

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 CVES LEARNING HUB CONFERENCE CENTER  
IN PLATTSBURGH, NY, ON APRIL 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. CEWW BOCES ANNUAL MEETING
- No Action      5. OPINIONS AND CONCERNS FROM THE AUDIENCE
- No Action      6. DISTRICT SUPERINTENDENT UPDATE — Dr. Davey
- Action          7. MINUTES OF PREVIOUS MEETING  
                    a.      March 13, 2024 Regular Board Minutes (Enc. 1)
- Action          8. CONSENT AGENDA FINANCIAL  
                    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.      Summer School (ESY) Budget Increase(s) (Enc. 6)  
Action          f.      Special Aid Fund Project Budget Increase (Enc. 7)  
Action          g.      Cross Contract Budgets (Enc. 8)  
Action          h.      Cross Contract Budget Increases (Enc. 9)  
Action          i.      Donation(s) (Enc. 10)  
Action          j.      Extra-Curricular Student Activity Fund Club Advisor (Enc. 11)
- No Action      9. OLD BUSINESS — Committees  
                    a.      Committees  
                            --Audit Committee Meeting Highlights – December 13, 2023 (Info. Only) (Enc. 12)
- Action          10. CONSENT AGENDA PERSONNEL  
                    a.      Rescind (Enc. 13)  
Action          b.      Resignation(s) (Enc. 14)  
Action          c.      Leave(s) of Absence (Enc. 15)  
Action          d.      Temp-On-Call Substitutes (Enc. 16)  
Action          e.      Permanent Civil Service Appointment(s) (Enc. 17)  
Action          f.      Hourly Appointment (Enc. 18)  
Action          g.      Civil Service Provisional Appointment(s) (Enc. 19)  
Action          h.      52-Week Civil Service Probationary Appointment(s) (Enc. 20)  
Action          i.      Four-Year Probationary Appointment(s) (Enc. 21)

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- Action j. Temporary Appointment(s) (Enc. 22)
- Action k. Temporary Grant Appointment(s) (Enc. 23)
- Action l. Additional Work for the 2023-24 School Year (Enc. 24)
- Action m. Special Education Summer School (ESY) Staffing 2024-25 (Enc. 25)

11. BOARD OF COOPERATIVE EDUCATIONAL SERVICES

- Action a. Network Administrator Employment Agreement (Enc. 26)
- Action b. CVES Report Card (Enc. 27)
- Action c. Revised Policy- First Reading (Enc. 28)

No Action 12. OTHER

No Action 13. NEXT BOARD MEETING

Wednesday, May 8, 2024, at the Yandon-Dillon Education Center in Plattsburgh, NY, – Proposed Executive Session at 6:00 p.m. – monthly meeting to follow.

No Action 14. REPORTS FROM DIRECTORS (Enc. 28)

Action 15. 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**

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 March 13, 2024 Regular Board meeting.

## **ENC. 2**

Recommend that the Board approve the Certification of Warrant for February 28, 2024 to March 26, 2024.

## **ENC. 3**

Recommend that the Board approve the Treasurer's Report from February 29, 2024.

## **ENC. 4**

Recommend that the Board approve the Extraclassroom Treasurer's Report from February 1, 2024 to February 28, 2024.

## **ENC. 5**

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

1. Increase the Arts in Education budget (Co-Ser 404) from \$55,000 to \$100,000 for the 2023-2024 school year to accommodate for anticipated additional district requests through year-end. (S<sup>3</sup>)
2. Increase the Instructional Printing budget (Co-Ser 505) from \$439,281 to \$475,000 for the 2023-2024 school year, to accommodate for increased costs. (S<sup>3</sup>)
3. Increase the Instructional Technology budget (Co-Ser 564) from \$1,446,540 to \$1,946,540 for the 2023-2024 school year to accommodate for anticipated additional district requests through year-end. (S<sup>3</sup>)
4. Increase the School Public Relations budget (Co-Ser 610) from \$208,363 to \$220,000 for the 2023-2024 school year, to accommodate for increased costs. (S<sup>3</sup>)

## **ENC. 6**

Recommend that the Board approve the following Cross Contract budget(s):

1. Approve the Arts in Education - WSWHE BOCES budget in the amount of \$405 for the 2023-2024 school year, to accommodate for a Cross Contract with WSWHE BOCES (Schroon Lake). (S<sup>3</sup>)
2. Approve the Distance Learning – FEH BOCES budget in the amount of \$1,200 for the 2023-2024 school year, to accommodate for a Cross Contract with FEH BOCES (Northern Adirondack). (S<sup>3</sup>)

## **ENC. 6 (Continued)**

3. Approve the STAC Services – Questar III BOCES budget in the amount of \$3,700 for the 2023-2024 school year, to accommodate for a Cross Contract with Questar III BOCES (Chazy). (Rise Center)
4. Approve the Labor Relations – FEH BOCES budget in the amount of \$5,850 for the 2023-2024 school year, to accommodate for a Cross Contract with FEH BOCES (Ticonderoga). (Mgmt Svcs)
5. Approve the Transportation Planning – FEH BOCES budget in the amount of \$2,459 for the 2023-2024 school year, to accommodate for a Cross Contract with FEH BOCES (Northeastern Clinton). (S<sup>3</sup>)

## **ENC. 7**

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

1. Increase the Distance Learning – Capital Region BOCES budget (Co-Ser 431) from \$160,000 to \$170,000 for the 2023-2024 school year, to accommodate for an additional Cross Contract with Capital Region BOCES (Boquet Valley). (S<sup>3</sup>)
2. Increase the Workshops – FEH BOCES budget (Co-Ser 517) from \$50,000 to \$60,000 for the 2023-2024 school year, to accommodate for additional Cross Contracts with FEH BOCES (AuSable, Beekmantown, Boquet, Chazy, Northeastern Clinton, Northern Adirondack, Plattsburgh, Saranac, Schroon Lake, Ticonderoga, Willsboro). (S<sup>3</sup>)
3. Increase the Staff Development Workshop – WSWHE BOCES budget (Co-Ser 520) from \$1,183 to 5,100 for the 2023-2024 school year, to accommodate for additional Cross Contracts with WSWHE BOCES (Boquet Valley, Northern Adirondack, Schroon Lake, Ticonderoga). (S<sup>3</sup>)
4. Increase the Computer Services Admin – Capital Region BOCES budget (Co-Ser 604) from \$3,350,000 to \$3,450,000 for the 2023-2024 school year, to accommodate for anticipated additional Cross Contracts with Capital Region BOCES through year end. (S<sup>3</sup>)
5. Increase the Voice & Electronic Communication Service – Capital Region BOCES budget (Co-Ser 623) from \$230,000 to \$240,000 for the 2023-2024 school year, to accommodate for additional Cross Contracts with Capital Region BOCES (AuSable Valley, Boquet Valley, Plattsburgh). (S<sup>3</sup>)
6. Increase the Fixed Asset & Insurance Management – Questar III BOCES budget (Co-Ser 625) from \$10,463 to \$10,713 for the 2023-2024 school year, to accommodate for an additional Cross Contract with Questar III BOCES (Peru). (Mgmt Svcs)

## **ENC. 8**

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

1. Increase the Summer School (ESY) Aged Non-Specified Program Budget from \$448,002 to \$456,002, for the period of July 1, 2023 through August 31, 2024, due to increase service requests (Rise Center).



## **ENC. 14**

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

1. Scott Aubrey, Teaching Assistant, effective March 13, 2024
2. Willie Thompson, Adult Education Course Instructor, effective March 13, 2024
3. Shyenne LaFountain, Teacher Aide/ Student Aide, effective March 23, 2024
4. Madison Bokus, Teacher Aide/ Student Aide, effective March 23, 2024
5. Rosemarie Webster, Teacher Aide/ Student Aide, effective March 23, 2024
6. Nichole Gamache, Teacher Aide/ Student Aide, effective March 25, 2024
7. Katherine Savard, Teaching Assistant, effective April 11, 2024, for the purpose of accepting a Teacher position
8. Matthew Palkovic, Network and Systems Coordinator, effective April 11, 2024, for the purpose of accepting a Network Administrator position

## **ENC. 15**

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

1. Melissa Waite, Teacher Aide/ Student Aide, unpaid leave of absence, effective May 9, 2024 - May 16, 2024

## **ENC. 16**

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>
Karen Figary	Food Service Helper ( <i>pending fingerprint clearance</i> )
Linda Sweet	Clerk ( <i>pending fingerprint clearance</i> )
Nichole Gamache	Teacher Aide/ Student Aide
Madison Bokus	Teacher Aide/ Student Aide
Kasey MacDougal	Teacher
Judianne Testa Stout	Teacher ( <i>pending fingerprint clearance</i> )
Kathryn Tallman	Teacher ( <i>pending fingerprint clearance</i> )
Kathleen Timoney	Teacher ( <i>pending fingerprint clearance</i> )
Kasey MacDougal	Teaching Assistant
Judianne Testa Stout	Teaching Assistant ( <i>pending fingerprint clearance</i> )
Kathryn Tallman	Teaching Assistant ( <i>pending fingerprint clearance</i> )
Kathleen Timoney	Teaching Assistant ( <i>pending fingerprint clearance</i> )



### **ENC. 17**

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

1. Thomas Smith, Health, Safety, and Risk Management Specialist, effective April 16, 2024
2. Katelyn Smart, District Clerk, effective May 1, 2024
3. Cynthia Lindberg, Account Clerk/ Typist, effective May 2, 2024

### **ENC. 18**

Recommend that the Board appoint the following person(s) to an hourly appointment for the 2023-2024 School Year:

1. Alexander St. Pierre, Sr. Computer Programmer, \$50/hr (was Provisional)

### **ENC. 19**

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

1. Name: Matthew Palkovic  
Position: Network Administrator  
Effective Date: April 11, 2024  
Annualized Salary: \$87,500

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

### **ENC. 20**

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

1. Name: Joanna Morin-Lake  
Position: Cook Manager  
Effective Date: April 9, 2024  
Tentative Permanent Date: April 9, 2025  
Annualized Salary: \$28,105
2. Name: Kyla Clark (*pending fingerprint clearance*)  
Position: Teacher Aide/ Student Aide  
Effective Date: April 15, 2024  
Tentative Permanent Date: April 15, 2025  
Annualized Salary: \$20,950

## **ENC. 21**

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

1. Name: Jesse Ballard (*was temporary*)  
Tenure Area: Special Education Teacher  
Position: Special Education Teacher  
Effective Date: March 15, 2024  
Tentative Tenure Date: March 15, 2028  
Certification Status: Students with Disabilities- Grades 7-12 Generalist, Initial  
Annualized Salary: \$50,895
2. Name: Katherine Savard  
Tenure Area: Mathematics 7-12  
Position: Academic Services Teacher  
Effective Date: April 11, 2024  
Tentative Tenure Date: April 11, 2028  
Certification Status: Mathematics 7-12, Initial  
Annualized Salary: \$50,582

(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).

## **ENC. 22**

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

1. Name: Andrew Tedford  
Position: Special Education Teacher  
Effective Date: April 9, 2024- June 30, 2024  
Certification Status: Social Studies 7-12, Initial  
Annualized Salary: \$50,582

## **ENC. 23**

Recommend that the Board approve the following Temporary Grant Appointment(s) from December 31, 2023 - June 30, 2024:

1. Matthew Lescatre, Work Study Student, not-to-exceed 260 hours, at \$15/hr

## **ENC. 24**

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

Culinary Arts Management, Hourly rate of pay

Tyler Puchrik	Not-to-exceed 20 hours
Alaina Weare	Not-to-exceed 20 hours

Stipend Positions, Compensation per collective bargaining agreement

Joshua Pierce	Greenhouse Work- Plattsburgh
Anika Craig	NTHS Advisor- Plattsburgh
Allison Bola	New Employee Mentor x2
Greg Cassavaugh	New Employee Mentor x2
Janine Manley	New Employee Mentor

Mentor/Mentee Training, Hourly rate of pay per contract

Amy Keech	Not-to-exceed 10 hours
Janine Manley	Not-to-exceed 10 hours
Michelle Mosher	Not-to-exceed 10 hours
Casandra Kellaway	Not-to-exceed 10 hours
Allison Bola	Not-to-exceed 10 hours

## **ENC. 25**

Recommend that the Board approve the following 2024-2025 Special Education Summer School (ESY) Staffing:

Teacher, \$43/hr

Jenelle Waldron  
Nicholas Brindisi  
Caron Laundree  
Jamie Ledwith

Teaching Assistant, \$29/hr

Kayla Myers  
Cynthia Williams  
Kayla Mills

Teacher Aide/ Student Aide, \$17/hr

Stacey Yelle  
Diane Katzfey  
Kayla Myers  
Allie Huchro

Registered Nurse, \$43/hr

Carol Prager

## **ENC. 25 (Continued)**

Bernadette Paul  
Brenda Speshock

Speech Language Pathologist, \$43,hr  
Lindsey Gilmore

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

Karen Everleth  
Shelby Spellman  
Realelena Hurley  
Angelia Frenyea  
Patricia Fortin  
Debra Rogers  
Melissa Waite  
Emily Schwalb  
Bridget Trombley

Teaching Assistant, Hourly rate of pay per contract  
John Law

## **ENC. 26**

Recommend that the Board approve the following:

Upon the recommendation of the District Superintendent, BE IT RESOLVED that the Board approve the following resolution: Ratify the Employment Agreement by and between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and Matthew Palkovic, Network Administrator, effective April 10, 2024 through June 30, 2028.

## **ENC. 27**

Recommend that the Board approve the CVES Report Card as presented at the Annual Meeting.

## **ENC. 28**

Revised Policy – First Read  
#5600 Personal Property Accountability Policy (attached)

## **ENC. 29**

Reports from Directors (attached)