed 10 hours
Katelyn Christian	Not-to-exceed 10 hours
Stephanie Sorgule	Not-to-exceed 10 hours
Brianna Burnham	Not-to-exceed 10 hours
Mandi Spofford	Not-to-exceed 10 hours

Krystal Jaquish

Not-to-exceed 10 hours

CORRECTIVE
ACTION PLAN

Mr. Murdock moved, seconded by Mrs. Boise to approve the following Corrective Action Plan in response to the May 2023 Internal Audit Risk Assessment Final Report. All Board Members present voted yes—motion carried.

REVISED POLICY
SECOND READING
& ADOPT

Mr. Murdock moved, seconded by Mrs. Boise that the Board adopt the following revised policy: #4000.1 Mission, Vision, and Core Beliefs. All Board Members present voted yes—motion carried.

POLICY
FIRST READING

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

Corporal Punishment, Restraint, of Students, and Time Out Policy.

ADOPT REVISED
POLICIES

Mrs. Boise moved, seconded by Mrs. LaRocque, that the Board waive the first reading and adopt the following revised policies:
#5010 Anti-Discrimination Policy
#9013 Title IX Sexual Harassment Policy

All Board Members present voted yes—motion carried.

LEAD EVALUATOR
CERTIFICATIONS

Approve the following Lead Evaluator Certifications:

1. The recertification of the following Lead Teacher Evaluators for the 2023-2024 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 22, 2023, to be considered by the CVES BOCES for recertification as Lead Teacher Evaluators: Mark Brown, Amy Campbell, Adam Facticeau, Michele Friedman, Michelle Lawrence, Crystal Rhino, Matthew Slattery, Diane Thompson, and Matthew Walentuk
2. The recertification of the following Lead Principal Evaluators for the 2023-2024 school year have attended various CVES in-house meetings and state, regional, and/or local professional development offerings, most recently Gearing Up on August 22, 2023, to be considered by the CVES BOCES for recertification as Lead Principal Evaluators: Amy Campbell, Michele Friedman, and Matthew Slattery.

REQUEST TO
ATTEND
CONFERENCE/
WORKSHOPS

Approve the following request(s) for approval of attendance to conference/workshop for the following Board Member(s):

1. Leisa Boise, Kathy Comins-Hunter, Dina Garvey, Patricia Gero, Donna LaRocque, Bruce Murdock, Emily Phillips, Craig Randall, Lori Saunders, Michael St. Pierre, Eddie Webbinaro, Donna Wotton
2023 Board Member Retreat

October 23, 2023 Peru, NY

2. Leisa Boise, Richard Harriman Sr., Patricia Gero, Emily Phillips, Eddie Webbinaro, Ed Marin, Michael St. Pierre, Craig Randall, Donna Wotton
RSA Winter Conference 2023
November 30-December 1, 2023 Saratoga, NY

ADMINISTRATIVE
LEAVE EXTENSION

Mr. Murdock moved, seconded by Mrs. Saunders, that upon the recommendation of the District Superintendent, the Board of Cooperative Educational Services hereby continues the administrative leave of a temporary employee through November 8, 2023. All Board Members present voted yes—motion carried.

RESCIND

Rescind the following appointment(s) that were approved at the September 13, 2023 Board meeting:

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

1. Name: Tara Walentuk
Position: Teacher of the Deaf
Tenure Area: Deaf & Hearing Impaired
Effective Date: October 13, 2023
Tentative Tenure Date: October 13, 2027
Certification Status: Speech & Language Disabilities, Professional
Annualized Salary: \$71,000

NEXT BOARD
MEETING

The next Board meeting will be held on Wednesday, November 8, 2023, at the Yandon-Dillon Center in Mineville, NY. An anticipated Executive Session will begin at 6:00 pm, with the monthly meeting to follow.

ADJOURNMENT

Mr. Murdock moved, seconded by Ms. Wotton, to adjourn the meeting at 8:53 pm. All Board Members present voted yes—motion carried.

Katelyn Smart

Katelyn Smart, Board Clerk