

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

DATE: May 8, 2024  
KIND OF MEETING: Regular Board Meeting  
PLACE: Yandon-Dillon Education Center, Mineville, NY

Board Members Present:

Leisa Boise  
Richard Harriman, Sr. (Virtual)  
Ed Marin  
Bruce Murdock  
Emily Phillips  
Lori Saunders  
Michael St. Pierre  
Eddie Webbinaro  
Donna Wotton

Board Members Absent:

Kathy Comins-Hunter  
Patricia Gero  
Dina Garvey  
Emily Reynolds Bergh

Others Present:

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

Executive Officer:

Dr. Mark Davey

Board Clerk:

Katelyn Smart

MEETING  
TO ORDER

Board President Michael St. Pierre called the meeting to order at 6:09 pm.

EXECUTIVE  
SESSION

Mr. Murdock moved, seconded by Mrs. Boise, that the Board go into Executive Session at 6:11 pm for the following reasons:

#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; 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.

The Executive Session commenced with Dr. Davey and the Board members reviewing and discussing his District Superintendent Evaluation for 2023 – 2024. Next, President St. Pierre and Dr. Davey provided an update on our Board member vacancies following the 2024 BOCES Board election. There are two at-large seats vacant, and a non-represented component district has expressed interest in recommending a candidate to fill one of the seats. Third, a labor relations update was shared, and the Board reviewed several Health Insurance MOUs with CVES' labor associations. Fourth, Dr. Davey reviewed several new position proposals. Fifth, the Board was provided an update on several confidential employee matters.

Lastly, Dr. Davey and Dr. Bell shared confidential information on the Phase 2 Capital Project, CVES' planned building of its new CTE Center, and related real estate matters that were discussed with the Board.

Mr. Murdock moved, seconded by Mrs. Boise that the Board come out of Executive Session at 7:50 pm. All Board Members present voted yes—motion carried.

**CVES ANNUAL  
STAFF STRATEGIC  
PLAN STAFF  
SURVEY  
PRESENTATION**

Dr. Davey began the 2023-2024 Annual Strategic Plan Staff Survey Presentation by introducing Ms. Amy Campbell. Dr. Davey then provided a brief history of the last ten years of using the Annual Staff Survey to support CVES' Strategic Planning, and continuous improvement work efforts across our BOCES to make impactful updates each year. The Annual Strategic Plan Staff Survey data gathered each year has been provided to the Board for review and then shared with the staff. This data has been utilized to provide essential feedback to help guide the improvements. Dr. Davey emphasized that the survey has always been anonymous and confidential and continues to be so. Dr. Davey thanked Board Members Mr. Richard Harriman Sr. and Mrs. Lori Saunders for participating on the District Planning Team (DPT), and for assisting with updating the CVES Survey. Dr. Davey reintroduced Ms. Amy Campbell, Assistant Superintendent for Educational Services.

Ms. Campbell led her presentation by guiding Board members through the new survey developed using the Panorama Education platform. Ms. Campbell listed the different focus areas of the 11<sup>th</sup> Annual Survey. They focused on school culture, professional learning focused on feedback and coaching, school leadership, staff leadership, and resources. Ms. Campbell noted that since this is a brand-new survey, CVES has begun a new response baseline. Next, she presented key data gathered from the new survey. The Board members were shown identified questions that showed a significant change in the survey from previous years. Ms. Campbell noted that in the latest survey, there was now a neutral response. CVES staff scored the organization the highest in feelings of belonging. Ms. Campbell complimented CVES on this aspect of our work culture and environment. She then shared several highlights of how CVES may be able to use the survey results to help increase positive trends throughout the year.

The Board was then allowed the opportunity to provide feedback and ask questions. The presentation led to meaningful discussions. The Board members were also able to provide suggestions to assist in future survey question development.

**AUDIT  
COMMITTEE  
UPDATE**

Dr. Davey introduced Dr. Eric Bell to present about the Audit Committee meeting held before the Board Meeting at 5 pm. Dr. Bell spoke about the focus suggested by our internal Auditor, Ms. Amy Skiff, which is cash collections, and specifically the timeliness of deposits.

The Audit Committee also met with our External Auditors, Ms. Amy Pedrick and Mr. Michael Rossi of West & Company CPAs. Ms. Pedrick and Mr. Rossi will attend the October Board meeting to present the CVES External Audit to the full Board. The Internal and External Auditors discussed the 2022 – 2023 CVES Corrective Action Plan. One item discussed was the transition to electronic timesheets. Thus far, the transition has been positive for CVES. Another item suggested by the Auditors is that CVES increase the fixed asset threshold. Dr. Bell noted that a revised policy is on the agenda for approval.

Lastly, Dr. Bell spoke about the updated Reserve Plan and the 2024 Reserve Funding. For example, they discussed the CTE Reserve and funding the TRS Reserve for this year. Dr. Bell opened the discussion up to questions from the Board members.

#### DISTRICT SUPERINTENDENT UPDATE

Dr. Davey opened his DS Update sharing CVES highlights from the past month. The first highlight was the Clinton County Top 10% Dinner on Thursday, May 2<sup>nd</sup>, at the Rainbow Wedding & Banquet Hall in Altona, NY. Ms. Campbell, Mr. St. Pierre, and Mr. Marin also attended the dinner, celebrating Clinton County's exceptional students, some of whom are CV-TEC students in our component districts.

Second, Dr. Davey commended Dr. Eric Bell, Mr. Hayden Reidy, and the Management Services division for the well-written proposal that was accepted for \$5 million dollars for Food Infrastructure Grant. The grant also includes funds to help with equipment expansion. CVES was one of two awarded the grant across New York State. We have five years to spend the funds and continue to work with our local teams.

Third, Dr. Davey congratulated Mrs. Michele Friedman and the SkillsUSA competitors. The medalists will be invited to our June Board meeting to discuss their experiences and meet with the Board. Dr. Davey asked Mrs. Friedman to provide additional information. Mrs. Friedman shared that CVES has five State medalists. Our gold medal winner and NYS Champion is also the Co-Valedictorian of Keene High School. She has declined to compete at Nationals in Atlanta so she can graduate with her classmates. CVES will have a silver medalist who will be attending the competition in Atlanta to represent NYS, for another State Winner who has declined to attend. Mrs. Friedman spoke highly of each contestant and noted that we had our first-ever medalist in Animal Careers. The student is from Chazy. Mrs. Friedman emphasized the student's hard work and dedication as well as the diligent effort our CVES mentors exhibit to prepare the students for a competition of the highest caliber. Dr. Davey was able to attend this year's SkillsUSA in Syracuse, his second time attending. He was delighted to spend time with students and CV-TEC chaperones during the exciting competition.

Next, Dr. Davey asked Dr. Bell to share a construction update for CVES' Phase 2 Capital Project. Dr. Davey informed the Board that in future meetings, a Construction Update presentation will be added to each agenda for the next year. This addition will allow the Board to be fully updated each meeting as CVES completes our Phase 2 Capital Project and moves forward with our new CTE Center building. Dr. Bell shared that our Phase 2 planning is moving forward for this summer's work. He noted that the General Contractor and the Mechanical Contractor have been actively working in our buildings. We have begun ceiling work on the third shift to lessen the disruption of our spaces. On June 17<sup>th</sup>, full construction will begin. There will be abatement on both the Mineville and Plattsburgh campuses. Lastly, Dr. Bell spoke about the upcoming design meetings for the new CTE Center. Dr. Bell would like to have the designs ready to share at the June Board meeting, and the drawings will be submitted to SED in June. Construction for the new, 155,000 Sq. Ft. CTE Center has a tentative start day of January 2025.

Fifth, Dr. Davey gave updates from his April 29<sup>th</sup> and 30<sup>th</sup> DS Meetings in Albany at NYSED. He shared that NYSED is planning for the implementation of the Blue Ribbon Commission's recommendations. This planned initiative will include updates to graduation requirements and moving to one NYS diploma. It was also shared that there are recommendations that that NYS Regents may no longer be a requirement to graduate from a NYS High school. Schools cannot add requirements to gain a diploma; NYS will set the guidelines. Endorsements can be added with extra criteria met. Another exciting update is the possibility that NYS will require workforce training or CTE for each student to obtain a high school diploma. Regionalization is a topic that CVES will need to provide follow-up on. A plan regarding what we will do for component districts will be required to be submitted from the BOCES in the fall.

On October 4, 2024, CVES will hold a NYSSBA Professional Development Pilot Workshop for Board Presidents and their Superintendents. This is a planned Statewide initiative, and our BOCES will be the pilot location for this training. More information will be forthcoming next month.

Finally, Dr. Davey reminded the Board Members that the next CVES BOCES Board meeting will be Wednesday, June 12, 2024, at the CVES Learning Hub in Plattsburgh. A proposed Executive Session is planned for 6 pm, and the Monthly Board Business Meeting will start at 7 pm.

MINUTES OF  
ANNUAL  
MEETING

Mr. Murdock moved, seconded by Mrs. Boise, to approve the Draft Minutes from the April 10, 2024 Annual Board Meeting. All Board Members present voted yes—motion carried.

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MINUTES OF  
MONTHLY  
MEETING

Mr. Murdock moved, seconded by Mrs. Boise, to approve the Draft Minutes from the April 10, 2024 Monthly Board Meeting. All Board Members present voted yes—motion carried.

CONSENT  
AGENDA  
FINANCIAL

Mr. Murdock 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 March 27, 2024 to April 29, 2024.

TREASURER’S  
REPORT

Approve the Treasurer’s Report from March 31, 2024.

EXTRA-  
CLASSROOM  
TREASURER’S  
REPORT

Approve the Extraclassroom Treasurer’s Report from March 1, 2024 to March 31, 2024.

BUDGET  
INCREASE(S)

Approve the following budget increase(s):

1. Increase the Instructional Printing budget (Co-Ser 505) from \$475,000 to \$485,000 for the 2023 – 2024 school year, to accommodate for increased costs. (S<sup>3</sup>)
2. Increase the Staff Development: Bus Drivers budget (Co-Ser 603) from \$40,604 to \$50,000 for the 2023 – 2024 school year, to accommodate for additional district requests through year-end. (S<sup>3</sup>)
3. Increase the Emergency Communications budget (Co-Ser 640) from \$78,732 to \$80,028 for the 2023 – 2024 school year, to accommodate for increased participation (Northeastern Clinton). (S<sup>3</sup>)

CROSS CONTRACT  
BUDGET  
INCREASE(S)

Approve the following Cross Contract budget(s):

1. Increase the Policy Service – Erie I BOCES budget (Co-Ser 659) from \$3,325 to \$8,025 for the 2023 - 2024 school year, to accommodate for an additional Cross Contract with Erie I BOCES (Chazy). (S<sup>3</sup>)

SCHOOL FUND  
LUNCH BUDGETS

Approve the following budget(s):

1. Yandon-Dillon Cafeteria Fund Regular School Year budget (Co-Ser C791) in the amount of \$181,648 for the 2024 - 2025 school year. (School Lunch Fund)

2. William A Fritz Cafeteria Fund Regular School Year budget (Co-Ser C791) in the amount of \$255,362 for the 2024 - 2025 school year. (School Lunch Fund)
3. William A Fritz Cafeteria Fund Extended School Year budget (Co-Ser C791) in the amount of \$20,251 for the 2024 - 2025 school year. (Co-Ser C791 – School Lunch Fund)

**SPECIAL AID  
FUND  
PROJECT(S)**

Approve the following Special Aid Fund project(s):

1. High School Equivalency Test Administration special aid fund project, in the amount of \$6,900 for the period of January 1, 2024 through December 31, 2024. (CV-TEC)

**COOPERATIVE  
BIDDING  
RESOLUTION**

Approve the following Cooperative Bidding Resolution:

WHEREAS, A number of Boards of Cooperative Educational Services (BOCES) and School Library Systems (SLS) require software and database access

WHEREAS, The BOCES or SLS named below is desirous of participating with other BOCES and SLS in New York State in cooperatively procuring the software and database access, as authorized by General Municipal Law, Section 119-o, and

WHEREAS, The BOCES named below wishes to appoint the Albany-Schoharie-Schenectady-Saratoga BOCES (Capital Region BOCES) to advertise for, receive competitive proposals, and award contracts on their behalf; therefore

BE IT RESOLVED, That the BOCES listed below hereby appoints the Capital Region BOCES to represent it in all matters relating above, and designates the Daily Gazette Newspaper as the legal publication for all related legal notifications, and,

BE IT FURTHER RESOLVED, That the BOCES listed below authorizes Capital Region BOCES to represent it in all matters leading up to and including the entering into a contracts for the purchase of the above mentioned software and database access, and,

BE IT FURTHER RESOLVED, That the BOCES listed below agrees to (1) abide by majority decisions of the participating districts; (2) abide by the award of the Capital Region BOCES Board; (3) and that after the award of contracts it will conduct all negotiations directly with the awarded contractors

**REVOCABLE  
PERMIT  
AGREEMENT**

Approve the following Agreement(s):

1. Revocable Permit Agreement between Clinton-Essex-Warren-Washington BOCES and the State University of New York at Cortland, William H. Parks Family Center for Environmental and Outdoor Education Raquette Lake for the purpose of renting dormitory space at Camp Huntington for Rise Center

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for Success student field trips at a total cost not anticipated to exceed \$33,000. The dates for the permit event are June 14, 2024, through June 18, 2024, and June 18, 2024, through June 22, 2024. (Rise Center) (attached)

DONATION(S)

Approve the following Donation(s):

1. Donation of one (1) 2016 Ford Explorer by the Essex County Sheriff's Department. The item donated to the CV-TEC division will be utilized for the Security and Law Enforcement Program at Yandon-Dillon within the CV-TEC division.

<u>UNCOLLECTIBLE ACCOUNT RECEIVABLES</u>	<u>Invoice#</u>	<u>Date(s) of Invoice</u>	<u>Amount</u>	<u>Program</u>
	117-23A & 129-23A	10/17/2022 & 12/7/2022	\$6839.24	LPN Tuition & Books
	069-23A	10/17/2022	\$866.24	LPN Tuition
	074-23A	10/17/2022	<u>\$1250.62</u>	LPN Tuition
			<b>\$8956.10</b>	

REMOVAL FROM  
CONSENT  
AGENDA

Mr. Murdock moved, seconded by Mrs. Boise to remove Brook Gillespie from Enclosure 27, Civil Service Provisional Appointment(s). 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.

AMEND  
GILMORE

Amend the following appointment that was approved at the March 13, 2024 Board meeting:

1. Recommend that the Board appoint the following person(s) to a Four-Year Probationary Appointment as follows:
  1. Name: Lindsey Gilmore  
Tenure Area: Speech Language Pathologist  
Position: Speech Language Pathologist  
Effective Date: September 3, 2024  
Tentative Tenure Date: September 3, 2028  
Certification Status: Speech And Language Disabilities, Initial Certificate  
Annualized Salary: \$55,000 \$60,000

**RESCIND  
LINCOLN**

Rescind the following additional work that was approved at the March 13, 2024 Board Meeting:

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

Stipend Positions, Compensation per collective bargaining agreement  
Kimberly Lincoln                      New Employee Mentor

**TERMINATION  
DUCHARME**

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

1. Emma Ducharme, Teacher Aide/Student Aide, effective May 9, 2024

**RESIGNATION  
FOR THE PURPOSE  
OF RETIREMENT  
DEYO**

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

1. Judith Deyo, Special Education Teacher, effective June 30, 2024

Dr. Davey paused to speak about the 4 years Ms. Deyo has spent as a Special Education Teacher with the Rise Center. He acknowledged her dedication to her career and the students. Ms. Amy Campbell also offered words of congratulations and praise for Ms. Deyo.

**RESIGNATION(S)  
O'LEARY,  
VELAZQUEZ,  
WAITE,  
HAMPTON,  
RECORE, ABAR,  
BOYEA, FILION  
POTTS, RHINO-  
DEFAYETTE,  
LAWRENCE,  
BEYER, COLGAN,  
AGNEW, HALL,  
HURLEY, FORTIN,  
ROCK, WILLETTE,  
& CRAIG**

Accept the following letter(s) of Resignation:

1. Kim O'Leary, Facilitator, effective March 11, 2024
2. Kristin Velazquez, Teaching Assistant, effective April 20, 2024
3. Melissa Waite, Teacher Aide/ Student Aide, effective April 26, 2024
4. Heather Hampton, Teaching Assistant, effective April 26, 2024
5. Tina Recore, Junior Accountant, effective April 27, 2024
6. Dawn Abar, Registered Nurse, effective June 28, 2024
7. Sheilah Boyea, Special Education Teacher, effective June 30, 2024
8. Tera Filion Potts, Account Clerk/Typist, effective May 6, 2024 for the purpose of accepting a Teaching Assistant position
9. Crystal Rhino-Defayette, Assistant Principal, effective July 1, 2024 for the purpose of accepting a Principal Position
10. Michelle Lawrence, Assistant Principal, effective July 1, 2024 for the purpose of accepting a Principal Position
11. Alexis Beyer, Teacher Aide/ Student Aide, effective July 1, 2024 for the purpose of accepting a Teaching Assistant Position
12. Kiara Colgan, Teacher Aide/ Student Aide, effective July 1, 2024 for the purpose of accepting a Teaching Assistant Position
13. Sarah Agnew, Teacher Aide/ Student Aide, effective July 1, 2024 for the purpose of accepting a Teaching Assistant Position



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14. Brianna Hall, Teacher Aide/ Student Aide, effective July 1, 2024 for the purpose of accepting a Teaching Assistant Position
15. Realelena Hurley, Teacher Aide/ Student Aide, effective July 1, 2024 for the purpose of accepting a Teaching Assistant Position
16. Patricia Fortin, Teacher Aide/ Student Aide, effective July 1, 2024 for the purpose of accepting a Teaching Assistant Position
17. Jocelyn Rock, Teacher Aide/ Student Aide, effective July 1, 2024 for the purpose of accepting a Teaching Assistant Position
18. Jessica Willette, Teacher Aide/ Student Aide, effective July 1, 2024 for the purpose of accepting a Teaching Assistant Position
19. Anika Craig, Animal Science Teacher, effective September 3, 2024 for the purpose of accepting a Work-Based Learning Specialist Position

LEAVE(S) OF  
ABSENCE  
YATES, PRAY, &  
WALDRON

Approve the following leave(s) of absence:

1. Christina Yates, Teacher Aide/ Student Aide, unpaid leave of absence, effective April 12, 2024 – June 30, 2024
2. Johanna Pray, Teaching Assistant, unpaid leave of absence, effective April 24, 2024 – April 26, 2024
3. Cindy Waldron, Teacher Aide/ Student Aide, unpaid leave of absence, effective April 25, 2024 – May 27, 2024

FACILITATOR(S)  
FOR THE 2023-24  
SCHOOL YEAR

Approve the following Facilitator(s) for the 2023 – 2024 School Year:

Facilitators, \$30/hour

Jeffrey Morelock (*pending fingerprint clearance*)

Elizabeth Coon (*pending fingerprint clearance*)

FACILITATOR(S)  
JUNE 14-22, 2024

Approve the following Facilitators for the period of June 14, 2024 – June 22, 2024:

Facilitators, \$30/hour

Tonya Robinson

Not-to-exceed 70 Hours

Jacob Cummings

Not-to-exceed 70 Hours

Suezanne Chrisman

Not-to-exceed 70 Hours

Robert Holt

Not-to-exceed 70 Hours

Arianna Menard

Not-to-exceed 70 Hours

Ciarra Smith

Not-to-exceed 70 Hours

Emily Duquette

Not-to-exceed 70 Hours

Karen Yeager

Not-to-exceed 70 Hours

Shay Maggy

Not-to-exceed 70 Hours

Heather Agoney	Not-to-exceed 70 Hours
Emily Norwood	Not-to-exceed 70 Hours
Madison Bokus	Not-to-exceed 70 Hours
Cynthia Lindberg	Not-to-exceed 70 Hours
Marky Desrocher	Not-to-exceed 70 Hours
Dawn Perry	Not-to-exceed 70 Hours
Olivia Blais	Not-to-exceed 70 Hours

**SUBSTITUTE AND  
TEMP-ON-CALL  
POSITIONS FOR  
2023-2024  
SCHOOL YEAR**

Approve the following Substitute and Temp-On-Call Positions for the 2023 – 2024 School Year:

Teaching Assistant  
Faye Dayton

**PERMANENT  
APPOINTMENT(S)  
(CIVIL SERVICE)  
HUNTINGTON,  
BADGER,  
SANTANIELLO,  
& BEYER**

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

1. Maria Huntington, Supervisor of Adult Services and Programming, effective March 27, 2024
2. William Badger, Teacher Aide/Student Aide, effective May 13, 2024
3. Theodore Santaniello, Network and Systems Technician, effective May 28, 2024
4. Alexis Beyer, Teacher Aide/ Student Aide, effective June 3, 2024

**TEMPORARY  
APPOINTMENT(S)  
FILION POTTS**

Appoint the following person(s) to a Temporary Appointment as follows for the 2023 –24 school year:

1. Name: Tera Fillion Potts  
Position: Teaching Assistant  
Effective Date: May 6, 2024 - June 30,2024  
Certification Status: Uncertified  
Annualized Salary: \$26,828

**FOUR-YEAR  
PROBATIONARY  
APPOINTMENT  
HICKS, GREEN,  
HURLEY, KEECH,  
HALL, BEYER,  
ROCK, GONYEA,  
CRAIG, BALLARD,  
& DUBAY**

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

1. Name: Arianna Hicks (was temporary)  
Tenure Area: School Social Worker  
Position: School Social Worker  
Effective Date: March 8, 2024  
Tentative Tenure Date: March 8, 2028  
Certification Status: School Social Worker, Provisional
2. Name: Myah Green (was temporary)  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant

Effective Date: March 29, 2024  
Tentative Tenure Date: March 29, 2028  
Certification Status: Teaching Assistant, Level 1

3. Name: Realelena Hurley (was temporary)  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: May 3, 2024  
Tentative Tenure Date: May 3, 2028  
Certification Status: Teaching Assistant, Level 1
4. Name: Amy Keech (was temporary)  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: July 1, 2024  
Tentative Tenure Date: July 1, 2028  
Certification Status: Teaching Assistant, Level 1
5. Name: Brianna Hall  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: July 1, 2024  
Tentative Tenure Date: July 1, 2027  
Certification Status: Teaching Assistant, Level 1  
Annualized Salary: \$29,750
6. Name: Alexis Beyer  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: July 1, 2024  
Tentative Tenure Date: July 1, 2028  
Certification Status: Teaching Assistant, Level 1  
Annualized Salary: \$29,750
7. Name: Jocelyn Rock  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: July 1, 2024  
Tentative Tenure Date: July 1, 2028  
Certification Status: Teaching Assistant, Level 1  
Annualized Salary: \$29,750

8. Name: Kylee Gonyea (was temporary)  
Tenure Area: Cosmetology Teacher  
Position: Cosmetology Teacher  
Effective Date: July 1, 2024  
Tentative Tenure Date: July 1, 2028  
Certification Status: Cosmetology 7-12, Transitional A
9. Name: Anika Craig  
Tenure Area: Instructional Support Services in Work-Based Learning  
Position: Work-Based Learning Specialist  
Effective Date: September 3, 2024  
Tentative Tenure Date: September 3, 2028  
Certification Status: Biology 7-12, Initial, Animal Science 7-12, Initial  
Annualized Salary: \$59,390
10. Name: Sarah Ballard (pending fingerprint clearance)  
Tenure Area: Special Education Teacher  
Position: Special Education Teacher  
Effective Date: September 3, 2024  
Tentative Tenure Date: September 3, 2028  
Certification Status: Students with Disabilities, Birth – Grade 2, Initial  
Annualized Salary: \$57,000
11. Name: Laurie Dubay (pending fingerprint clearance)  
Tenure Area: Special Education Teacher  
Position: Special Education Teacher  
Effective Date: September 3, 2024  
Tentative Tenure Date: September 3, 2028  
Certification Status: Students with Disabilities, Birth – Grade 2, Initial  
Annualized Salary: \$52,500

(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 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).

**52-WEEK CIVIL  
SERVICE  
PROBATIONARY  
APPOINTMENT(S)  
SHERMAN, YELLE,  
& IMLER**

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

1. Name: Danielle Sherman  
Position: Registered Nurse (Schools)  
Effective Date: September 3, 2024  
Tentative Permanent Date: September 3, 2025

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Annualized Salary: \$53,000

2. Name: Stacey Yelle  
Position: Teacher Aide/ Student Aide  
Effective Date: September 3, 2024  
Tentative Permanent Date: September 3, 2025  
Annualized Salary: \$27,500
3. Name: Julia Imler  
Position: Teacher Aide/ Student Aide  
Effective Date: September 3, 2024  
Tentative Permanent Date: September 3, 2025  
Annualized Salary: \$21,686

CIVIL SERVICE  
PROVISIONAL  
APPOINTMENT(S)  
LOZANO

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

1. Name: Maureen Lozano  
Position: Purchasing Clerk  
Effective Date: May 6, 2024  
Annualized Salary: \$35,000

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

TEMPORARY  
CIVIL SERVICE  
APPOINTMENT  
ABAR

Appoint the following person(s) to a Temporary Civil Service appointment for the 2024-2025 School Year:

1. Name: Dawn Abar  
Position: Registered Nurse  
Effective Dates: September 3, 2024- December 31, 2024  
Annualized Salary: \$53,000

ADDITIONAL  
HOURS FOR  
2023-2024  
SCHOOL YEAR

Approve the following additional hours for the 2023 – 2024 school year:

Automotive Mechanic, \$50/hour  
Stephen Bassett      Not-to-exceed 50 hours

TEMPORARY  
APPOINTMENT  
FOR THE 2024-2025  
SCHOOL YEAR

Appoint the following person(s) to a Temporary Appointment as follows for the 2024 –25 school year:

1. Name: Kiara Colgan  
Position: Teaching Assistant  
Effective Date: July 1, 2024 – June 30, 2025

Certification Status: Uncertified  
Annualized Salary: \$29,750

2. Name: Sarah Agnew  
Position: Teaching Assistant  
Effective Date: July 1, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$29,750
3. Name: Jessica Willette  
Position: Teaching Assistant  
Effective Date: July 1, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$29,750
4. Name: Patricia Fortin  
Position: Teaching Assistant  
Effective Date: July 1, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$29,750
5. Name: Tera Filion Potts  
Position: Teaching Assistant  
Effective Date: July 1, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$29,750
6. Name: Andrew Tedford  
Position: Special Education Teacher  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Social Studies 7-12, Initial  
Annualized Salary: \$52,500

ADDITIONAL  
WORK FOR THE  
2024-2025  
SCHOOL YEAR

Approve the following Additional Work for the 2024 – 2025 School Year:

Continuation of normal work year duties, hourly rate of pay

Joanne Mazzotte	Not-to-exceed 105 hours
Kevin Donoghue	Not-to-exceed 231 hours
Nicole Santaniello	Not-to-exceed 210 hours
Donna Wyant	Not-to-exceed 21 hours
Britany DuBrey	Not-to-exceed 14 hours
Helen Jessey	Not-to-exceed 14 hours
Jaimie Plumadore	Not-to-exceed 14 hours
Charles Johnson (Hospital Faculty Orientation)	Not-to-exceed 7 hours

Maria Hurteau (Hospital Faculty Orientation)	Not-to-exceed 7 hours
Erin Spoor (Hospital Faculty Orientation)	Not-to-exceed 7 hours

Committee Work, hourly rate of pay per contract

Richard Beaudry (Shared Decision Making)	Not-to-exceed 7 hours
Kenny Allen (Shared Decision Making)	Not-to-exceed 7 hours
Abram Benko (Shared Decision Making)	Not-to-exceed 7 hours
Shelley Charland (Shared Decision Making)	Not-to-exceed 7 hours
Penny Comes (Shared Decision Making)	Not-to-exceed 7 hours
Anika Craig (Shared Decision Making)	Not-to-exceed 7 hours
Lisa Fisher (Shared Decision Making)	Not-to-exceed 7 hours
Helen Jessey (Shared Decision Making)	Not-to-exceed 7 hours
Deborah Misik (Shared Decision Making)	Not-to-exceed 7 hours
Jaimie Plumadore (Shared Decision Making)	Not-to-exceed 7 hours
Nicole Santaniello (Shared Decision Making)	Not-to-exceed 7 hours
Lance Sayward (Shared Decision Making)	Not-to-exceed 7 hours
Kevin Shaw (Shared Decision Making)	Not-to-exceed 7 hours

Curriculum Development, hourly rate of pay per contract

Abram Benko (CTE Program Re-approvals)	Not-to-exceed 7 hours
Shelly Charland (CTE Program Re-approvals)	Not-to-exceed 7 hours
Katherine Savard (CTE Program Re-approvals)	Not-to-exceed 7 hours
Lance Sayward (CTE Program Re-approvals)	Not-to-exceed 7 hours
Caitlin Yell (CTE Program Re-approvals)	Not-to-exceed 7 hours
Donna Wyant (CTE Program Re-approvals)	Not-to-exceed 7 hours
Melissa Smith (CTE Program Re-approvals)	Not-to-exceed 7 hours
Richard Beaudry (CTE Program Re-approvals)	Not-to-exceed 7 hours
Kenny Allen (CTE Program Re-approvals)	Not-to-exceed 7 hours
Chris Huchro (CTE Program Re-approvals)	Not-to-exceed 7 hours
Taylor Sprague (CTE Program Re-approvals)	Not-to-exceed 7 hours
Anika Craig (CV-TEC PD/ Curriculum Dev.)	Not-to-exceed 70 hours

Classroom Move/ Set Up, hourly rate of pay per contract

Stephen Couture	Not-to-exceed 14 hours
Taylor Sprague	Not-to-exceed 14 hours
Chris Huchro	Not-to-exceed 14 hours

Trainings, hourly rate of pay per contract

Zachary Buzzell (New CTE Teacher Training)	Not-to-exceed 14 hours
Todd Clowney (New CTE Teacher Training)	Not-to-exceed 14 hours
Katherine Savard (New CTE Teacher Training)	Not-to-exceed 14 hours
Tyler Puchrik (New CTE Teacher Training)	Not-to-exceed 14 hours
Kylee Gonyea (New CTE Teacher Training)	Not-to-exceed 14 hours

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Aliana Weare (SREB Professional Development) Not-to-exceed 35 hours  
Britany DuBrey (SREB Professional Development) Not-to-exceed 35 hours  
Albert Stickle (SREB Professional Development) Not-to-exceed 35 hours  
Thomas Willette(SREB Professional Development) Not-to-exceed 35 hours  
Penny Comes (SREB Professional Development) Not-to-exceed 35 hours  
Melanie Faville (SREB Professional Development) Not-to-exceed 35 hours  
Richard Beaudry (SREB Professional Development)Not-to-exceed 35 hours  
Kenny Allen (SREB Professional Development) Not-to-exceed 35 hours  
Stefan Ramirez (SREB Professional Development) Not-to-exceed 35 hours  
Brittany Wood (SREB Professional Development) Not-to-exceed 35 hours

2024-2025  
SPECIAL  
EDUCATION  
SUMMER  
SCHOOL (ESY)

Approve the following 2024 – 2025 Special Education Summer School (ESY) Staffing:

Teacher Aide/ Student Aide, hourly rate of pay per contract  
Eric Cassavaugh

Teaching Assistant, hourly rate of pay per contract

Alexis Beyer  
Kiara Colgan  
Melissa Waite  
Sarah Agnew  
Realelena Hurley  
Jocelyn Rock  
Jessica Willette  
Patricia Fortin

Registered Nurse, \$43/hr  
Connie Poupore

Teacher Aide/ Student Aide, \$17/hr  
Julia Imler (*pending fingerprint clearance*)  
Hailee Liberty (*pending fingerprint clearance*)  
Yazmine Lawrence (*pending fingerprint clearance*)  
Brandee Nephew  
Sydney Myers

Teacher, \$43/hr  
Andrew Tedford  
Jamie Ledwith

Teaching Assistant, \$29/hr  
Patricia Sharlow (*pending fingerprint clearance*)  
Sydney Myers



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Jordan Doherty  
Payton Gough

CVES TOTAL  
BUDGET FOR  
2024-2025  
SCHOOL YEAR

Mr. Murdock moved, seconded by Mrs. Boise, to approve the approve the total CVES Budget for the 2024 – 25 school year in the amount of \$54,733,700.

All Board Members present voted yes—motion carried.

REVISED POLICY  
SECOND READ  
& ADOPT

Mr. Murdock moved, seconded by Mrs. Boise, to approve the second reading and adoption for the following revised policy:

Revised Policy – Second Read & Adopt  
#5600 Personal Property Accountability Policy (attached)

All Board Members present voted yes—motion carried.

CVES MEETING  
DATES FOR THE  
2024-2025  
SCHOOL YEAR

Mr. Murdock moved, seconded by Mrs. Boise, to approve the following CVES Board Meeting dates for the 2024 – 25 school year:

July 10, 2024 – Plattsburgh  
August 21, 2024 – Plattsburgh  
September 11, 2024 – Mineville  
October 9, 2024 – Plattsburgh  
November 13, 2024 – Mineville  
December 11, 2024 – Plattsburgh  
January 15, 2025 – Mineville  
February 12, 2025 – Plattsburgh  
March 12, 2025 – Mineville  
April 9, 2025 – Mineville  
May 14, 2025 – Plattsburgh  
June 11, 2025 – Mineville

All Board Members present voted yes—motion carried.

APPROVAL TO  
ATTEND  
CONFERENCE/  
WORKSHOP

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

1. Leisa Boise, Ed Marin  
NYSSBA Leadership in Education Event  
July 19-20, 2024

The Desmond Hotel by Crowne Plaza, Albany, NY (overnight accommodations needed)

All Board Members present voted yes—motion carried.

**MEMORANDUM  
OF AGREEMENT  
UNITED  
PROFESSIONALS**

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

1. Recommend that the Board approve the following Memorandum of Agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the Champlain Valley Educational Services United Professionals regarding the Health Insurance Moratorium.

All Board Members present voted yes—motion carried.

**MEMORANDUM  
OF AGREEMENT  
CONFIDENTIAL  
EMPLOYEES**

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

1. Recommend that the Board approve the following Memorandum of Agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the Champlain Valley Educational Services Confidential Employees regarding the Health Insurance Moratorium.

All Board Members present voted yes—motion carried.

**MEMORANDUM  
OF AGREEMENT  
12-MONTH  
SUPPORT STAFF**

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

1. Recommend that the Board approve the following Memorandum of Agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the Champlain Valley Educational Services 12-Month Support Staff regarding the Health Insurance Moratorium.

All Board Members present voted yes—motion carried.

**MEMORANDUM  
OF AGREEMENT  
ADMINISTRATIVE  
UNIT**

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

1. Recommend that the Board approve the following Memorandum of Agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the Champlain Valley Educational Services Administrative Unit regarding the Health Insurance Moratorium.

All Board Members present voted yes—motion carried.

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MEMORANDUM  
OF AGREEMENT  
MANAGERIAL

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

1. Recommend that the Board approve the following Memorandum of Agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the Champlain Valley Educational Services Managerial Employees regarding the Health Insurance Moratorium.

All Board Members present voted yes—motion carried.

MEMORANDUM  
OF AGREEMENT  
CSEA

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

1. Recommend that the Board approve the following Memorandum of Agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the Champlain Valley Educational Services CSEA Unit #6472 regarding the Health Insurance Moratorium.

All Board Members present voted yes—motion carried.

NYSSBA AREA 6  
NOMINATION  
ROGERS

Mr. Murdock moved, seconded by Mrs. Boise that the CVES Board of Cooperative Educational Services nominates Wayne Rogers for the NYSSBA Area 6 position that is vacant.

All Board Members present voted yes—motion carried.

PRINCIPAL  
LAWRENCE

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

BE IT RESOLVED that the Board, upon the recommendation of the District Superintendent, hereby appoint Michelle Lawrence to the position of Principal in the School Administrator and Supervisor tenure area, to a four-year probationary period commencing on July 1, 2024, and expected to end on July 1, 2028. Certifications include; School District Leader, Professional. School Building leader, Initial. Biology 7-12, Professional, Chemistry 7-12, Professional, and General Science 7-12, Extension Professional. Annual salary of \$94,000.

All Board Members present voted yes—motion carried.

PRINCIPAL

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

RHINO-  
DEFAYETTE

BE IT RESOLVED that the Board, upon the recommendation of the District Superintendent, hereby appoint Crystal Rhino-Defayette to the position of Principal in the School Administrator and Supervisor tenure area, to a four-year probationary period commencing on July 1, 2024, and expected to end on July 1, 2028. Certifications include; School Building leader, Initial. Students with Disabilities 7-12 Generalist, Professional, Students with Disabilities 1-6, Professional, Childhood Education 1-6, Professional. Annual salary of \$92,000.

All Board Members present voted yes—motion carried.

SETTLEMENT  
AGREEMENT

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

RESOLVED, that the Board accept the terms and conditions of a negotiated Settlement Agreement with a certain employee of Champlain Valley Educational Services on the recommendation of the CVES District Superintendent and School District Attorney; and authorizes the CVES District Superintendent to execute such Agreement and take all actions necessary on behalf of CVES in effectuating the terms of the Settlement Agreement.

All Board Members present voted yes—motion carried.

RESIGNATION(S)  
BLAISE

Mr. Murdock moved, seconded by Mrs. Boise to approve the following Resignation(s):

1. Haley Blaise, Network and Systems Technician, effective July 1, 2024, for the purpose of accepting a Network and Systems Coordinator position.

All Board Members present voted yes—motion carried.

CIVIL SERVICE  
PROVISIONAL  
APPOINTMENT(S)  
BLAISE

Mr. Murdock moved, seconded by Leisa Boise, that the Board appoint the following person(s) to a Civil Service Provisional appointment as follows:

1. Name: Haley Blaise  
Position: Network and Systems Coordinator  
Effective Date: July 1, 2024  
Annual Base Salary: \$75,000

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

All Board Members present voted yes—motion carried.

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EMPLOYMENT  
AGREEMENT  
BLAISE

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

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 Haley Blaise, Network and Systems Coordinator, effective July 1, 2024, through June 30, 2028.

All Board Members present voted yes—motion carried.

NEXT BOARD  
MEETING

The Next Board meeting will be held on Wednesday, June 12, 2024, at the CVES Learning Hub Conference Center, Plattsburgh, NY. An anticipated Executive Session will begin at 6:00 pm.

ADJOURNMENT

Mr. Harriman Sr. moved, seconded by Mrs. Boise, to adjourn the meeting at 9:25 pm. All Board Members present voted yes—motion carried.

  
\_\_\_\_\_  
Katelyn Smart, Board Clerk