

CHAMPLAIN VALLEY EDUCATIONAL SERVICES
BOARD OF COOPERATIVE EDUCATIONAL SERVICES (BOCES)
Sole Supervisory District of Clinton, Essex, Warren and Washington Counties

**AGENDA FOR BOARD MEETING TO BE HELD AT THE
YANDON-DILLON EDUCATION CENTER IN MINEVILLE, NY AND CVES LEARNING HUB
CONFERENCE CENTER IN PLATTSBURGH, NY, ON JANUARY 10, 2024
PROPOSED EXECUTIVE SESSION AT 6:00 P.M. – MONTHLY MEETING TO FOLLOW**

- No Action 1. CALL TO ORDER: BOARD PRESIDENT
- a. The Pledge of Allegiance
 - b. Roll Call of Board Members
- No Action 2. EXECUTIVE SESSION
- No Action 3. INTRODUCTION OF ALL PRESENT
- No Action 4. OPINIONS AND CONCERNS FROM THE AUDIENCE
- No Action 5. DISTRICT SUPERINTENDENT UPDATE — Dr. Mark Davey
- Action 6. MINUTES OF PREVIOUS MEETING
- a. December 13, 2023 Regular Board Minutes (Enc. 1)
7. CONSENT AGENDA FINANCIAL
- Action a. Certification of Warrant (Enc. 2)
 - Action b. Treasurer’s Reports (Enc. 3)
 - Action c. Extraclassroom Treasurer’s Reports (Enc. 4)
 - Action d. Budget Increase(s) (Enc. 5)
 - Action e. Special Aid Fund Project(s) (Enc. 6)
8. OLD BUSINESS
- No Action a. Committees
 - Audit Committee Meeting Highlights – December 13, 2023 (Info. Only)
9. CONSENT AGENDA PERSONNEL
- Action a. Resignation For Retirement (Enc. 7)
 - Action b. Resignation(s) (Enc. 8)
 - Action c. Leave(s) of Absence (Enc. 9)
 - Action d. Temp-On-Call Substitutes (Enc. 10)
 - Action e. Permanent Appointment (Civil Service) (Enc. 11)
 - Action. f. Tenure (Enc. 12)
 - Action g. Four-Year Probationary Appointment (Enc. 13)
 - Action h. Civil Service Provisional Appointment (Enc. 14)
 - Action i. 52-Week Civil Service Probationary Appointment(s) (Enc. 15)
 - Action j. Temporary Appointment(s) (Enc. 16)
10. BOARD OF COOPERATIVE EDUCATIONAL SERVICES
- Action a. APPR Evaluation and Grievances Memorandum of Agreement (Enc. 17)
 - Action b. Digital Print Machine Operator Memorandum of Agreement (Enc. 18)
 - Action c. Request for Approval to attend Conference/Workshop (Enc. 19)

Action d. Adopt School Calendar (Enc. 20)

No Action 11. OTHER

No Action 12. NEXT BOARD MEETING

Wednesday, February 14, 2024, at the CVES Conference Center in Plattsburgh, NY, –
Proposed Executive Session at 6:00 p.m. monthly meeting to follow.

No Action 13. REPORTS FROM DIRECTORS (Enc. 21)

Action 14. ADJOURNMENT

CHAMPLAIN VALLEY EDUCATIONAL SERVICES

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.

VISION

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

IMPORTANT DATES

January 10, 2024	Board Meeting – Yandon-Dillon Center, Mineville & Learning Hub Conference Center, Plattsburgh– 6:00 pm
January 31, 2024	Board Budget Committee Meeting – Analyze/Discuss Preliminary 2024-25 Budgets – Finalize Draft Budgets – Learning Hub Conference Center, Plattsburgh – 7:00 pm
February 14, 2024	Audit Committee Meeting – Learning Hub Conference Center, Plattsburgh – 5:00 pm
February 14, 2024	Board Meeting/Budget Presentations – Learning Hub 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 – Learning Hub 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) Learning Hub Conference Center – 7:00 pm
June 5, 2024	SkillsUSA Awards – Learning Hub 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 – Learning Hub Conference Center, Plattsburgh – 6:00 pm
June 12, 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 –SUNY Plattsburgh – 7:00 pm

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 approve the Draft Minutes from the December 13, 2023 Regular Board meeting.

ENC. 2

Recommend that the Board approve the Certification of Warrant for December 1, 2023 to December 27, 2023.

ENC. 3

Recommend that the Board approve the Treasurer's Report from November 30, 2023.

ENC. 4

Recommend that the Board approve the Extraclassroom Treasurer's Report from November 30, 2023.

ENC. 5

Recommend that the Board approve the following budget increase(s):

1. Increase the Instructional Technology budget from \$1,439,040 to \$1,446,540, for the 2023-2024 school year, to accommodate for additional district requests. (Co-Ser 564 – S³)
2. Increase the Model Schools budget from \$51,450 to \$61,740, for the 2023-2024 school year, to accommodate for additional district requests. (Beekmantown, Chazy) (Co-Ser 546 – S³)
3. Increase the Emergency Communication System budget from \$78,732 to \$80,028, for the 2023-2024 school year, to accommodate for additional district requests. (Northeastern Clinton) (Co-Ser 640 – S³)
4. Increase the Recruiting Service budget from \$31,930 to \$32,635 for the 2023/2024 school year to accommodate additional services requested by Willsboro Central School District. (Co-Ser A606 – Recruiting Service)
5. Increase the Central Business Office budget from \$180,000 to \$220,000 for the 2023-2024 school year to accommodate additional services at Plattsburgh City School District and Chazy Rural School District. (Co-Ser A675 – Central Business Office)
6. Increase the School Food Management budget from \$600,709 to \$682,281 for the 2023-2024 school year to accommodate the request for increased services from Willsboro Central School District. (Co-Ser A642 – School Food Management)

ENC. 6

Recommend that the Board approve the following Special Aid Fund Project(s):

1. NYS Basic Literacy- Essex County Special Aid Fund Project in the amount of \$150,000, for the period of July 1, 2023 through June 30, 2024. (CV-TEC)
2. NYS Basic Literacy- Clinton County Special Aid Fund Project in the amount of \$150,000, for the period of July 1, 2023 through June 30, 2024. (CV-TEC)
3. WIOA, Title II, Incarcerated and Institutionalized Education (Clinton County) Special Aid Fund Project in the amount of \$203,000, for the period of July 1, 2023 through June 30, 2024. (CV-TEC)
4. WIOA, Title II, Incarcerated and Institutionalized Education (Essex County) Special Aid Fund Project in the amount of \$203,000, for the period of July 1, 2023 through June 30, 2024. (CV-TEC)
5. WIOA, Title II, Adult Basic Education & Literacy Services Special Aid Fund Project in the amount of \$79,565, for the period of July 1, 2023 through June 30, 2024. (CV-TEC)

ENC. 7

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

1. Matthew Smith, Communications & Publications Coordinator, effective May 31, 2024

ENC. 8

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

1. Sienna Bibeau, Teacher Aide/ Student Aide, effective December 9, 2023
2. Karen McKee, Teacher Aide/ Student Aide, effective December 20, 2023
3. Lauren Vaccaro, TOC Teacher Aide/ Student Aide, effective December 20, 2023
4. Kimberly Polhemus, Payroll Clerk, effective January 1, 2024
5. Amanda St. Hilaire, Teacher Aide/ Student Aide, effective January 8, 2024, for the purpose of accepting a temporary Teaching Assistant position
6. Jean Gonyo, Cosmetology Teacher, effective February 1, 2024
7. Autumn Forget, Teacher Aide/ Student Aide, effective February 2, 2024

ENC. 9

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

1. Bethany Katzfey, Teaching Assistant, unpaid leave of absence effective January 8, 2024 - June 30, 2024, for the purpose of accepting a temporary teaching position
2. Kylee Gonyea, Teaching Assistant, unpaid leave of absence effective January 10, 2024 - June 30, 2024 for the purpose of accepting a temporary teaching position

ENC. 10

Recommend that the Board approve the following Temp-On-Call (TOC) and Substitute positions for the 2023-2024 school year:

<u>Name</u>	<u>Position</u>
Carol Prager	Registered Nurse
Sienna Bibeau	Teacher Aide/ Student Aide
Sydney Myers	Teacher Aide/ Student Aide
Madisyn Robinson	Teacher Aide/ Student Aide
Susan Mitchell	Teacher
Susan Mitchell	Teaching Assistant

ENC. 11

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

1. Sarah Ryan, Teacher Aide/ Student Aide, effective January 18, 2024
2. Eric Rosselli, Building Maintenance Mechanic, effective February 12, 2024

ENC. 12

Recommend that the Board grant tenure to the following person(s):

1. Amy Campbell, Assistant Superintendent for Educational Services, effective June 14, 2024
2. Joseph Coakley, Director of Labor Relations, effective July 1, 2024

ENC. 13

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

1. Name: Johanna Pray **was temporary*
Tenure Area: Teaching Assistant
Position: Teaching Assistant
Effective Date: October 28, 2023
Tentative Tenure Date: October 28, 2027
Certification Status: Teaching Assistant, Level I

2. Name: Robert Holt **was temporary*
Tenure Area: Teaching Assistant
Position: Teaching Assistant
Effective Date: November 16, 2023
Tentative Tenure Date: November 16, 2027
Certification Status: Teaching Assistant, Level I

3. Name: Alyssa Morin **was temporary*
Tenure Area: Teaching Assistant
Position: Teaching Assistant
Effective Date: November 17, 2023
Tentative Tenure Date: November 17, 2027
Certification Status: Teaching Assistant, Level I

ENC. 14

Recommend that the Board appoint the following person(s) to a Civil Service Provisional appointment as follows:

1. Name: Sarah Luposello
Position: Personnel Specialist
Effective Date: January 3, 2024
Annualized Salary: \$41,000

2. Name: Katelyn Parrow Arnold
Position: Personnel Specialist
Effective Date: January 8, 2024
Annualized Salary: \$41,000

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

ENC. 15

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

1. Name: Tristan Rock
Position: Teacher Aide/ Student Aide
Effective Date: December 18, 2023
Tentative Permanent Date: December 18, 2024
Annualized Salary: \$20,950
2. Name: Nicole Merrill (*pending fingerprint clearance*)
Position: Teacher Aide/ Student Aide
Effective Date: January 8, 2024
Tentative Permanent Date: January 8, 2025
Annualized Salary: \$20,950

ENC. 16

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

1. Name: Leopoldo Carvajal
Position: ESL Teacher
Effective Date: December 18, 2023- June 30, 2024
Certification Status: Uncertified
Annualized Salary: \$47,582
2. Name: Brianna Burnham
Position: School Social Worker
Effective Date: December 21, 2023- June 30, 2024
Certification Status: Uncertified
Annualized Salary: \$56,676
3. Name: Todd Clowney
Position: Electrical Design, Installation & Alternative Energy Teacher
Effective Date: January 3, 2024- June 30, 2024
Certification Status: Uncertified
Annualized Salary: \$47,582
4. Name: Bethany Katzfey
Position: Special Education Teacher
Effective Date: January 8, 2024 - June 30, 2024

ENC. 16 (Continued)

Certification Status: Uncertified
Annualized Salary: \$47,582

5. Name: Amanda St. Hilaire
Position: Teaching Assistant
Effective Date: January 8, 2024 - June 30, 2024
Certification Status: Uncertified
Annualized Salary: \$26,828

6. Name: Kylee Gonyea
Position: Cosmetology Teacher
Effective Date: January 10, 2024 - June 30, 2024
Certification Status: Uncertified
Annualized Salary: \$47,582

ENC. 17

Recommend that the Board approve the following:

1. Memorandum of Agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Service and the Champlain Valley Educational Services United Professionals regarding APPR Evaluations and Grievance.

ENC. 18

Recommend that the Board approve the following:

1. Memorandum of Agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Service and the 12-Month Support Staff regarding adding the title of Digital Print Machine Operator to the Salary & Benefit Agreement.

ENC. 19

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, Dina Garvey, Patricia Gero, Richard Harriman Sr., Donna LaRocque, Ed Marin, Emily Phillips, Craig Randall, Emily Reynolds Bergh, Lori Saunders, Michael St. Pierre & Donna Wotton.
NYSSBA Area 6 Legislative Breakfast 2024
February 9, 2024
High Peaks Resort, Lake Placid, NY

ENC. 20

Recommend that the Board adopt the school calendar for the following year as recommended by the CVES Component School District Calendar Committee:

2024-25 School Calendar (attached)

ENC. 21

Reports from Directors (attached)

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

DATE: December 13, 2023
KIND OF MEETING: Regular Board Meeting
PLACE: CVES Conference Center Plattsburgh, NY

Board Members Present:

Leisa Boise
Kathy Comins-Hunter
Patricia Gero
Richard Harriman, Sr.
Donna LaRocque
Bruce Murdock
Emily Phillips
Craig Randall
Emily Reynolds Bergh
Lori Saunders
Michael St. Pierre
Ed Marin
Donna Wotton

Board Members Absent:

Dina Garvey
Eddie Webbinaro

Executive Officer:

Dr. Mark Davey

Board Clerk:

Katelyn Smart

Others Present:

Amy Campbell
Michele Friedman
Dr. Matthew Slattery
Dr. Eric Bell
Julie Jolicoeur

MEETING
TO ORDER

Board President Michael St. Pierre called the meeting to order at 8:15 pm.

EXECUTIVE
SESSION

Mr. Murdock moved, seconded by Mrs. Boise, that the Board go into Executive Session at 8:16 pm for the following reasons:

#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 discussion regarding proposed, pending, or current litigation; #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; and #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 publicly would substantially affect the value thereof.

The Executive Session began with Dr. Davey discussing a confidential Capital Project update with the Board. This update included discussions regarding the impact of Phase 2 summer construction on CVES' facilities, summer programming, and future potential programmatic expansion considerations for our Plattsburgh and Mineville Campuses. Second, the Board was updated on the

upcoming informal negotiation sessions planned with the CVES United Professionals, several planned Memorandum of Agreements, including adding virtual speech and language (SLP) services this year, and additional positions/adjustments. Several confidential employee matters were reviewed, including an administrative leave for an employee, NYSED communications received, and several potential new position proposals. Lastly, Dr. Davey provided updates on several additional confidential matters including hiring recommendations and personnel discipline.

Mr. Murdock moved, seconded by Mrs. Boise, that the Board come out of Executive Session at 9:29 pm. All Board Members present voted yes—motion carried.

**AUDIT
COMMITTEE
UPDATE**

Dr. Davey thanked the Board’s Audit Committee members; Mr. Richard Harriman, Sr., Mrs. Emily Phillips, and Mrs. Donna LaRocque, for their attendance and participation in the meeting before the evening’s monthly Board Business Meeting. Next, Dr. Bell reviewed the Corrective Action Plan, including an overview of the Independent Audit Management letter’s comments from the year ending June 30, 2023. The CVES Audit Committee recommends the Corrective Active Plan for the Board’s approval. The Audit Committee then discussed the Internal Audit for 2023-24. Lastly, Dr. Bell expressed his appreciation for the assistance of our Auditors from West & Company, and he thanked the Audit Committee for supporting the work done at CVES. The next Audit Committee meeting will be held on February 14, 2024.

**BUDGET
COMMITTEE
UPDATE**

Dr. Davey started the Budget Committee update by thanking the Committee Board members – Mrs. Leisa Boise, Mrs. Patricia Gero, Mr. Craig Randall, and Mrs. Lori Saunders, for their time and service on the Committee. He noted the hard and dedicated work of CVES’ Assistant Superintendents, Directors, CVES Treasurer, and accountants – the entire Management Services team who helped complete fall budget reconciliations and budget updates. Next, Dr. Davey highlighted various budget handouts including the recently released RSA Policy Brief (December 2023) and other 2024-25 resources which were provided to the Committee and discussed at the Committee’s December 5, 2023 meeting. Third, Dr. Bell provided the Board Members with an overview of the budget reconciliations, including each Division’s current financial outlook on this year’s budget implementation. It was noted that both the Rise Center for Success and CV-TEC are experiencing strong enrollment numbers, our highest to date. The increased enrollment supports the need for new positions to support expanded programmatic needs. Next, the impact of high school enrollment, pre-CTE, and adult programming was reviewed.

Additionally, Management Services and School Support Services (S³) budgetary updates were also provided. Dr. Bell also outlined the expected impact of Health insurance and increased retiree benefits on this year’s upcoming 2024-25 budget

development. Lastly, Budget Committee members shared Committee feedback and commended the entire CVES team for the thorough and exceptional presentation.

**DISTRICT
SUPERINTENDENT
(DS) UPDATE**

Dr. Davey began his DS update by highlighting the numerous successful CVES events since the last Board meeting. These exciting events included CV-TEC's Women in Trades Luncheon and the CV-TEC Division's participation in the 2023 Holiday Parade community event in Plattsburgh City, which were outstanding. Second, Dr. Davey spoke about the successful 52ND Annual NECOSS (Northeast Council of School Superintendents) Conference in Lake Placid on December 7-8, 2023. Dr. Davey thanked Amy Campbell, who represented CVES on the Conference Planning Committee. Dr. Davey shared highlights of the outstanding conference, including presentations by Board of Regents member Dr. Roger Catania, Senator Daniel Stec, Assemblyman Billy Jones, and NYSED Assistant Commissioner for the Office of Standards and Instruction - Dr. Santasha Oliver. Third, Dr. Davey thanked Mrs. Michele Freidman, Director of Career and Technical Education (CTE), and CV-TEC's Culinary Program teachers – Chef Tyler Puchrik and Chef Alaina Weare, the Culinary students, and Pre-CTE Food Services students, and Chef Deborah Misik for an outstanding Annual Holiday Board Dinner at CV-TEC held before the Board Meeting. The Board members expressed their appreciation and compliments. Fourth, Dr. Davey spoke about the Blue Ribbon Commission and its exciting recommendations, unveiled in November. He will attend his December District Superintendents' (DS) Meeting at NYSED on Monday, December 18th, and Tuesday, December 19th.

Next, Dr. Davey thanked all of the CVES Board Members (nine) who attended the 2023 RSA Winter Conference in Saratoga Springs from November 30th to December 1st. Board members shared feedback about the excellent presentations and speakers, including NYS Commissioner of Education Dr. Betty Rosa, NYSED Chief Financial Officer – Dr. Christina Coughlin, and NYS Comptroller Thomas DiNapoli.

Sixth, Dr. Davey thanked the members of the District Planning Team (DPT) for their recent DPT meeting, and CVES Board Member Richard Harriman, Sr. provided an update on the CVES-wide and Divisional work thus far presented. He acknowledged the excellent representation across all of CVES' divisions. Dr. Davey shared that one of the year's priorities is to review and update the annual CVES Strategic Plan's employee survey. Several survey consultants have submitted information regarding potential survey update proposals.

Dr. Davey ended his DS Update, reminding the Board that they had agreed to hold their January 2024 Board meeting in two CVES meeting locations where the public can attend. The locations will be the regularly scheduled January Meeting location at the Mineville Campus and a second location at the CVES Learning Hub Conference Center in Plattsburgh. These meetings will be advertised as dual virtual

Board meeting locations where the public may attend either the Mineville Campus meeting or the Plattsburgh Campus meeting. President St. Pierre polled the Board members to determine which meeting location they planned to attend. Further details and information will be forthcoming to the Board following the Board meeting.

MINUTES OF
PREVIOUS
MEETING

Mr. Murdock moved, seconded by Mrs. LaRocque, to approve the Draft Minutes from the November 8, 2023, regular Board Meeting. All Board Members present voted yes—motion carried.

APPROVAL OF
CORRECTIVE
ACTION PLAN

Mrs. LaRocque moved, seconded by Mrs. Reynolds Bergh, to approve the Corrective Action Plan for the 2022-2023 Annual Independent Audit Management Letter Comments. All Board Members present voted yes—motion carried.

CONSENT
AGENDA
FINANCIAL

Mr. Murdock moved, seconded by Mrs. Reynolds Bergh to approve the Consent Agenda Financial. All Board Members present voted yes—motion carried.

CERTIFICATION
OF THE WARRANT

Approve the Certification of Warrant for October 31, 2023, to November 30, 2023.

TREASURER'S
REPORT

Approve the Treasurer's Report from October 31, 2023.

EXTRA-
CLASSROOM
TREASURER'S
REPORT

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

CHANGE FUND
APPROVAL

Authorize the following individual(s) to be the custodian for the change fund:

1. Meagan Whitman (replacing Adele Huchro) as a custodian of the \$50 change fund at the Cafeteria Mineville Campus.
2. Kylee Gonyea as co-custodian of change funds with Kimberly Lincoln in the amount of \$100 at the CV-TEC Cosmetology Plattsburgh Campus.
3. Kylee Gonyea as co-custodian of change funds with Lisa Banker in the amount of \$200 at the CV-TEC Cosmetology Plattsburgh Campus.
4. Dale Bracy (replacing Angela Provost) as custodian of the \$50 change fund at the WAF Cafeteria – Plattsburgh Campus.

DONATIONS

Approve the following donations to offset the cost of CVES participation in the Scripps National Spelling Bee:

1. Donation of \$500 from Luck Bros., Inc
2. Donation of \$500 from William J. Murray, Inc
3. Donation of \$500 from Pipeline Mechanical
4. Donation of \$500 from Jointa Lime Company
5. Donation of \$100 from R. Deso, Inc.
6. Donation of \$500 from Casella Waste Systems

SPECIAL AID
FUND PROJECT(S)

Approve the following Special Aid Fund Project(s):

1. Knights of Columbus Grant, special aid fund project, in the amount of \$2,000, for the period of November 15, 2023 through June 30, 2024. This program is funded through the generous acts of the local Knights of Columbus Council. (CV-TEC)

BUDGET
INCREASE(S)

Approve the following budget increase(s):

1. Increase the Instructional Technology budget from \$1,246,540 to \$1,446,540, for the 2023-2024 school year, to accommodate for additional district requests. (Co-Ser 564 – S³)
2. Increase the Model Schools budget from \$51,450 to \$61,740, for the 2023-2024 school year, to accommodate for additional district requests. (Beekmantown, Chazy) (Co-Ser 546 – S³)
3. Increase the Emergency Communication System budget from \$78,732 to \$80,028, for the 2023-2024 school year, to accommodate for additional district requests. (Northeastern Clinton) (Co-Ser 640 – S³)

SCHOOL LUNCH
FUND BUDGET
INCREASE(S)

Approve the following School Lunch Fund budget increase(s):

1. Increase the Yandon-Dillon Cafeteria Fund Regular School Year Budget from \$130,734 to \$163,875 for the 2023/2024 school year to accommodate personnel changes and the increase of food prices and meals being served. (Co-Ser C791 – School Lunch Fund)
2. Increase the William A. Fritz Cafeteria Fund Extended School Year Budget from \$16,736 to \$18,305 for the 2023/2024 to accommodate the increase in meals being served. (Co-Ser C791 – School Lunch Fund)

BUDGET
DECREASE(S)

Approve the following budget decrease(s):

1. Decrease the Yandon-Dillon Cafeteria Fund Extended School Year Budget from \$18,174 to \$0 for the 2023/2024 extended school year. (Co-Ser C791 – School Lunch Fund)

PROPOSAL(S)

Approve the following proposal(s):

1. Based on Tetra Tech Architects & Engineer’s and Schoolhouse Construction’s analysis and recommendation, that the Board accept a proposal submitted by Mechanical Testing, Inc. for Mechanical, Electrical and Plumbing (MEP) Systems Commissioning Agent (CxA) Professional Services for the Phase 2 Capital Project. Services will take place at the CVES Plattsburgh Campus, CVES Learning Hub, and CVES Mineville Campus for a total not expected to exceed \$33,000. Services will commence as soon as possible after the Board award of project work. Be it further recommended that the CVES District Superintendent be granted authority to enter into a service agreement contract.
2. Based on Tetra Tech Architects & Engineer’s and Schoolhouse Construction’s analysis and recommendation, that the Board accept a proposal submitted by Mechanical Testing, Inc. for Testing, Adjusting, and Balancing (TAB) Professional Services for the Phase 2 Capital Project. Services will take place at the CVES Plattsburgh Campus, CVES Learning Hub and CVES Mineville Campus for a total not expected to exceed \$27,000. Services will commence as soon as possible after Board award of project work. Be it further recommended that the CVES District Superintendent be granted authority to enter into a service agreement contract.

TELESERVICES
AGREEMENT
SUNBELT

Approve the following Teleservices Agreement(s):

1. Agreement between Clinton-Essex-Warren-Washington BOCES and Sunbelt Staffing, LLC (“Sunbelt”) for the purpose of obtaining temporary employee services from Sunbelt for a Tele-practitioner for Speech Language Pathology services at the Rise Center. The agreement commences December 15, 2023, and ends June 26, 2024 unless terminated by BOCES with a 60-day written notice. The rate of services is \$85 per hour, with the total payable amount for the term of the agreement not anticipated to exceed \$74,375. (Rise Center) (Attached)

CONSENT
AGENDA
PERSONNEL
REMOVAL

Mr. Murdock moved, seconded by Mrs. Reynolds Bergh, to remove Stephanie Sorgule from Enclosure 21. All Board Members present voted yes—motion carried.

CONSENT
AGENDA
PERSONNEL

Mr. Murdock moved, seconded by Mrs. Boise, to approve the consent agenda personnel as amended. All Board Members present voted yes—motion carried.

RESCIND
SORGULE

Rescind the following Additional Work that was approved at the October 11, 2023 Board Meeting:

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

Stipend Positions, Compensation per collective bargaining agreement
Stephanie Sorgule New Employee Mentor

RESIGNATIONS
DUGAN,
THOMPSON,
HUCHRO,
WHITMAN,
MONETTE,
SORGULE

Accept the following letters(s) of Resignation:

1. Elizabeth Dugan, Special Education Teacher, effective December 16, 2023
2. Diane Thompson, Principal, effective July 1, 2024
3. Adele Huchro, Cook Manager, effective December 4, 2023, for the purpose of accepting a Teacher Aide/ Student Aide position
4. Meagan Whitman, Cook, effective December 4, 2023, for the purpose of accepting a Cook Manager position
5. Kelsey Monette, Personnel Specialist, effective January 1, 2024, for the purpose of accepting a School District Treasurer position
6. Stephanie Sorgule, School Counselor, effective January 3, 2024, for the purpose of accepting a Planning & Assessment Coordinator position

TEMP-ON-CALL &
SUBSTITUTES
2023-2024

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

<u>Name</u>	<u>Position</u>
Katherine Savard \$150/day	Permanent Building Substitute Teacher,
Zachary Buzzell	Teacher
Rebecca Garrow	Teaching Assistant
Kayla Myers	Teaching Assistant

PERMANENT
CIVIL SERVICE
APPOINTMENT
ERO & DUNTLEY

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

1. Nathan Ero, Groundskeeper, effective December 22, 2023
2. Deborah Duntley, Cook, Effective January 9, 2024

TENURE
COMES

Recommend that the Board grant tenure to the following person(s):

1. Penny Comes, Teaching Assistant, effective May 9, 2024

Dr. Davey acknowledged Penny Comes for her tenure recommendation. Mrs. Friedman spoke about the wonderful job she does at CV-TEC in the CTE programs.

CIVIL SERVICE
PROVISIONAL
APPOINTMENT(S)
MONETTE &
RABIDEAU

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

1. Name: Kelsey Monette
Position: School District Treasurer (shared)
Effective Date: January 1, 2024
Annualized Salary: \$63,000
2. Name: Chrysa Rabideau
Position: Labor Specialist
Effective Date: January 8, 2024
Annualized Salary: \$72,000

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

52-WEEK CIVIL
SERVICE
PROBATIONARY
APPOINTMENT
MILLER, BOOTH,
POTTS, DUMAR,
PAISER,
MONTELEONE,
HUCHRO, YATES,
WHITMAN,
REVETTE

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

1. Name: Kelyn Miller **was provisional*
Position: Network and Systems Technician
Effective Date: November 8, 2023
Tentative Permanent Date: August 8, 2024
2. Name: Michaelene Booth **was provisional*
Position: Account Clerk/ Typist
Effective Date: November 9, 2023
Tentative Permanent Date: September 26, 2024
3. Name: Tera Filion Potts **was provisional*
Position: Account Clerk/ Typist
Effective Date: November 9, 2023

Tentative Permanent Date: October 23, 2024

4. Name: Suzanne Dumar **was provisional*
Position: Account Clerk/ Typist
Effective Date: November 21, 2023
Tentative Permanent Date: September 5, 2024

5. Name: Victoria Paiser
Position: Teacher Aide/ Student Aide
Effective Date: November 13, 2023
Tentative Permanent Date: November 13, 2024
Annualized Salary: \$20,950

6. Name: Kayleigh Monteleone
Position: Teacher Aide/ Student Aide
Effective Date: November 17, 2023
Tentative Permanent Date: November 17, 2024
Annualized Salary: \$20,950

7. Name: Adele Huchro
Position: Teacher Aide/ Student Aide
Effective Date: December 4, 2023
Tentative Permanent Date: December 4, 2024
Annualized Salary: \$24,500

8. Name: Christina Yates
Position: Teacher Aide/ Student Aide
Effective Date: December 4, 2023
Tentative Permanent Date: December 4, 2024
Annualized Salary: \$ 20,950

9. Name: Meagan Whitman
Position: Cook Manager
Effective Date: December 4, 2023
Tentative Permanent Date: December 4, 2024
Annualized Salary: \$28,105

10. Name: Eryn Revette
Position: Occupational Therapist
Effective Date: December 4, 2023
Tentative Permanent Date: December 4, 2024
Annualized Salary: \$54,000

**FOUR-YEAR
PROBATIONARY
APPOINTMENT
HARAN & SWART**

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

1. Name: Nicole Haran **was temporary*
Position: Teaching Assistant
Tenure Area: Teaching Assistant
Effective Date: October 11, 2023
Tentative Tenure Date: October 11, 2027
Certification Status: Teaching Assistant, Level 1
2. Name: Danielle Swart
Position: Speech Language Pathologist
Tenure Area: Speech Language Pathologist
Effective Date: December 4, 2023
Tentative Tenure Date: December 4, 2027
Certification Status: Speech And Language Disabilities, Professional Certificate
Annualized Salary: \$61,000

(The Expiration dates for the above appointments are tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time).

**TEMPORARY
APPOINTMENT(S)
MCCRAY &
BUZZELL**

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

1. Name: Janet McCray
Position: Teaching Assistant
Effective Date: November 28, 2023 - June 30, 2024
Certification Status: Uncertified
Annualized Salary: \$26,828
2. Name: Zachary Buzzell
Position: Building Trades/ Carpentry Teacher
Effective Date: December 11, 2023 - June 30, 2024
Certification Status: Uncertified
Annualized Salary: \$47,582

**BUILDING
CHECKS**

Recommend that the Board approve the following person(s) to perform Building Checks for the 2023-2024 school year:

2023-2024
DENTON & SIANO

<u>Name</u>	<u>Position</u>
Garrett Denton	Mineville (\$65/day)
Adam Siano	Mineville (\$65/day)

FACILITATOR
 DERWAY

Recommend that the Board approve the following facilitator(s) for the 2023-2024 school year:

Facilitators, \$30/hour
 Lyn Derway

ADDITIONAL
 WORK 2023-2024

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

Continuation of Normal Work-Day Duties, hourly rate of pay

Katelyn Christian	Not-to-exceed 100 hours
Shanni Hicks-Wilson	Not-to-exceed 100 hours
Christie Lee	Not-to-exceed 100 hours
Melissa Litts	Not-to-exceed 100 hours
Nichole Strong	Not-to-exceed 100 hours
Krystal Jaquish	Not-to-exceed 100 hours
Danielle Swart	Not-to-exceed 100 hours

Stipend Position, \$425/year
 Carrie Stone PBIS Coordinator, Plattsburgh

Stipend Positions, Compensation per collective bargaining agreement

Brandy Rivers	Yearbook Coordinator, WAF
Joanne Mazzotte	NTHS Advisor, Mineville
Tonya Robinson	New Employee Mentor (x2)
Maiya Giroux	New Employee Mentor
Susan Tourville	New Employee Mentor (x2)
Jami Ganter	New Employee Mentor (x2)
Melissa Gough	New Employee Mentor
Kevin Shaw	New Employee Mentor
Joan Hubbard	New Employee Mentor

AUTHORIZED
 MONEY
 COLLECTORS

Recommend that the Board authorize the following individuals to collect money as noted for the remainder of the 2023-2024 school year:

1. Meagan Whitman (replacing Adele Huchro) YD Cafeteria Sales- Mineville Campus

2. Michaelene Booth (replacing Samantha Collins) CV-TEC Adult Education – Plattsburgh Campus

MEMORANDUM
OF AGREEMENT
UNITED
PROFESSIONALS

Mrs. LaRocque moved, seconded by Mrs. Boise, that the Board approve:

Memorandum of Agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Service and the Champlain Valley Educational Services United Professionals regarding Speech Language Pathologist vendors and grievance.

All Board Members present voted yes—motion carried.

SEPARATION
AGREEMENT

Mr. Murdock moved, seconded by Mr. Harriman Sr., to approve the attached Separation Agreement and authorizes the CVES Board President to sign the Agreement.

All Board Members present voted yes—motion carried.

EMPLOYMENT
AGREEMENT
SCHOOL DISTRICT
TREASURER
MONETTE

Mrs. LaRocque moved, seconded by Mrs. Boise, that the Board, upon the recommendation of the District Superintendent, BE IT RESOLVED, that the Board approve the following resolution(s):

Ratify the employment agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and Kelsey Monette, School District Treasurer, effective January 1, 2023 – June 30, 2028.

All Board Members present voted yes—motion carried.

EMPLOYMENT
AGREEMENT
LABOR
SPECIALIST
RABIDEAU

Mrs. Phillips moved, seconded by Mrs. Boise, that the Board approve, upon the recommendation of the District Superintendent, BE IT RESOLVED, that the Board approve the following resolution(s):

Ratify the employment agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and Chrysa Rabideau, Labor Specialist, effective January 8, 2023 – June 30, 2028

All Board Members present voted yes—motion carried.

THREE-YEAR
PROBATIONARY
APPOINTMENT
SORGULE

Mrs. LaRocque. moved, seconded by Mrs. Boise, that the Board appoint the following person(s) to a Three-Year Probationary Appointment as follows:

1. Name: Stephanie Sorgule
Position: Assessment & Planning Coordinator

Tenure Area: Assessment Planning
Effective Date: January 3, 2024
Tentative Permanent Date: January 3, 2027
Certification Status: School Counselor, Permanent
Annualized Salary: \$66,500

(The Expiration dates for the above appointments are tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012d of the Education Law of either effective or highly effective in at least two (2) of the three (3) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time).

All Board Members present voted yes—motion carried.

ADMINISTRATIVE
LEAVE

Mrs. LaRocque moved, seconded by Mr. Murdock, that the Board approve the following Resolution:

Be it resolved that upon the recommendation of the District Superintendent, the Bc Cooperative Educational Services hereby continues the administrative leave probationary employee through January 10, 2024.

All Board Members present voted yes—motion carried.

NEXT BOARD
MEETING

The next Board meeting will be held on Wednesday, January 10, 2024, at the Yandon Dillon Education Center and a satellite location at the CVES Conference Center in Plattsburgh, NY. An anticipated Executive Session will begin at 6:00 pm, with the monthly meeting to follow.

ADJOURNMENT

Mr. Murdock moved, seconded by Mrs. LaRocque, to adjourn the meeting at 10:09 pm. All Board Members present voted yes—motion carried.

DRAFT

Katelyn Smart, Board Clerk

CLINTON-ESSEX-WARREN-WASHINGTON BOCES
TREASURER'S REPORT - NOVEMBER 30, 2023

	Account Balances		Receipts		Disbursements		Account Balances		Receipts		Disbursements		Account Balances	
	October 31, 2023		November	November	November	November	November 30, 2023		Year To Date	Year To Date	Year To Date	Year To Date	November 30, 2023	
I. SUMMARY OF ACCOUNT ACTIVITY														
CHECKING ACCOUNTS														
Depository														
General Fund	\$ 3,335,457.16		\$ 2,224,390.47	\$ 867,686.56	\$ 4,692,161.07	\$ 24,452,915.44	\$ 22,134,053.25	\$ 4,692,161.07					\$ 4,692,161.07	
Special Aid Fund	\$ (1,141,063.66)		\$ 262,322.29	\$ 183,258.21	\$ (1,061,999.58)	\$ 1,177,119.07	\$ 1,591,621.24	\$ (1,061,999.58)					\$ (1,061,999.58)	
School Lunch Fund	\$ 72,922.47		\$ 5,474.08	\$ 21,599.95	\$ 56,796.60	\$ 92,046.47	\$ 93,374.69	\$ 56,796.60					\$ 56,796.60	
Capital Fund	\$ 1,209,097.20		\$ 231.36	\$ 3,551.20	\$ 1,205,777.36	\$ 858.01	\$ 39,536.74	\$ 1,205,777.36					\$ 1,205,777.36	
Special Revenue Fund (Excluding ExtraClassroom)	\$ 14,127.16		\$ 68.26	\$ -	\$ 14,195.42	\$ 492.83	\$ 780.00	\$ 14,195.42					\$ 14,195.42	
Custodial Fund	\$ 29,181.23		\$ 112,708.36	\$ 106,784.37	\$ 35,105.22	\$ 551,087.47	\$ 605,556.13	\$ 35,105.22					\$ 35,105.22	
Operating														
General Fund	\$ 505,353.65		\$ 3,615,739.92	\$ 3,636,596.41	\$ 485,497.16	\$ 26,545,794.57	\$ 26,344,115.37	\$ 485,497.16					\$ 485,497.16	
INVESTMENTS														
Certificates of Deposit	\$ 2,500,000.00		\$ 11,350.56	\$ 2,511,350.56	\$ -	\$ 2,545,286.55	\$ 5,045,286.55	\$ -					\$ -	
SAVINGS ACCOUNTS														
Capital Fund	\$ 6,266,699.52		\$ 27,324.59	\$ -	\$ 6,294,024.11	\$ 135,386.53	\$ -	\$ 6,294,024.11					\$ 6,294,024.11	
General Fund	\$ 2,089,105.37		\$ 9,109.09	\$ -	\$ 2,098,214.46	\$ 45,133.31	\$ -	\$ 2,098,214.46					\$ 2,098,214.46	
Special Revenue Fund	\$ 21,553.54		\$ 93.93	\$ -	\$ 21,647.47	\$ 1,239.11	\$ -	\$ 21,647.47					\$ 21,647.47	
TOTAL FUNDS ON ACCOUNT	\$ 14,903,433.64				\$ 13,841,419.29	\$ 55,547,359.36	\$ 55,854,323.97	\$ 13,841,419.29					\$ 13,841,419.29	

II. RECONCILIATION TO BANK STATEMENTS

	November 30, 2023 Bank Balance	Add: Deposits in Transit	Less: Outstanding Checks	November 30, 2023 Account Balances
TD BANK - MUNICIPAL CHECKING - OPERATING	\$ 980,354.51	\$ -	\$ (494,857.35)	\$ 485,497.16
TD BANK - MUNICIPAL CHECKING - DEPOSITORY ACCOUNT	\$ 4,819,850.86	\$ -	\$ -	\$ 4,819,850.86
TD BANK - MUNICIPAL CHECKING - CAPITAL PROJECT DEPOSITORY	\$ 86,844.74	\$ -	\$ -	\$ 86,844.74
TD BANK - MUNICIPAL CHECKING - BENEFIT PLAN CLAIMS	\$ 57,368.78	\$ -	\$ (22,028.29)	\$ 35,340.49
TD BANK - CERTIFICATES OF DEPOSIT	\$ -	\$ -	\$ -	\$ -
NYCLASS - SAVINGS, GENERAL FUND	\$ 2,098,214.46	\$ -	\$ -	\$ 2,098,214.46
NYCLASS - SAVINGS, BOCES-WIDE CAPITAL PROJECT	\$ 6,294,024.11	\$ -	\$ -	\$ 6,294,024.11
NYCLASS - SAVINGS, KEITH BROADWELL SCHOLARSHIP	\$ 954.50	\$ -	\$ -	\$ 954.50
NYCLASS - SAVINGS, JONELLE MARIE BUCK SCHOLARSHIP	\$ 743.37	\$ -	\$ -	\$ 743.37
NYCLASS - SAVINGS, JWH SCHOLARSHIP	\$ 12,080.88	\$ -	\$ -	\$ 12,080.88
NYCLASS - SAVINGS, DONALD W. COGSWELL SCHOLARSHIP	\$ 2,510.10	\$ -	\$ -	\$ 2,510.10
NYCLASS - SAVINGS, SPELLING BEE SCHOLARSHIP	\$ 2.10	\$ -	\$ -	\$ 2.10
NYCLASS - SAVINGS, CV-TEC ALLIED HEALTH SCHOLARSHIP	\$ 5,356.52	\$ -	\$ -	\$ 5,356.52
TOTAL FUNDS ON ACCOUNT	\$ 13,841,419.29	\$ 55,547,359.36	\$ 55,854,323.97	\$ 13,841,419.29

GENERAL FUND INTEREST RECEIVED 7/01/23 - 11/30/23 \$ 159,363.78
CAPITAL FUND INTEREST RECEIVED 7/01/23 - 11/30/23 \$ 136,515.81

PREPARED BY:



Christine Myers, District Treasurer

DATED:

12/20/23

CLINTON-ESSEX-WARREN-WASHINGTON BOCES
 EXTRACLASSROOM ACTIVITY FUND
TREASURER'S REPORT

FOR THE PERIOD 11/01/2023 TO 11/30/2023

TITLE OF ACCOUNT	BAL. ON HAND BEG. OF YEAR	BAL. ON HAND BEG. OF MONTH	RECEIPTS FOR MONTH	TOTAL FOR MONTH	TOTAL EXPEND. FOR MONTH	BALANCE ON HAND
SKILLS USA - PLATTSBURGH	4,395.97	5,054.47	935.77	5,990.24	1,263.62	4,726.62
SKILLS USA - MINEVILLE	278.80	335.52	0.00	335.52	0.00	335.52
NO. COUNTRY LOGGERS	342.97	342.97	0.00	342.97	0.00	342.97
REFLECTIONS	952.81	952.81	0.00	952.81	0.00	952.81
LPN CLASS	1,004.54	1,004.54	265.00	1,269.54	0.00	1,269.54
RAZOR'S EDGE	663.97	663.97	0.00	663.97	0.00	663.97
FUTURE FARMERS OF AMERICA	1,922.38	1,922.38	0.00	1,922.38	808.96	1,113.42
SALES TAX	61.56	17.57	54.76	72.33	17.57	54.76
TOTAL	9,623.00	10,294.23	1,255.53	11,549.76	2,090.15	9,459.61


 COLBY SISKAVICH, EXTRACLASSROOM TREASURER
11/29/23
 DATE

11/30/2023 Bank Balance \$ 10,667.05
 Add: Deposits in Transit \$ (1,207.44)
 Less: Outstanding Checks \$ 9,459.61

Memorandum of Agreement
Between the
Board of Cooperative Educational Services
Sole Supervisory District of Clinton, Essex, Warren, and Washington Counties
And the
Champlain Valley Educational Services United Professionals,
Local 4807 NYSUT, AFT, NEA, AFL-CIO

AGREEMENT made this ___ day of _____ 2023 by and between the Board of Cooperative Educational Services, hereinafter referred to as the BOCES, and CVES United Professionals, hereinafter referred to as the Association, as follows:


WHEREAS, BOCES and the Association are parties to a Collective Bargaining Agreement in effect from July 1, 2019 through June 30, 2024; and

WHEREAS, the parties would like to amend the Annual Professional Performance Review (APPR) Students' Performance Subcomponent Determination for association members at the Rise Center for success; and

THEREFORE, the parties hereby agree to the following:

1. For the 2023-2024 school year Rise Center for Success association members student performance subcomponent will be determined by District wide STAR Math and Reading scores; and
2. Upon signing of this agreement, the BOCES will submit the changes into the portal for NYSED approval. The BOCES will notify the Association president once approval has been secured; and
3. This agreement will be enforced using the negotiated grievance procedures.

Dr. Mark C. Davey, Superintendent
Clinton-Essex-Warren-Washington BOCES



Elizabeth Landrie, Unit President
CVES United Professional

DATE

DATE

CVES/Component School District

2024-2025

School Calendar
Calendar Committee Recommendation

 School is not in session

July						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January						
Su	M	Tu	W	Th	F	S
	1	2	3	4		
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

August						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Important Dates	
September	Sept. 3 - First Day of School for Staff
	Sept. 2 - Labor Day
	Sept. 5 - First Day of School for Students
October	Oct. 14 - Indigenous Peoples Day
November	Nov. 11 - Veterans Day
	Nov. 27-29 - Thanksgiving Recess
December	December 23 - January 1 - Winter Recess
January	Jan. 1 - New Year's Day
	Jan. 20 - Martin Luther King Jr. Day
	January 29 - Asian Lunar New Year
February	February 17-21 - February Recess
April	April 18-25 - Spring Recess
May	May 26 - Memorial Day
June	June 19 - Juneteenth
	June 27 - Last Day of School

May						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Days In Session	
September	20
October	22
November	17
December	15
January	20
February	15
March	21
April	16
May	21
June	19
Total	186

Scheduled Use of Unused Emergency Days	
1 day unused	- May 23, 2025
2 days unused	- May 27, 2025
3 days unused	- April 17, 2025
4 days unused	- April 28, 2025

Days in Session Include:
182 School Days & 4 Emergency Days



Clinton - Essex - Warren - Washington BOCES
P.O. Box 455, Plattsburgh, NY 12901 www.cves.org

**ASSISTANT SUPERINTENDENT FOR
EDUCATIONAL SERVICES**



Amy Campbell
campbell_amy@cves.org
518-561-0100

CVES 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.

MEMORANDUM

TO: Dr. Mark Davey
FR: Amy Campbell AC
DA: December 27, 2023
RE: January 2024 Board Report

Traditionally, the time between Thanksgiving and New Year's is relatively short. With the early Thanksgiving, we had four full weeks to accomplish some much-needed projects and finalize some work prior to the new calendar year. At this time of year, we reflect back on the services and support we have provided and are proud of the accomplishments in School Support Services as we strategically grow our division.

WORKSHOPS FOR SCHOOL IMPROVEMENT

Several important workshops were held in our Conference Center this month. We had almost fifty teachers and counselors representing all of our component districts and one district from the FEH region for our workshop, *Instructional Practices to Support Computer Based Assessments*. Two of our new facilitators, Melissa Dudyak and Danielle Janisewski with our Model Schools Facilitator, Rebecca Banker led teachers through conversations around best practices to prepare students to show what they know on a digital assessment. Embedded throughout the day were practices to support the social, emotional strengths of students as well as how to capitalize on the Computer Science and Digital Fluency standards to support the work.

School Improvement hosted the Cornell Therapeutic Crisis Intervention for Schools Train the Trainer course the week of December 4th. The course was closed out with twenty registered participants. Upon successful completion of this intensive training, participants will be certified trainers who can support valuable TCIS work in their districts.



SCHOOL LIBRARY SYSTEMS, MODEL SCHOOLS, AND ARTS IN EDUCATION

The *School Library System* hosted our December council meeting, which included a presentation from Book Creator. Districts currently have a free trial, which runs through mid-January. We are assisting districts in transitioning to single sign-on for SORA access. This will make accessing the eBook/audiobook library much easier for students

and staff, and we are already seeing an increase in statistics.

Model Schools hosted the monthly liaison meeting. Topics of discussion included the Lending Library, future professional development, and the use of Canva in districts. Canva is now offering educator subscriptions free for all schools and is Ed Law 2d compliant. Districts have borrowed several items from the lending library this month, including Lego Mindstorms, Class VR, and Magna-Tiles.



Arts in Education continues to support art and music in our districts. This month, districts attended performances of *The Puppet People: A Christmas Carol* at the Lake Placid Center for Performing Arts. We are hosting a musical instrument repair workshop with We Are Instrumental. This workshop will teach skills that could help maintain healthy instrument inventories and reduce budgetary expenses for repairs for districts.



INSTRUCTIONAL SERVICES UPDATES

Health, Safety, Risk Management

In our ongoing commitment to ensuring safety and security within the HSRM Co-Ser, significant strides have been made this month. Our efforts to fill the role of HSRM Specialist focusing on regional safety have progressed, including conducting an interview of a potential candidate for the position. We successfully completed the remaining Fire/Evacuation Drills and Lockdown Drills from the start of the school year in September through December 31. As of today (12/20/23), all but one lockdown drill will have been completed.

Further extending our support to neighboring school districts, we assisted Crown Point CSD in preparing transportation paperwork for submission to Pupil Transportation at SED. Additionally, we aided Boquet Valley CSD in addressing issues related to their new transportation supervisor and facilitated the processing of necessary paperwork for compliance with the DMV and SED.

This year we have one district outside our region cross-contracting for our services. This month, we actively participated in preliminary planning and a tabletop exercise for St. Regis Falls School District's proposed active shooter drill. This collaboration involved engaging with NYSP, NY Office of Emergency Services, and local law enforcement.

Dedicated to professional development, we attended trainings and webinars covering topics such as the clean school bus program, workplace violence, and lockout/tagout. Moreover, we conducted a CPR/first aid class for CVES/RISE Center PT/OT Staff due for recertification.

Working closely with Joe Coakley, we continued the development of new Workplace Violence Prevention protocols. This involved meetings with CSEA to discuss various aspects and participating in webinars organized by AESHP & Dept. Of Labor to stay abreast of plan requirements.

Routine safety meetings played a crucial role in our endeavors, including the quarterly CVES District Safety Meeting, the Director of Facilities meeting held quarterly, and attendance at a meeting at AVCS middle school addressing student safety concerns and outlining corrective measures.

Looking ahead, we initiated efforts to establish radio etiquette and use training, recognizing the importance of effective communication in emergency situations. Additionally, participation in a PA System meeting further enhanced our capacity to address safety concerns and protocols systemically.

Instructional Planning

NYSED released accountability identifications this month. Through our Instructional Planning Co-Ser, our School Support Services team can help districts to understand the system and provide services if they are identified for higher tiers of support. We also assist districts in reviewing the data to identify areas for potential identification in the future to support proactive plans for future student success.

Grants Management

On December 5th the Grants Management Services Office attended Senator Gillibrand's School Grants Workshop. A state-wide applicants virtual briefing on federal and state mental health and school safety grant funding. Presentations were given by representatives from the US Dept. of Education, the US Dept. of Health and Human Services, the US Department of Justice and the New York State Departments of Education and Health on various grant programs to provide schools with resources to support the mental health and well-being of their students.

The Grants office has spent time this month meeting with component districts focusing on final spend down plans for all ARP ESSER and ARP State Reserve funding. Based on these meetings the

Grants Management Office/Education Grant Specialist will be completing any required grant amendments and submitting them to NYSED for approval.

INTERSCHOLASTIC SPORTS



As we usher in December, we are delighted to announce the commencement of the winter sports season. Across the board, winter sports have kicked off with enthusiasm, featuring numerous non-league games in schools before the onset of conference schedules, typically scheduled in the week leading up to the vacation period.



In our ongoing commitment to transparency and accuracy, we conducted a thorough audit of all officials' payments from the Fall to ensure that no payments were inadvertently overlooked or missed.

There's been several meetings regarding NYSPHSAA's playoff brackets and trying to ensure equity for all sections of the state (some sections are slated to play more games than others to reach the final four). The introduction of the 6th classification of sports this year has shed light on the need for careful consideration and balance in scheduling. Additionally, we're keeping our eyes open for new guidance from NYSED regarding mixed competition (i.e. girls playing on boys teams and vice versa).

PUBLICATIONS AND COMMUNICATIONS UPDATE



We would like to wish longtime Offset Print Operator, Kim Wimett a wonderful retirement. After 36 years of tremendous service, she will complete her final day of work on December 29, 2023. Her contributions to CVES have been invaluable, and she leaves a legacy that will certainly be cherished by our entire division. Whether it was during busy budget seasons or the frantic summer months where job orders piled up, Kim's leadership always steered our print shop in the right direction.

Typically the winter months are a bit quieter for our Communications Team, but as more work is taken on, the trends of the "quiet months" have gone away. Work with our CVES Divisions as well as our Component Districts continue to increase.

Notably for our component districts, Beekmantown's Superintendent search video is in its final production stage, and Boquet Valley's Capital Project newsletters are continuing with the final edition slated for January and the Capital Project vote slated for February.

For CVES projects, our Communications Team completed and delivered Picture Day photos for all Rise Center for Success students this month at no cost to their families. Also, a new edition of Success Stories is set to be unveiled in January. On a festive note, there have been plenty of opportunities for holiday photos around our campuses.





CV-TEC Plattsburgh Campus - P.O. Box 455, Plattsburgh, NY 12901
CV-TEC Learning Hub - 1449 Military Turnpike, Plattsburgh, NY 12901
CV-TEC Mineville Campus - 3062 Plank Road Box B, Mineville, NY, 12956
CV-TEC OneWorkSource - 194 US Oval, Plattsburgh, NY 12903

CV-TEC Plattsburgh Campus, 518-561-0100 FAX: 518-561-0484
CV-TEC Learning Hub, 518-561-0100 FAX: 518-942-3368
CV-TEC Mineville Campus, 518-942-6691 FAX: 518-324-6620
CV-TEC OneWorkSource, 518-561-0430 FAX: 518-324-3379

CVES 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.

TO: Dr. Mark C. Davey
FROM: Michele M. Friedman
DATE: December 27, 2023
RE: January 2024 Board Report

CV-TEC Holiday Helpers

CV-TEC continues to support efforts to assist our communities. We are proud to share several activities that our students and team members contributed to during this Holiday Season. Donations were made to the Christmas Bureau on behalf of our CV-TEC Adopt-An-Angel Project, the Make-A-Wish Foundation as well as the Annual Food Drive to benefit the Town of Moriah Food Bank. Congratulations to the Mineville Campus Allied Health Program for winning this year’s Food Drive Contest. In addition, our Security & Law Enforcement Students on the Plattsburgh Campus visited the Clinton County Nursing Home to decorate the facility for the residents and spread Holiday Cheer!



CV-TEC Mineville Campus Holds Annual Holiday Fire Build Competition

The CV-TEC Natural Resources Management students participated in the two-person Fire Build Competition. This is an event that our students will compete in later this year at the annual BOCES Conservation Competitions. The contestants were challenged to build a fire using an ax, cedar logs and 2 matches. The team that can manage to get its can of soapy water to boil over first, wins the event! All of our CV-TEC students had the opportunity to watch and cheer on the competitors! It was a tight and exciting race! Following the competition our students gathered around an outdoor fire to celebrate, make s'mores (sponsored by SkillsUSA Mineville Chapter) and enjoy hot chocolate. It is an awesome annual tradition!

1st Place - Ryan Russell (Crown Point) & Ethan Sawyer (Keene)

2nd Place - Jarrett Russell (Crown Point) & Taylor Sprague

3rd Place - Jillian McKiernan (Moriah) & Tyler Fleenor (Ticonderoga)



CV-TEC Culinary Arts Management Program Host Annual Holiday Board Dinner

CV-TEC continued the tradition of hosting our annual CVES Board Holiday Dinner before our December CVES BOCES Board meeting. Team CV-TEC members, our Culinary Arts Management and PreCTE Food Service students served an excellent meal to our attendees. We would like to extend special thanks to our industry expert teachers and team members: Chef Deb Misik, Chef Alaina Weare, Chef Tyler Puchrik and Mrs. Snow for overseeing the exceptional meal and to our DPMC program for the beautiful menu!





Champlain Valley Educational Services
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CVES 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.

To: Dr. Mark Davey, District Superintendent
From: Matt Slattery, Director of Special Education
Date: January 2024
Re: Board of Cooperative Educational Services
Report

Morning Video Announcements Take Off at the Rise Center in Plattsburgh

A common problem of the morning announcements becoming a distraction to student learning and sometimes even creating student behavior problems was brought up in multiple meetings. Additionally, some classrooms had PA systems that were not working, so they were unable to hear the announcements. We wanted to create a student-driven solution that would allow classrooms to receive the morning announcements, but in a less disruptive manner. After a couple months of planning and getting equipment ordered, the students have taken over the active role of delivering the school's morning announcements to the building. The students in a life skills classroom, with the guidance of a TA, create morning announcement videos. Each day the students go around the school and have students and staff volunteers do different parts of the announcements. The life skills classroom uses computer programs to create one video from each of the recordings. The video is then distributed to all of the classrooms to be shown when it is an appropriate time in class. The video provides an amazing form of communication without the disruption. The sense of community has increased as everyone has a chance to be involved. The student ownership and pride shines through each video.



Letters to Santa Promote Literary Skills

Our Plattsburgh Campus had the opportunity to participate in a school wide event that involved writing letters to Santa. This provided an excellent opportunity for teachers to incorporate several ELA Learning Standards into an exciting hands-on experience for the students. In return, each student not only wrote a letter to Santa, but they also addressed their envelopes appropriately, placed a “stamp” on them and mailed them using the magical Santa Mailbox. Prior to Christmas Vacation, each student who wrote a letter to Santa received a response which included a personalized letter and an Elf Report Card.



Holiday Party Ushers in Cheer for All!

Our RISE Center knows how to spread seasonal joy! Santa, Mrs. Claus and the Grinch visited classrooms with gifts and goodies. We celebrated with spirit days like crazy hair day and ugly sweaters. A highlight was our inclusive holiday bash, thoughtfully planned so all students could join the fun. The smiles and laughter filled our halls with the magic of community. It was a festive celebration embracing every cherished member of our RISE family!





Paramedic Guest Speaker Inspires Career Dreams

Learning came to life when paramedic Craig Roberts visited our school to share about his vital career. Students were able to ask real questions and learn from his experiences. It provided invaluable exposure to an impactful profession protecting our community. We're grateful to Mr. Roberts for giving students a glimpse of paramedic work. The engaging experience opened young minds to future career possibilities!

Families Bond Over Adventure-Filled Luncheon

Our recent ITSP family luncheon was an adventurous affair! We were delighted to have many families join us for food, fun and meaningful connection. Students proudly led hands-on teambuilding activities facilitated by our Adventure Based Counselor extraordinaire, Scott Friedman. Laughter filled the halls as families navigated challenges together, forging bonds of trust and cooperation. Beyond sharing a meal, families got to experience the caring ITSP community we cultivate each day. Based on the smiles and hugs, the event deepened partnerships and understanding. We look forward to making this special gathering a new beloved tradition!



Partners in Transition Make a Wish Come True for Fundraising Event

The Rise Center's Partners in Transition program at SUNY Plattsburgh has made a significant impact on the local community by actively participating in this year's Make-A-Wish fundraising event at the Champlain Center Mall. Through dedicated volunteer efforts, the program successfully collected over \$1,000 in donations, underscoring their commitment to making a positive difference in our community while working on their work readiness skills. The enthusiastic engagement of the Partners in Transition participants showcased the power of collective action in supporting charitable causes. Their remarkable achievement stands as a testament to the program's dedication to community service and its ability to inspire positive change in the Plattsburgh community.



Saranac Senior Brings Joy to Rise Community

Saranac Senior Cayden Bouvia, dressed as Buddy the Elf, delivered presents to Rise students as part of his legacy project for National Honors Society, he made it his mission to get presents for each student. A tree at Saranac had ornaments with students' toys they like. Saranac students, faculty and staff donated presents for the Rise students. Thank you to Cayden and his helper Madelyn Willette, dressed as Jovi the Elf, for bringing joy and smiles to our Rise Community.



Celebrating Progress and Holiday Cheer at The Rise Center

As the year comes to an end, students at The Rise Center are not only preparing for the holidays but also showcasing remarkable progress. A visit to the mall to see Santa, a festive student of the month ceremony, and a special visit from Santa at school marked joyous moments. Students are thriving in their assignments, demonstrating growth, and the entire community is proud of their achievements.



Work Experience Activities Through the Holidays

This holiday season, students from the Work Experience program at the Plattsburgh Rise Center have brought festive joy to their community by launching a Holiday shop. Engaging in hands-on experiences, the students crafted a diverse array of holiday-themed items, honed their marketing skills, and practiced essential customer service and money-handling skills. The initiative not only showcases the students' creativity and craftsmanship but also underscores the program's commitment to providing practical, real-world experiences for skill development. Through the Holiday shop, these students are not only spreading holiday cheer but also gaining valuable work experience that prepares them for future endeavors.





Creative Giving: Ms. Agoney's Class Masters T-Shirt Making for the Holidays
Students in Ms. Agoney's class are immersing themselves in practical skills through a work experience program focused on mastering the art of t-shirt making. As part of their holiday initiative, the students have dedicated their efforts to refining their craft, creating unique and personalized gifts for others. This hands-on approach not only showcases their artistic abilities but also emphasizes the spirit of giving during the holiday season. Ms. Agoney's class is not only fostering creative expression but instilling a sense of generosity and community engagement through their thoughtful and skillfully crafted holiday gifts.



