

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

DATE: February 14, 2024  
KIND OF MEETING: Regular Board Meeting  
PLACE: CVES Learning Hub Conference Center Plattsburgh, NY

Board Members Present:

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

Board Members Absent:

Kathy Comins-Hunter

Executive Officer:

Dr. Mark Davey

Board Clerk:

Katelyn Smart

Others Present:

Amy Campbell  
Michele Friedman  
Dr. Matthew Slattery  
Dr. Eric Bell  
David Harp

MEETING  
TO ORDER

Board President Michael St. Pierre called the meeting to order at 6:02 pm.

EXECUTIVE  
SESSION

Mrs. Boise moved, seconded by Mr. Randall, that the Board go into Executive Session at 6:03 pm for the following reasons:

#4 – A matter of discussion regarding proposed, pending or current litigation; #5 - A matter of collective negotiations pursuant to article 14 of Civil Service Law (the Taylor Law); 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. All Board Members present voted yes—motion carried.

In the Executive Session, Dr. Davey and the Board discussed building a new Career and Technical Education (CTE) Center in Plattsburgh and the various contractual and legal requirements needed to move the proposal forward. The Board was briefed on utilizing a 20-year lease and renting the facility from a non-profit corporation. This discussion included an overview of the recommendation for an Option to Lease proposal coming before the Board in the evening's meeting. The discussion also included an update on the needed steps to outline and align a

potential Mineville addition and the CVES grant submissions related to both projects.

Next, Dr. Davey reviewed various Labor Relations topics, such as negotiation discussions underway with the CVES United Professionals and updates regarding the Confidential Employees group. Dr. Davey concluded the Executive Session by reviewing several position proposals to the Board members regarding staff additions, associated costs, and the reasons the positions are needed.

Mrs. Boise moved, seconded by Mr. Harriman Sr., that the Board come out of Executive Session at 7:10 pm. All Board Members present voted yes—motion carried.

Mrs. Reynolds Bergh entered the meeting at 7:10 pm.

**AUDIT  
COMMITTEE  
UPDATE**

Dr. Davey thanked the Audit Committee Members for their time and excellent work during the meeting before the Board Meeting. Mrs. Christine Myers – CVES Treasurer, and Mr. Hayden Reidy – CVES Business Manager, led the meeting. Dr. Davey asked the Audit Committee Members to share their insights from the meeting. Mr. Harriman Sr. praised the CVES staff members for their knowledge and excellent presentations.

**CVES PLAN FOR  
PROGRAMMATIC  
& FACILITY  
EXPANSION**

Dr. Davey and Dr. Bell met with Clinton County on Tuesday, February 13, 2024, to discuss the possible CTE Center expansion. Dr. Davey will share an update with CVES staff tomorrow, February 15, 2024. Dr. Davey thanked the CVES Board members for supporting and endorsing the process to proceed with the following steps.

In the PowerPoint presentation titled, “*CVES Programmatic and Facilities Expansion*,” Dr. Davey and Dr. Bell shared that our CVES and Special Education enrollment is at a 10-year high. CV-TEC has seen 30% growth in the last ten years, and the Rise Center has seen a 47% growth in the last ten years. While the region’s enrollment has remained similar, the CTE percentage (%) of juniors and seniors who attend CV-TEC has increased from 25% to 43% during this period specifically. Enrollment has increased from 652 students in 2014-15 to 845 students in February 2024. In addition, both the School Support Services (S<sup>3</sup>) and Management Services divisions have grown significantly during this time. This trend has been supported by our component districts’ investment in CVES with our high-quality programming and services. There has been a 30% growth in CVES employees.

Next, the presentation touched on the current space being occupied by CVES throughout all locations, including rental locations. Dr. Bell then spoke about the Facility Expansion; after three years of exhausting available options with

component districts, we still need more space. Dr. Bell provided the pros and cons of a new build on land CVES owns and the option to lease a new building. Ultimately, there are more costs to build on CVES's land, which would require the school districts to take on shared debt. The new building would also require a public vote and a more extensive timeline than a leased building. The leased building option would ensure that lease costs are State aidable and would not require the school districts to share the debt. There would be minimal tax impact and only impact for the first year. In subsequent years, the lease costs would be part of the CVES Capital Budget and be 100% aidable. A non-profit would own the leased property, and a 20-year lease would be utilized. The projected construction project build to occupancy is targeted for a 2-year time frame from start to finish. Mineville renovations, aligned with this process, would happen later in the timeline if approved by voters.

At this time, this proposal outlines building a new CTE Center with specialized designs for the programmatic needs of CTE. Additionally, there are NYS grant monies available for Workforce Development. Our Current CV-TEC Plattsburgh Campus would be used to expand space for Special Education and other CVES Management Services and School Support offerings. Special Education could hold more classrooms with adequate space. It was projected that six new Special Education classes could be opened immediately if space and staffing were available at the Rise Center for Success in Plattsburgh. If the Board approves the Option to Lease tonight, we will start this process immediately.

Dr. Davey spoke about the regional impact of a new CTE center. He believes this would be transformational to our entire region for our programming and supporting the State Workforce Development Initiatives. Our current Business and Industry Partners would be willing to collaborate with us in the state-of-the-art facilities and programmatic offerings. Industry leaders could see the advanced opportunities our students will have and possibly add recruitment of businesses to the area. Lastly, the Board members asked questions and shared their thoughts on the Option to Lease and move the proposal forward.

2023-2024  
STRATEGIC PLAN  
MID-YEAR  
UPDATE

Dr. Davey began the presentation by thanking the Board members serving on the District Planning Team (DPT). Our Strategic Plan has served as a CVES compass for progress since 2014, and CVES has positively impacted all students in our component districts with our BOCES continuous improvement efforts.

Dr. Davey invited our CVES Assistant Superintendents and Divisional Directors to speak about their Strategic Plan work underway for 2023-24. First, Mrs. Michele Friedman, Director of Career and Technical Education, spoke about the WIOA Title 1 Grant and other training they are completing to develop their staff. Next, Dr. Eric Bell, Assistant Superintendent of Management Services, spoke about Management Services and what they do for CVES and component districts. Dr.

Matthew Slattery, our Director of Special Education, shared success stories from the Rise Center and programmatic improvement highlights. We have been able to grow our classrooms because of the Strategic Plan work that has been completed. Ms. Amy Campbell, Assistant Superintendent for Educational Services, shared that we are seeing the most significant growth due to Strategic Planning. She shared information about School Support Services' progress this year in technology, health, safety and risk management, and several other areas of focus.

Dr. Davey then provided an update on the Annual Survey and its planned process for 2023-24. Our CVES Annual Survey has been an essential part of our Strategic Planning process each year. The data gathered from our staff has been used as part of annual Strategic Plan updates. This year, our District Planning Team identified the need for updating the survey, following ten years of administration of the current survey. Dr. Davey, Dr. Slattery, and Ms. Campbell undertook a process to review new surveys and consultants. Following their review, they have recommended an updated survey instrument developed by Panorama Education. The new tool is research-based and was developed by Harvard University researchers. Similar surveys by Panorama Education are used by 5-6 BOCES or more across NYS. There will be a presentation to share and review the complete survey with DPT first, and then the Board in March. Dr. Slattery added that one of the goals was to find a statistically valid survey tool. Dr. Davey, Ms. Campbell and Dr. Slattery answered questions from the Board members about the new survey tool and the process used to select it. Lastly, the Board was provided time for questions and answers.

2024-2025 CVES  
BOCES BUDGET  
PRESENTATION

Dr. Davey began the CVES 2024-2025 Proposed Budget presentation by thanking the District Superintendent's Cabinet, the CVES Administrative and Supervisors team, and the Management Services staff, including the accountants and support staff who worked on this year's budget development. Dr. Davey acknowledged Dr. Eric Bell, CVES' Assistant Superintendent of Management Services, CVES Treasurer, Mrs. Christine Myers, and Mr. Hayden Reidy, CVES' Business Manager, for their extensive assistance and leadership in preparing the 2024-2025 CVES Draft Proposed Budget.

Dr. Davey and Dr. Bell, working with CVES' Communications Department, created a video highlighting essential information about the 2024-2025 CVES Proposed BOCES Budget. The CVES 2024-2025 Proposed Budget video was shown, and an accompanying budget PowerPoint Presentation (PPT) was available and corresponded with the video. The video began with Dr. Davey reviewing the 2024-2025 budget calendar and thanking the CVES Board members on the Budget Committee for their time, participation, and hard work throughout the year.

In the video presentation, Dr. Bell reviewed the 2024-2025 Budget development factors for the upcoming school year, including the Governor’s Executive Budget, health insurance increases, fringe benefit rates, and minimum wage increase, which all directly affect the proposed CVES budget. The CVES Administrative & Capital budgets were then reviewed, including ways that CVES continues to mitigate cost increases. Dr. Davey and Dr. Bell then shared each Division’s review, including programmatic highlights and budget details. Finally, Dr. Bell reviewed changes in RWADA, BOCES aid, surplus summaries, and projected BOCES aid ratios for CVES’s 16 component districts.

Lastly, at the video’s conclusion, Dr. Davey reviewed CVES’ budget’s next steps, including that CVES will present the proposed budget to component district CSOs and business officials on Friday, February 16, 2024. He also shared that the BOCES Annual meeting will be held on Wednesday, April 10, 2024, including a final budget presentation. Dr Davey confirmed that the CVES Administrative Budget vote and CVES Board Member Elections will be held on April 18, 2024. Time was then provided for Board members to ask questions and provide feedback on the presentation. Following the video presentation, the Board voted on printing the 2024-2025 Educational and Fiscal Plan.

APPROVAL TO  
PRINT THE CVES  
2024-2025  
EDUCATIONAL  
PROGRAM &  
FISCAL PLAN

Mr. Murdock moved, seconded by Mrs. Boise, to have the 2024-2025 CVES Educational Program & Fiscal Plan printed to share with Component School Districts. All Board Members present voted yes—motion carried.

DISTRICT  
SUPERINTENDENT  
(DS) UPDATE

Dr. Davey began his District Superintendent’s Update by discussing the upcoming February school break and the subsequent numerous activities and component District Board of Education visits. The Board members were supplied with the 2023-2024 CVES Success Stories publication, and Dr. Davey provided several exciting highlights.

On Thursday, February 1<sup>st</sup>, 2024, CVES held the Clinton and Essex County School Boards Association Dinner and presentation on Superintendent and Board relationships; the speakers were from the NYS School Boards Association (NYSSBA). This event was successful and had strong CVES Board member representation. Next, Dr. Davey indicated he had spoken with the NYSSBA Executive Director about the Board President and Superintendent Leadership Workshop planning. There is more information coming in the Spring for a planned Fall rollout. He then reviewed the recent 2024 NYSSBA Legislative Breakfast in Lake Placid on Friday, February 9<sup>th</sup>, this was the largest Legislative Breakfast on record, and CVES had an excellent turnout, with 9 board members

participating. The Board members shared stories and feedback on the breakfast, which was a positive experience.

Next, Dr. Davey discussed the planned first reading for a new Workplace Violence Prevention Policy on tonight's CVES meeting agenda. He shared that this is an NYS-required policy, and the version we are using is recommended by the NYS Department of Labor and CVES legal counsel, Mr. James Gregory, Esq. There will be additional updates next month to support the 2nd Reading and adoption.

Dr. Davey will attend his DS meetings in Albany following the February break. The BOCES DS Lobby Day is also following the February break. The Lobby Day will only be attended by the DS this year. Dr. Davey and Julie Jolicoeur will help set up a virtual Lobby Day for CVES this year for our Board members, Cabinet Members, CVES Association leaders, and students.

Next, Dr. Davey reported that the Rural Schools Association (RSA) Summer Conference has been announced and is scheduled to be in Lake Placid on July 14-16, 2024. Dr. Davey reminded the Board members they will be registered for this conference once it is available. Many Board members are planning on attending.

The 2024-2025 CVES Administrative Budget and BOCES Board Member Elections are on April 18, 2024. A memo has been sent to the Superintendents regarding Board Member Nomination procedures. Three CVES Board Members are up for re-election, and potentially, a total of five Board seats are available. Dr. Davey thanked the Board members for serving and hopes they consider serving another term on the CVES Board. Dr. Davey also thanked our At-Large Board members for their service.

Lastly, Dr. Davey spoke about the mileage reimbursement process for our Board members. The Board members are volunteers but can submit for CVES Board-related travel expenses. Mr. Hayden Reidy, CVES' Business Manager, developed a packet of information to assist the Board members with their expense reimbursement process. Dr. Davey briefly reviewed the forms and the process.

MINUTES OF  
PREVIOUS  
MEETING

Mr. Murdock moved, seconded by Mr. Harriman Sr., to approve the Draft Minutes from the January 10, 2024, regular Board Meeting. All Board Members present voted yes—motion carried.

CONSENT  
AGENDA  
FINANCIAL

Mr. Harriman Sr. moved, seconded by Mrs. Boise to approve the Consent Agenda Financial. All Board Members present voted yes—motion carried.

CERTIFICATION  
OF THE WARRANT

Approve the Certification of Warrant for December 28, 2023, to February 5, 2024

TREASURER'S  
REPORT

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

EXTRA-  
CLASSROOM  
TREASURER'S  
REPORT

Approve the Extraclassroom Treasurer's Report from December 1, 2023 to December 31, 2023.

BUDGET  
INCREASE(S)

Approve the following budget increase(s):

1. Increase Co-Ser 205, 6:1:1 Autism budget, from \$3,991,499 to \$4,527,502 for the 2023-2024 School Year to accommodate for increases in student enrollment and associated related services from Northeastern Clinton, Peru, and Saranac Lake. (Rise Center)
2. Increase Co-Ser 208, 8:1:1 Academic/Behavioral budget, from \$5,383,569 to \$5,763,481 for the 2023-2024 School Year to accommodate for increases in student enrollment and associated related services from Chazy, Crown Point, Plattsburgh, and Ticonderoga. (Rise Center)
3. Approve Co-Ser 209, 8:1:2 Life Skills budget, in the amount of \$720,857 for the 2023-2024 School Year to accommodate district requests from Boquet Valley, Crown Point, Moriah, Schroon Lake, and Ticonderoga. (Rise Center)
4. Increase Co-Ser 220, 6:1:1 Intensive Therapeutic Support budget, from \$1,124,530 to \$1,217,173 for the 2023-2024 School Year to accommodate for increases in student enrollment and associated related services from AuSable Valley and Northeastern Clinton. (Rise Center)
5. Approve Co-Ser 326, Itinerant Behavioral Support budget, in the amount of \$36,117 for the 2023-2024 School Year to accommodate for anticipated participation in this new service offering to districts. (Rise Center)
6. Increase Co-Ser 404, Arts in Education budget, from \$45,634 to \$55,000 for the 2023-2024 school year, to accommodate for anticipated additional district requests through year-end. (S<sup>3</sup>)
7. Increase Co-Ser 508, Library Service/Media budget, from \$348,675 to \$360,000 for the 2023-2024 school year, to accommodate for anticipated additional district requests through year-end. (S<sup>3</sup>)

8. Increase Co-Ser 608, School Employee Safety Risk Management budget, from \$206,141 to \$257,346 for the 2023-2024 school year, to accommodate for additional services offered. (AuSable Valley, Beekmantown, Boquet Valley, Chazy, Crown Point, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh, Putnam, Saranac, Schroon Lake, Ticonderoga, Willsboro). (S<sup>3</sup>)

**CROSS-  
CONTRACT  
BUDGET(S)**

Approve the following Cross-Contract Budget(s):

1. Professional Development – PNW BOCES budget in the amount of \$4,000 for the 2023-2024 school year, to accommodate for a Cross Contract with PNW BOCES (Ticonderoga). (S<sup>3</sup>)

**CROSS CONTRACT  
BUDGET  
INCREASE(S)**

Approve the following Cross-Contract Budget increase(s):

1. Increase the Related Service Vision – WSWHE BOCES budget from \$9,029 to \$9,120 for the 2023-2024 school year, to accommodate for an additional Cross Contract with WSWHE BOCES (Schroon Lake). (Rise)
2. Increase the Virtual Summer School – Capital Region BOCES budget from \$4,550 to \$6,200 for the 2023-2024 school year, to accommodate for an additional Cross Contract with Capital Region BOCES (AuSable Valley). (S<sup>3</sup>)
3. Increase the Workshop – FEH BOCES budget from \$13,505 to \$50,000 for the 2023-2024 school year, to accommodate for additional Cross Contracts with FEH BOCES (AuSable Valley, Boquet Valley, Northeastern Clinton, Northern Adirondack, Plattsburgh, Saranac, Schroon Lake, Willsboro). (S<sup>3</sup>)
4. Increase the Computer-Assisted Instruction – Capital Region BOCES budget from \$302,000 to \$312,000 for the 2023-2024 school year, to accommodate for an additional Cross Contract with Capital Region BOCES (AuSable Valley). (S<sup>3</sup>)
5. Increase the DEI – FEH BOCES budget from \$19,000 to \$25,000 for the 2023-2024 school year, to accommodate for an additional Cross Contract with FEH BOCES (Beekmantown). (S<sup>3</sup>)
6. Increase the Computer Services Management – GST BOCES budget from \$16,150 to \$26,000 for the 2023-2024 school year, to accommodate for an additional Cross Contract with GST BOCES. (Northern Adirondack). (S<sup>3</sup>)



- 7. Increase the Drug & Alcohol Testing – Jefferson-Lewis BOCES budget from \$11,044 to \$25,000 for the 2023-2024 school year, to accommodate for anticipated additional Cross Contracts with Jefferson-Lewis BOCES. (AuSable Valley, Beekmantown, Boquet Valley, Chazy, Crown Point, CVES, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh, Saranac, Schroon Lake, Willsboro). (S<sup>3</sup>)

STUDENT  
STIPEND  
DONATIONS

Approve the following Student Stipend Donations:

Pepsi (July, 2023 – December, 2023)	\$306.76
United Way (July, 2023 – December, 2023)	\$355.92
<hr/>	
TOTAL	\$662.71

DONATIONS

Approve the following Donations:

Donation of a 2006 Kia Rio5 by Mark Preston. This item donated to the CV-TEC division will be utilized for training opportunities for the automotive technology class within the CV-TEC division.

Donations from the following to offset the cost of CVES’s Participation in the 2024 Scripps National Spelling Bee:

- 1. Donation of \$2,400 from Eye Care for the Adirondacks
- 2. Donation of \$100 from the Architecture, Engineering and Land Surveying Northeast, PLLC
- 3. Donation of \$100 from Twinstate Technologies
- 4. Donation of \$100 from SeaComm Federal Credit Union

SPECIAL AID  
FUND PROJECTS  
BUDGET  
INCREASE(S)

Approve the following Special Aid Fund Projects budget increase(s):

- 1. Increase School Library System Basic Operating Aid (F947) from \$98,268 to \$102,638, for the period of July 1, 2023 through June 30, 2024, due to rollover funds from 2022-2023. (S<sup>3</sup>)
- 2. Increase School Library System Supplemental Operating Aid (F956) from \$47,919 to \$48,390, for the period of July 1, 2023 through June 30, 2024, due to rollover funds from 2022-2023. (S3)
- 3. Increase School Library System Categorical Aid for Automation (F949) from \$9,827 to \$12,391, for the period of July 1, 2023 through June 30, 2024, due to rollover funds from 2022-2023. (S3)

SPECIAL AID  
FUND PROJECT

Approve the following Special Aid Fund Project(s):

1. Supplemental Nutrition Assistance Program (SNAP) Employment & Training Venture IV special aid fund project in the amount of \$400,000 for the period of December 1, 2023 through November 30, 2024 (pending a fully-executed contract with NYS). (CV-TEC)

AUTHORIZED  
MONEY  
COLLECTOR(S)  
GONYEA

Approve the following Authorized Money Collector(s):

1. Authorize Kylee Gonyea (replacing Jean Gonyo) as custodian of the \$200 change fund at the CV-TEC Cosmetology Mineville Campus.
2. Authorize Kylee Gonyea (replacing Jean Gonyo) to collect money at the CV-TEC Cosmetology Mineville Campus.

ETS AGREEMENT  
PAYROLL  
SERVICES

Approve the following agreement(s):

1. Staffing Agreement between CEWW BOCES and ETS, Inc. for the purpose of payroll services for on-the-job training for students at One Work Source. This agreement commences on January 1, 2024, and will end December 1, 2024. The current estimated expenditure is not anticipated to exceed \$29,000. (CV-TEC)

CONSENT  
AGENDA  
PERSONNEL

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

RESCIND  
SANTANIELLO &  
GONYEA

Rescind the following appointment(s) from the October 11, 2023 meeting:

1. Recommend that the Board approve the following Additional Work for the 2023-2024 School Year:

Stipend Positions, Compensation per collective bargaining agreement

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

2. Recommend that the Board approve the following Additional Work for the 2023-2024 School Year:

Stipend Positions, Compensation per collective bargaining agreement

Kylee Gonyea Skills USA Co-Advisor, Plattsburgh

RESIGNATION  
FOR THE PURPOSE  
OF RETIREMENT  
YELLE

Accept the following letter(s) of Resignation for the purposes of Retirement:

1. Stacey Yelle, Teacher Aide/ Student Aide, effective July 1, 2024

Dr. Davey Paused the meeting to acknowledge Stacey Yelle's almost 31 years of service with CVES. Dr. Slattery spoke about how Stacey loves what she does, and he could not say enough wonderful things about her.

RESIGNATION(S)  
LAMKINS,  
MERRILL, DECKER,  
GRAHAM,  
DUNTLEY, ST.  
HILAIRE, RIVERS,  
DENTON, IMONDI,  
MAYHEW &  
SAVARD

Accept the following letter(s) of Resignation:

1. Tia Lamkins, Teacher Aide/ Student Aide, effective January 3, 2024
2. Nicole Merrill, Teacher Aide/ Student Aide, effective January 17, 2024
3. Lynn Decker, Teacher Aide/ Student Aide, effective January 19, 2024
4. Jennifer Graham, Teacher Aide/ Student Aide, effective January 25, 2024
5. Deborah Duntley, Cook Manager, effective January 26, 2024
6. Amanda St. Hilaire, Teaching Assistant, effective January 26, 2024
7. Shanna Rivers, Teacher Aide/ Student Aide, effective February 3, 2024
8. Garrett Denton, Custodial Worker, effective February 3, 2024
9. Tabitha Imondi, Teacher Aide/ Student Aide, effective February 7, 2024
10. Grace Mayhew, Environmental Conservation and Forestry Teacher, effective March 6, 2024
11. Katherine Savard, Permanent Building Substitute Teacher, effective January 29, 2024, for the purpose of accepting a Teaching Assistant position.

LEAVE(S) OF  
ABSENCE  
WALDRON &  
BOOTH

Approve the following leave(s) of absence:

1. Cindy Waldron, Teacher Aide/ Student Aide, unpaid leave of absence, effective January 17, 2024 - February 29, 2024
2. Michaelene Booth, Account Clerk/Typist, unpaid leave of absence, effective February 1, 2024 - March 1, 2024

TEMP-ON-CALL  
SUBSTITUTE(S)

Approve the following Temp-On Call (TOC) and Substitute Positions for the 2023-2024 school year:

<u>Name</u>	<u>Position</u>
Kim Wimett	Digital Print Machine Operator, \$25/hr <i>(pending fingerprint clearance)</i>
Jane Bush	Digital Print Machine Operator, \$25/hr <i>(pending fingerprint clearance)</i>
Jack Hanania	Food Service Helper <i>(pending fingerprint clearance)</i>
Sandra Martin	Food Service Helper
Haley Cutter	School Lunch Manager, \$30/hour
Tabitha Imondi	Teacher Aide/Student Aide
Amanda Dagley	Teaching Assistant <i>(pending fingerprint clearance)</i>

Page 12  
Board Minutes  
February 14, 2024

Warren Spaulding	Teaching Assistant <i>(pending fingerprint clearance)</i>
Scott Aubrey	Teaching Assistant <i>(pending fingerprint clearance)</i>
Amanda Dagley	Teacher <i>(pending fingerprint clearance)</i>
Warren Spaulding	Teacher <i>(pending fingerprint clearance)</i>
Scott Aubrey	Teacher <i>(pending fingerprint clearance)</i>

FACILITATOR(S)  
GRANT

Approve the following Facilitator(s) for the 2023-2024 school year:

Facilitators, \$30/hour

James Grant *(pending fingerprint clearance)*

PERMANENT  
APPOINTMENT(S)  
BOUSQUET

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

1. Olivia Bousquet, Publications Specialist, effective January 29, 2024

FOUR-YEAR  
PROBATIONARY  
APPOINTMENT(S)  
BLACKBURN

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

1. Name: Peter Blackburn (was temporary)  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: February 2, 2024  
Tentative Tenure Date: February 2, 2028  
Certification Status: Teaching Assistant Level 1

(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).

PROVISIONAL  
CIVIL SERVICE  
HOURLY  
APPOINTMENT(S)  
FOR THE 2023-2024  
SCHOOL YEAR  
BASSETT

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

1. Tami Bassett, Personnel Specialist, \$25/hr

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

Page 13  
Board Minutes  
February 14, 2024

CIVIL SERVICE  
PROVISIONAL  
APPOINTMENT(S)  
KOKTWOSKI

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

1. Name: Nikolas Koktwoski  
Position: Health, Safety and Risk Management Specialist  
Effective Date: January 16, 2024  
Annualized Salary: \$63,719

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

52-WEEK CIVIL  
SERVICE  
PROBATIONARY  
APPOINTMENT  
LINDBERG,  
CASSAVAUGH,  
DECKER, RILEY,  
TROMBLEY &  
SIANO

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

1. Name: Cynthia Lindberg (was provisional)  
Position: Account Clerk/ Typist  
Effective Date: April 28, 2023  
Tentative Permanent Date: April 28, 2024
2. Name: Eric Cassavaugh  
Position: Teacher Aide/ Student Aide  
Effective Date: January 17, 2024  
Tentative Permanent Date: January 17, 2025  
Annualized Salary: \$23,000
3. Name: Lynn Decker  
Position: Teacher Aide/ Student Aide  
Effective Date: January 17, 2024  
Tentative Permanent Date: January 17, 2025  
Annualized Salary: \$23,000
4. Name: Rebekah Riley  
Position: Teacher Aide/ Student Aide  
Effective Date: January 29, 2024  
Tentative Permanent Date: January 29, 2025  
Annualized Salary: \$20,950
5. Name: Bridget Trombley  
Position: Teacher Aide/ Student Aide  
Effective Date: January 29, 2024  
Tentative Permanent Date: January 29, 2025  
Annualized Salary: \$20,950
6. Name: Adam Siano  
Position: Custodial Worker

Effective Date: February 5, 2024  
Tentative Permanent Date: February 5, 2025  
Annualized Salary: \$34,500

TEMPORARY  
APPOINTMENT(S)  
FOR THE 2023-2024  
SCHOOL YEAR  
MEDINA, SAVARD  
& KEECH

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

1. Name: Alma Medina  
Position: Teaching Assistant  
Effective Date: January 16, 2024 - June 30, 2024  
Certification Status: Uncertified  
Annualized Salary: \$26,828
2. Name: Katherine Savard  
Position: Teaching Assistant  
Effective Date: January 29, 2024 - June 30, 2024  
Certification Status: Mathematics 7-12, Initial Certificate  
Annualized Salary: \$26,828
3. Name: Amy Keech  
Position: Teaching Assistant  
Effective Date: January 29, 2024 - June 30, 2024  
Certification Status: Teaching Assistant Level 1  
Annualized Salary: \$26,828

ADDITIONAL  
WORK FOR THE  
2023-2024 SCHOOL  
YEAR

Approve the following Additional Work for the 2023-2024 school year:

Stipend Positions, Compensation per collective bargaining agreement

Ryan Hanley	New Employee Mentor (x2)
Shanni Hicks-Wilson	New Employee Mentor
Melissa Smith	New Employee Mentor (x2)
Sherry Snow	New Employee Mentor
Brook Stevens	New Employee Mentor
Angie Waldron	New Employee Mentor

Mentor/Mentee Training, Hourly rate of pay per contract

Angie Waldron	Not-to-exceed 10 hours
Ariana Hicks	Not-to-exceed 10 hours
Bethany Katzfey	Not-to-exceed 10 hours
Dawn Perry	Not-to-exceed 10 hours
Emily Norwood	Not-to-exceed 10 hours
Jamie Ganter	Not-to-exceed 10 hours
Kayla Coolidge	Not-to-exceed 10 hours

Page 15  
Board Minutes  
February 14, 2024

Maiya Giroux Not-to-exceed 10 hours  
Whitney Gagnier Not-to-exceed 10 hours

N2Y Training, Hourly rate of pay per contract

Bethany Katzfey Not-to-exceed 8 hours

MEMORANDUM  
OF AGREEMENT  
2 HOUR  
EMERGENCY  
SCHOOL DELAYS

Mr. Murdock moved, seconded by Mrs. Reynolds Bergh to approve the following Memorandum of Agreement:

1. Memorandum of Agreement between the Clinton-Essex-Warren-Washington (CEWW) Board of Cooperative Educational Services and the 12-Month Support Staff regarding the compensation of Operations & Maintenance workers during two (2) hour emergency school delays.

All Board Members present voted yes—motion carried.

CONFERENCE/  
WORKSHOP  
ATTENDANCE  
BOISE, GERO,  
HARRIMAN SR.,  
LAROCQUE,  
MARIN, PHILLIPS,  
RANDALL,  
REYNOLDS  
BERGH,  
SAUNDERS, ST.  
PIERRE &  
WOTTON

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

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.  
Rural Schools 2024 Summer Conference  
July 14-16, 2024  
Lake Placid Conference Center, Lake Placid, NY

All Board Members present voted yes—motion carried.

INTERNAL  
AUDITOR  
2023-2024

Mrs. LaRocque moved, seconded by Mr. Murdock, to approve the following:

Appoint Management Advisory Group of N.Y., Inc. of Catskill, NY as the Clinton-Essex-Warren-Washington BOCES Internal Auditor for the 2023-2024 internal audits. The fee for the 2023-3024 audit is not to exceed \$8,500.

All Board Members present voted yes—motion carried.

SPECIAL  
PROJECTS  
ADMINISTRATOR  
DRAGONE

Mr. Harriman Sr. moved, seconded by Mrs. LaRocque, to approve the following Special Projects Administrator(s) for the 2024-2024 school year:

1. Joseph Dragone, \$50/hr

All Board Members present voted yes—motion carried.

OPTION TO LEASE  
AGREEMENT

Mr. Harriman Sr. moved, seconded by Mrs. LaRocque, to approve the following:

Recommend authorization of the District Superintendent to enter into an agreement, pending attorney approval, for an Option to Lease agreement between the Clinton-Essex-Warren-Washington BOCES and CIDC Plattsburgh, LLC, 15375 Blue Fish Circle, Lakewood Ranch, FL 34202. CIDC Plattsburgh, LLC is granting an Option to Lease a new CTE Facility to be built at a location to be determined. BOCES will pay \$2,000,000. The contract period commences when the Option to Lease is executed and is effective for a period of twelve months.

All Board Members present voted yes—motion carried.

NEXT BOARD  
MEETING

The next Board meeting will be held on Wednesday, March 13, 2024, at the Yandon-Dillon Education 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 Mrs. Boise, to adjourn the meeting at 9:23 pm. All Board Members present voted yes—motion carried.

  
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Katelyn Smart, Board Clerk