

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

**AGENDA FOR BOARD MEETING TO BE HELD AT THE CVES CONFERENCE CENTER IN  
PLATTSBURGH, NY ON AUGUST 21, 2024, PROPOSED EXECUTIVE SESSION AT 6:00 PM – MEETING  
TO FOLLOW**

- |           |   |
|-----------|---|
| No Action | 1. CALL TO ORDER: DISTRICT SUPERINTENDENT                             |
|           | a. The Pledge of Allegiance   |
|           | b. Roll Call of Board Members   |
| No Action | 2. EXECUTIVE SESSION  |
| No Action | 3. INTRODUCTION OF ALL PRESENT  |
| No Action | 4. OPINIONS AND CONCERNS FROM THE AUDIENCE                            |
| No Action | 5. CVES CAPITAL PROJECT & CTE EXPANSION UPDATE                        |
| No Action | 6. DISTRICT SUPERINTENDENT’S UPDATE                                   |
| Action    | 7. MINUTES OF PREVIOUS MEETING  |
|           | a. July 10, 2024 (Enc. 1)   |
|           | 8. CONSENT AGENDA FINANCIAL   |
| Action    | a. Certification of Warrant (Enc. 2)                                  |
| Action    | b. Donations (Enc. 3)   |
| Action    | c. Budget Increases (Enc. 4)  |
| Action    | d. Initial AS-7 Cross Contracts (Enc. 5)                              |
| Action    | d. Final AS-7 Cross Contracts (Enc. 6)                                |
| Action    | e. Special Aid Fund Project(s) (Enc. 7)                               |
| Action    | f. National School Lunch Program (Enc. 8)                             |
| Action    | g. Officers for Free and Reduced Lunch Appeals (Enc. 9)               |
| Action    | h. School Breakfast/Lunch Rate Increases (Enc. 10)                    |
| Action    | i. Special Education School-Age Summer School (Enc. 11)               |
| Action    | j. Special Education School-Age Summer School Non-Component (Enc. 12) |
| Action    | k. Professional Services Agreement(s) (Enc. 13)                       |
|           | 9. OLD BUSINESS   |
| No Action | a. None   |
|           | 10. CONSENT AGENDA PERSONNEL  |
| Action    | a. Rescind June 2024 (Enc. 14)  |
| Action    | b. Rescind July 2024 (Enc. 15)  |

Action	c.	Amend May 2024(Enc. 16)
Action	d.	Amend July 2024(Enc. 17)
Action	e.	Resignation(s) (Enc. 18)
Action	f.	Leave(s) of Absence (Enc. 19)
Action	g.	Provisional Civil Service Hourly Appointment(s) (Enc. 20)
Action	h.	Permanent Appointment(s) (Civil Service) (Enc. 21)
Action	i.	Part-Time Appointment(s) (Enc. 22)
Action	j.	Four-Year Probationary Appointment(s) (Enc. 23)
Action	k.	52-Week Civil Service Probationary Appointment(s) (Enc. 24)
Action	l.	Civil Service Provisional Appointment(s) (Enc. 25)
Action	m.	Temporary Appointment(s) 2024 – 2025 (Enc. 26)
Action	n.	Temporary Appointment(s) July 1, 2024 – June 30, 2025 (Enc. 27)
Action	o.	Hourly Appointment(s) 2024 – 2025 (Enc. 28)
Action	p.	Adult Education Course Instructors (Enc. 29)
Action	q.	Temp-On-Call and Substitute(s) (Enc. 30)
Action	r.	Temporary Grant Appointment(s) July 1, 2024 – December 30, 2024 (Enc. 31)
Action	s.	Additional Work 2024 – 2025 (Enc. 33)
Action	t.	2024 – 2025 Special Education Summer School (ESY) Staffing (Enc. 34)

#### 11. BOARD OF COOPERATIVE EDUCATIONAL SERVICES

No Action	a.	Reserve Plan Summary (Informational Purposes Only) (Enc. 35)
Action	b.	Employment Agreement (Enc. 36)
Action	c.	Employment Agreement (Enc. 37)
Action	d.	Memorandum of Agreement (Enc. 38)
Action	e.	Requests for Approval to Attend Conference/Workshop (Enc. 39)
No Action	f.	Revised Policy First Reading – Organizational Chart and Updates (Enc. 40)
Action	g.	Adopt Revised Policy (Enc. 41)

#### 12. NEW BUSINESS

No Action 13. OTHER

No Action 14. NEXT BOARD MEETING  
Wednesday, September 11, 2024, at the Yandon-Dillon Educational Center in Mineville –  
Proposed Executive Session at 6:00 pm

No Action 15. REPORTS FROM DIRECTORS (Enc. 42)

Action 16. 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**

August 21, 2024	Board Meeting – CVES Learning Hub Conference Center, Plattsburgh – 6:00pm
October 3, 2024	CV-TEC Family Night – Plattsburgh
October 8, 2024	CV-TEC Family Night – Mineville
October 9, 2024	Audit Committee Meeting – Learning Hub Conference Center, Plattsburgh – 5:00 pm
October 9, 2024	Board Meeting – Conference Center, Plattsburgh – 6:00 pm
October 17, 2024	CVES 75 <sup>th</sup> Anniversary Walk-Through & Gala
TBD	Special Education Family Night - WAF
October 20-22, 2024	NYSSBA Annual Convention – NYC
November 5, 2024	Board Budget Committee Meeting – Discuss Budget Development & Review 2023 – 2024 Reconciliations – Conference Center, Plattsburgh 7:00 pm
November 13, 2024	Board Meeting – Yandon-Dillon Center, Mineville – 6:00 pm
December 3, 2024	Board Budget Committee Meeting – Review 2023-24 Reconciliations & Set Parameters for 2025 – 2026 Budgets – Conference Center, Plattsburgh 7:00 pm
December 11, 2024	Audit Committee Meeting – CV-TEC, Plattsburgh 5:00 pm
December 11, 2024	Board Meeting – CV-TEC, Plattsburgh – 7:30 pm
January 15, 2025	Board Meeting – Yandon-Dillon Center, Mineville – 6:00 pm
February 4, 2025	Board Budget Committee Meeting – Analyze/Discuss Preliminary 2025 – 2026 Budgets – Finalize Draft Budgets – Conference Center, Plattsburgh - 7:00 pm
February 12, 2025	Audit Committee Meeting – Conference Center, Plattsburgh – 5:00 pm
February 12, 2025	Board Meeting/Budget Presentations – CVES Conference Center, Plattsburgh – 6:00 pm
February 26, 2024	CV-TEC Open House – Mineville – 6:00 – 7:30 pm (Snow Date is March 5, 2024)
February 27, 2024	CV-TEC Open House – Plattsburgh – 6:00 – 7:30 pm (Snow Date is March 6, 2024)
March 12, 2025	Board Meeting – Yandon-Dillon Center, Mineville – 6:00 pm
March 19, 2025	CVES Regional Spelling Bee
April 9, 2025	Annual Meeting – Yandon-Dillon Center , Mineville – 6:00 pm
April 29, 2025	Election of CVES Board Members and Vote on Administrative Budget
May 14, 2025	Audit Committee Meeting – CVES Conference Center, Plattsburgh 5:00 pm
May 14, 2025	Board Meeting – Yandon-Dillion Center, Plattsburgh – 6:00 pm
TBD	NTHS Ceremony (Mineville Campus) Moriah CSD
TBD	NTHS Ceremony (Plattsburgh Campus) Conference Center
June 13, 2025	WAF Graduation Ceremony – SUNY Giltz Auditorium – 9:30 am
June 11, 2025	Board Meeting – Yandon- Dillon Center, Mineville – 6:00 pm
June 18, 2025	Plattsburgh Rise Center Kindergarten Graduation – 10:00 am
June 24, 2025	CV-TEC Plattsburgh Graduation Ceremony – SUNY Plattsburgh Field House – 7:00 pm

Page 4  
Board Agenda  
August 21, 2024

June 25, 2025  
TBD

CV-TEC Mineville Graduation Ceremony – Moriah Central School – 7:00 pm  
Yandon-Dillon Graduation Ceremony – Mineville Campus

## **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 offense 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 July 10, 2024 Regular Board meeting. (attached)

### **ENC. 2**

Recommend that the Board approve the Certification of Warrant for June 7, 2024 to August 12, 2024. (attached)

### **ENC. 3**

Recommend that the Board approve the donation of \$100 from Catherine and Steven Simmer. The funds donated will be utilized for programs at Yandon-Dillon, within the CV-TEC division.

### **ENC. 4**

Recommend that the Board approve the following budget increases:

1. Increase School Food Management (Co-Ser 642) from \$674,569 to \$698,569, for the period of July 1, 2024, through June 30, 2025, due to additional service requests from Moriah, Keene, Schroon Lake, Plattsburgh, and Willsboro. (Mgmt Services)

### **ENC. 5**

Recommend the Board approve the following AS-7 Contract for Services (Cross Contracts):

1. 2024 – 2025 Initial – Franklin-Essex-Hamilton BOCES, \$227,876.00
  - Shared Business Office (Putnam)
  - Substitute Coordination (Beekmantown, Schroon Lake)
  - Insurance ACA Consulting (AuSable Valley, Beekmantown, Boquet Valley, Chazy, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh, and Schroon Lake)
  - Transportation Planning (Northeastern Clinton)
2. 2024 – 2025 Initial – Questar III BOCES, \$60,954.00
  - State Aid Planning (AuSable Valley, Beekmantown, Boquet Valley, Chazy, Crown Point, Keene, Moriah, Northeastern Clinton, Peru, Plattsburgh City, Saranac, Schroon Lake, Ticonderoga, and Willsboro)
  - Fixed Asset Management (Peru)
3. 2024 – 2025 Initial – St. Lawrence – Lewis BOCES, \$44,279.00
  - Section X Athletic Coordination (Peru, Plattsburgh)
  - Cooperative Purchasing (AuSable Valley, Beekmantown, Boquet Valley, Chazy, Crown Point, CVES, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh City, Saranac, Schroon Lake, Ticonderoga, and Willsboro)

## **ENC. 5 (Continued)**

4. 2024 – 2025 Initial – Washington-Saratoga-Warren-Hamilton-Essex BOCES, \$69,452.00
  - Special Education – Vision Services (Schroon Lake)
  - Model Schools (CVES)
  - Learning Technology (Beekmantown, Schroon Lake, and Willsboro)
5. 2024 – 2025 Initial – Capital Region BOCES, \$4,149,193.41
  - Distance Learning (AuSable Valley, Beekmantown, Boquet Valley, CVES, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh City, Saranac, Ticonderoga, and Willsboro)
  - Virtual Summer School (AuSable Valley, Northeastern Clinton, and Plattsburgh)
  - Dream Consortium (CVES)
  - Staff Development (Northern Adirondack)
  - Instructional Technology (AuSable Valley, Beekmantown, Boquet Valley, Chazy, Crown Point, CVES, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh City, Putnam, Saranac, Schroon Lake, and Ticonderoga)
  - Computer Services (AuSable Valley, Beekmantown, Boquet Valley, Chazy, Crown Point, CVES, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh City, Putnam, Saranac, Schroon Lake, Ticonderoga, and Willsboro)
  - Laserfiche (Peru)
  - BOCES of NY Consortium (CVES)
  - VoIP Telephone Services (AuSable Valley, Chazy, Crown Point, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh City, and Ticonderoga)

## **ENC. 6**

1. 2023 – 2024 Final – Jefferson-Lewis BOCES, \$31,126.50
  - Drug & Alcohol Testing (AuSable Valley, Beekmantown, Boquet Valley, Chazy, CVES, Crown Point, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh, Saranac, Schroon Lake, and Willsboro)
2. 2023 – 2024 Final – Washington-Saratoga-Warren-Hamilton-Essex BOCES, \$152,764.88
  - Special Education-Vision Services (Schroon Lake)
  - Arts in Education (Schroon Lake)
  - Model Schools (CVES and Plattsburgh)
  - Learning Technology (Beekmantown, Schroon Lake, and Willsboro)
  - School Improvement (Boquet Valley, CVES, Northern Adirondack, Schroon Lake, and Ticonderoga)
3. 2023 – 2024 Final – Capital Region BOCES, \$4,397,497.73
  - Distance Learning (AuSable Valley, Beekmantown, Boquet Valley, Chazy, CVES, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh City, Saranac, Ticonderoga, and Willsboro)
  - Virtual Summer School (AuSable Valley, Moriah, Northeastern Clinton, and Plattsburgh)
  - Dream Consortium (CVES)

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

- Staff Development (AuSable Valley, Beekmantown, Boquet Valley, CVES, Northern Adirondack, Peru, and Ticonderoga)
- Instructional Technology (AuSable Valley, Beekmantown, Boquet Valley, Chazy, Crown Point, CVES, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh City, Putnam, Schroon Lake, and Ticonderoga)
- Model Schools (AuSable Valley)
- Computer Services (AuSable Valley, Beekmantown, Boquet Valley, Chazy, Crown Point, CVES, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh City, Putnam, Saranac, Schroon Lake, Ticonderoga, and Willsboro)
- Laserfiche (Peru)
- BOCES of NY Consortium (CVES)
- VoIP Telephone Services (AuSable Valley, Boquet Valley, Chazy, Crown Point, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh City, and Ticonderoga)
- Teacher Certification (AuSable Valley, Beekmantown, Boquet Valley, Chazy, Crown Point, CVES, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh City, Putnam, Saranac, Schroon Lake, Ticonderoga, and Willsboro)
- Asbestos Training (CVES)

## **ENC. 7**

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

1. School Library System Basic Operating Aid (Co-Ser 947) in the amount of \$102,123.00, for the period of July 1, 2024, through June 30, 2025. (S<sup>3</sup>)
2. School Library System Supplemental Operating Aid (Co-Ser 956) in the amount of \$49,800.00, for the period of July 1, 2024, through June 30, 2025. (S<sup>3</sup>)
3. School Library Categorical Aid for Automation (Co-Ser 949) in the amount of \$10,212.00, for the period of July 1, 2024, through June 30, 2025. (S<sup>3</sup>)
4. Healthcare Worker Bonus Fund, Special Aid Fund Project, in the amount of \$6,459, for the period of July 1, 2024, through June 30, 2025. This program is funded through the New York State Department of Health. (Mgmt. Services)

## **ENC. 8**

Recommend that the Board approve the following:

1. Recommended that the Board adopt the Policy Statement for Free and Reduced Price Meals or Free Milk in accordance with NYSED program requirements for the federally assisted National School Lunch Program School Breakfast Program, or Special Milk Program, for the 2024 – 2025 school year.

## **ENC. 9**

Recommend that the Board approve the following:

1. Appoint Julie Holbrook, Food Service Director, as the Reviewing and Verification Official for Free and Reduce Lunch Eligibility, effective August 21, 2024, through the July 2025 Reorganizational Meeting, with no additional compensation.
2. Appoint Dr. Eric Bell, Assistant Superintendent of Management Services, as the Hearing Official for Free and Reduced Lunch appeals, effective August 21, 2024, through the July 2025 Reorganizational Meeting, with no additional compensation.

## **ENC. 10**

1. Recommend that the Board Adopt: The Adult Breakfast cost of \$3.19 (includes sales tax) and Adult Lunch cost of \$5.66 (includes sales tax) for the 2024 – 2025 school year in our Special Education cafeterias. These prices are in compliance with the New York State Education Department. (Yandon-Dillon and WAF)
2. Recommend that the Board Adopt: The following costs for second meals for students in our Special Education cafeterias. A cost of \$2.95 for a Second Breakfast and \$4.60 for a Second Lunch. First meals are free for students under the Community Eligibility Provision (CEP). (Yandon-Dillon and WAF)

## **ENC. 11**

Recommend that the Board approve the following Special Education School-Age Summer School Resolution:

1. WHEREAS, the stated vision of Clinton-Essex-Warren-Washington (CEWW) BOCES is to “meet the needs and expectations of our component schools, the communities and all learners who are affected by our services,” and such vision is central to the desire of the Districts who wish to continue to have CEWW BOCES provide regional Special Education School-Age Summer School; and  
WHEREAS, CEWW BOCES provides Special Education School-Age Summer School services in a cost-effective manner, due to the ability of CEWW BOCES to offer and provide services to multiple Districts which are able to share costs; and

## **ENC. 11 (Continued)**

WHEREAS, the CEWW BOCES has received written notification from the following school districts indicating their commitment to participate in the 2025 Special Education School-Age Summer School and to pay the actual costs of operating the 2025 summer program, notwithstanding State Education Department tuition rates:

AuSable Valley, Beekmantown, Boquet Valley, Chazy Rural Central, Crown Point, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh City, Saranac, Schroon Lake, Ticonderoga, Willsboro;

IT IS THEREFORE RESOLVED, that after diligently analyzing written notices provided by component Districts via Board Resolution, committing to pay the actual costs of operating the 2025 summer program, notwithstanding State Education Department tuition rates, the CEWW Board of Cooperative Educational Services authorizes the CEWW BOCES Special Education Director to provide 2025 Special Education School-Age Summer School.

2. WHEREAS, the stated vision of CEWW BOCES is to “meet the needs and expectations of our component schools, the communities and all learners who are affected by our services,” and such vision is central to the desire of the Districts who wish to continue to have CEWW BOCES provide regional Special Education School-Age Summer School; and

WHEREAS, CEWW BOCES provides Special Education School-Age Summer School services in a cost-effective manner, due to the ability of CEWW BOCES to offer and provide services to multiple Districts which are able to share costs; and

IT IS THEREFORE RESOLVED, that if component Districts commit by Board Resolution to pay the actual costs of operating the 2025 summer program, notwithstanding State Education Department tuition rates, as indicated by written notice from those Districts, no later than August 1, 2024; CEWW BOCES will diligently analyze its ability to provide services in summer 2025, based in part, on the number of component participants and students; and

THEREFORE, BE IT FURTHER RESOLVED that if any provision of this RESOLUTION or any application of the RESOLUTION shall be found contrary to law, then such RESOLUTION or application shall not be deemed to be valid and subsisting, except to the extent permitted by law.

## **ENC. 12**

Recommend that the Board approve the following Special Education School-Age Summer School Resolution:

1. WHEREAS, the stated vision of Clinton-Essex-Warren-Washington (CEWW) BOCES is to “meet the needs and expectations of our non-component schools, the communities and all learners who are affected by our services,” and such vision is central to the desire of the Districts who wish to continue to have CEWW BOCES provide regional Special Education School-Age Summer School; and

WHEREAS, CEWW BOCES provides Special Education School-Age Summer School services in a cost-effective manner, due to the ability of CEWW BOCES to offer and provide services to multiple Districts which are able to share costs; and

WHEREAS, the CEWW BOCES has received written notification from the following school districts indicating their commitment to participate in the 2025 Special Education School-Age Summer School

## **ENC. 12 (Continued)**

and to pay the actual costs of operating the 2025 summer program, notwithstanding State Education Department tuition rates:

Saranac Lake

IT IS THEREFORE RESOLVED, that after diligently analyzing written notices provided by component Districts via Board Resolution, committing to pay the actual costs of operating the 2025 summer program, notwithstanding State Education Department tuition rates, the CEWW Board of Cooperative Educational Services authorizes the CEWW BOCES Special Education Director to provide 2025 Special Education School-Age Summer School.

2. WHEREAS, the stated vision of CEWW BOCES is to “meet the needs and expectations of our component schools, the communities and all learners who are affected by our services,” and such vision is central to the desire of the Districts who wish to continue to have CEWW BOCES provide regional Special Education School-Age Summer School; and

WHEREAS, CEWW BOCES provides Special Education School-Age Summer School services in a cost-effective manner, due to the ability of CEWW BOCES to offer and provide services to multiple Districts which are able to share costs; and

IT IS THEREFORE RESOLVED, that if component Districts commit by Board Resolution to pay the actual costs of operating the 2025 summer program, notwithstanding State Education Department tuition rates, as indicated by written notice from those Districts, no later than August 1, 2024; CEWW BOCES will diligently analyze its ability to provide services in summer 2025, based in part, on the number of component participants and students; and

THEREFORE, BE IT FURTHER RESOLVED that if any provision of this RESOLUTION or any application of the RESOLUTION shall be found contrary to law, then such RESOLUTION or application shall not be deemed to be valid and subsisting, except to the extent permitted by law.

## **ENC. 13**

Recommend that the Board approve the following Professional Services Agreements:

1. Professional Services Agreement between Clinton-Essex-Warren-Washington BOCES and Dr. David Hedden under which Dr. David Hedden will review all treatment plans, conduct evaluations, prescribe medications, and provide consultation for staff and family in a treatment team setting associated with the Day Treatment Program for the period of July 1, 2024, to June 30, 2025. The approximate cost of this contract is \$39,600. (Rise)
2. Professional Services Agreement between Clinton-Essex-Warren-Washington BOCES and Behavioral Health Services North, Inc. under which Behavioral Health Services North will manage the Adventure Based Counseling, Youth Development and Family Enrichment Program (ABC) for at-risk individuals and families associated with the Intensive Therapeutic Support Program (6:1:1) to commence on July 8, 2024, through June 30, 2025. The program entails weekly student sessions and family sessions over the course of the fiscal year. The approximate cost of this contract is \$34,500. (Rise)

### **ENC. 13 (Continued)**

3. Professional Services Agreement between Clinton-Essex-Warren-Washington BOCES and the New England Center for Children under which the New England Center for Children will provide clinical and educational consultation to six (6) classrooms through a combination of weekly remote consultation and on-site visits. The term of this contract is from August 1, 2024, through June 30, 2025. The total cost of this contract is \$63,200. (Rise)

### **ENC. 14**

Recommend that the Board rescind the following appointments that were approved at the June 12, 2024 board meeting:

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

Name: Ella Bojanic  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: September 3, 2024  
Tentative Tenure Date: September 3, 2028  
Certification Status: Teaching Assistant, Level 1  
Annualized Salary: \$29,750

2. Recommend that the Board appoint the following person(s) to a Temporary Appointment as follows for the 2024 –2025 school year:

Name: Kayla Marino  
Position: Special Education Teacher  
Effective Date: September 3, 2024- June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$50,500

3. Recommend that the Board approve the following Temp-on-call and substitute positions for the 2024 – 2025 school year:

<u>Name</u>	<u>Position</u>
Paul Ghenoiiu	Cleaner/Messenger

## **ENC. 15**

Recommend that the Board rescind the following appointments that were approved at the July 10, 2024 board meeting:

1. Recommend that the Board accept the following leave(s) of absence:  
Brandy Rosselli, Teaching Assistant, effective July 1, 2024 – June 30, 2025
2. Recommend that the Board renew the following Temporary appointments effective July 1, 2024, through June 30, 2025:

<u>Name</u>	<u>Position</u>
Brandy Rosselli	Special Education Teacher

3. Recommend that the Board renew the following Temporary appointments effective September 3, 2024, through June 30, 2025:

<u>Name</u>	<u>Position</u>
Lisa Whalen	Special Education Teacher

## **ENC. 16**

Recommend that the Board amend the following appointment that was approved at the May 8, 2024 Board Meeting:

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

Name: Brianna Hall  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: July 1, 2024  
Tentative Tenure Date: ~~July 1, 2027~~ July 1, 2028  
Certification Status: Teaching Assistant, Level 1  
Annualized Salary: \$29,750

## **ENC. 17**

Recommend that the Board amend the following appointment that was approved at the July 10, 2024 Board Meeting:

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

## **ENC. 17 (Continued)**

Occupational Therapist Occupational Therapist Assistant, Hourly rate of pay per contract  
Recore, Lisa

## **ENC. 18**

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

1. Kelly McCormick, ESY Teacher Aide/ Student Aide, effective July 15, 2024
2. Caroline Goodrow, Employment and Training Counselor, effective July 18, 2024
3. Tristan Rock, Teacher Aide/ Student Aide, effective July 21, 2024
4. Danielle Swart, Speech Language Pathologist, effective August 16, 2024
5. Jordan McGinness, School Lunch Manager, effective August 19, 2024
6. Jill Lobdell, Teacher Aide/ Student Aide, effective August 21, 2024
7. Joshua Pierce, Environmental Conservation and Forestry Teacher, effective September 1, 2024
8. Lisa Whalen, Special Education Teacher (temp), effective July 1, 2024, for the purpose of accepting a Teaching Assistant position
9. Heather Brawn, Account Clerk/Typist, effective August 1, 2024, for the purpose of accepting a Junior Accountant position
10. Derek Leavine, Accountant, effective August 26, 2024, for the purpose of accepting a Deputy School District Treasurer position
11. Shanna Rivers, Teacher Aide/ Student Aide, effective September 3, 2024, for the purpose of accepting a Teaching Assistant Position
12. Bridget Trombley, Teacher Aide/ Student Aide, effective September 3, 2024, for the purpose of accepting a Special Education Teacher Position
13. Dalton Castine, Adult Literacy Teacher, effective September 3, 2024, for the purpose of accepting a Special Education Teacher Position
14. Suezanne Chrisman, Teaching Assistant, effective September 3, 2024, for the purpose of accepting a Registered Behavior Technician position
15. Eric Cassavaugh, Teacher Aide/ Student Aide, effective September 3, 2024, for the purpose of accepting a Teaching Assistant position
16. Joshua Arthur, Custodial Worker, effective September 3, 2024, for the purpose of accepting a Cleaner/Messenger position
17. Mikayla Defayette, Teacher Aide/ Student Aide, effective September 3, 2024, for the purpose of accepting a Teaching Assistant position
18. Nicole Soden, Teacher Aide/ Student Aide, effective September 3, 2024, for the purpose of accepting a Teaching Assistant position
19. Kayla Mills, Teacher Aide/ Student Aide, effective September 3, 2024, for the purpose of accepting a Teaching Assistant position

## **ENC. 19**

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

1. Melissa Slagenweit, Teaching Assistant, unpaid leave of absence, effective July 1, 2024 – June 30, 2025

## **ENC. 20**

Recommend that the Board appoint the following person(s) to a Provisional Civil Service Hourly appointment for the 2024 – 2025 school year:

1. Elizabeth Christon, Claims Auditor, \$25/hour

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

## **ENC. 21**

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

1. Kylyn Miller, Network and Systems Technician, effective August 30, 2024
2. Chase Rabideau, Computer Specialist, effective September 5, 2024
3. Audrey Crucetti, Behavior Analyst, effective September 5, 2024
4. Denice Lindsay-French, Teacher Aide/ Student Aide, effective September 5, 2024
5. Dana Gilbo, Occupational Therapist, effective September 5, 2024
6. Cynthia Williams, Teacher Aide/ Student Aide, effective September 5, 2024

## **ENC. 22**

Recommend that the Board appoint the following person(s) to a Part-Time Appointment for the 2024 – 2025 school year:

1. Name: Susan Noyes  
Position: Art Teacher – 20%  
Effective Dates: September 3, 2024 – June 30, 2025  
Certification Status: Art, Permanent Certificate, Nursery Kindergarten & Grades 1-6, Permanent Certificate  
Annual Base Salary: \$53,100

## **ENC. 23**

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

1. Name: Lisa Whalen  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: July 1, 2024  
Tentative Tenure Date: July 1, 2028  
Certification Status: Teaching Assistant, Level III  
Annualized Salary: \$31,500
2. Name: Patricia Fortin (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
3. Name: Janet McCray (was temporary)  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: July 18, 2024  
Tentative Tenure Date: July 18, 2028  
Certification Status: Teaching Assistant, Level 1
4. Name: Kent Olsen (was temporary)  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: July 23, 2024  
Tentative Tenure Date: July 23, 2028  
Certification Status: Teaching Assistant, Level 1
5. Name: Alaina Weare (was temporary)  
Tenure Area: Technical Subjects/ Culinary Careers 7-12  
Position: Culinary Arts Teacher  
Effective Date: June 29, 2024  
Tentative Tenure Date: June 29, 2028  
Certification Status: Culinary Careers 7-12 Transitional A Certificate
6. Name: Ciarra Smith (was temporary)  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: August 1, 2024

## **ENC. 23 (Continued)**

Tentative Tenure Date: August 1, 2028  
Certification Status: Teaching Assistant, Level 1

7. Name: Rebekah Riley (was temporary)  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: August 8, 2024  
Tentative Tenure Date: August 8, 2028  
Certification Status: Teaching Assistant, Level 1
8. Name: Suzette Montville  
Tenure Area: Special Education Teacher  
Position: Special Education Teacher  
Effective Date: September 3, 2024  
Tentative Tenure Date: September 3, 2028  
Certification Status: Early Childhood Education (Birth- Grade 2) Professional Certificate, Childhood Education (Grades 1-6) Professional Certificate, Students with Disabilities (Grades 1-6) Professional Certificate  
Annualized Salary: \$52,500
9. Name: Jessie Palian  
Tenure Area: Speech Language Pathologist  
Position: Speech Language Pathologist  
Effective Date: September 3, 2024  
Tentative Tenure Date: September 3, 2028  
Certification Status: Speech and Hearing Handicapped Permanent Certificate  
Annualized Salary: \$70,000
10. Name: Joshua Prue  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: September 3, 2024  
Tentative Tenure Date: September 3, 2028  
Certification Status: Teaching Assistant, Level 1  
Annualized Salary: \$31,000
11. Name: Jillian Zieger  
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 (Grades 1-6) Transitional B Certificate, Childhood Education (Grades 1-6) Transitional B Certificate  
Annualized Salary: \$52,500

## **ENC. 23 (Continued)**

12. Name: Lia Hemingway  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: September 3, 2024  
Tentative Tenure Date: September 3, 2028  
Certification Status: Teaching Assistant, Level 1  
Annualized Salary: \$29,750
  
13. Name: Elizabeth Otto  
Tenure Area: Special Education Teacher  
Position: Pre-CTE Special Education Teacher  
Effective Date: September 23, 2024  
Tentative Tenure Date: September 23, 2028  
Certification Status: Students With Disabilities (All Grades) Initial Certificate, English Language Arts (Grades 5-9) Initial Certificate, English Language Arts 7-12 Initial Certificate  
Annualized Salary: \$55,000

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

## **ENC. 24**

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

1. Name: Ryan Bone (was provisional)  
Position: Junior Accountant  
Effective Date: July 8, 2024  
Tentative Permanent Date: September 7, 2024
  
2. Name: Devin LaPorte  
Position: Heating and Ventilating Mechanic  
Effective Date: August 1, 2024  
Tentative Permanent Date: August 1, 2025  
Annualized Salary: \$89,500
  
3. Name: Heather Brawn  
Position: Junior Accountant  
Effective Date: August 1, 2024  
Tentative Permanent Date: August 1, 2025

## **ENC. 24 (Continued)**

Annualized Salary: \$41,500

4. Name: Suezanne Chrisman  
Position: Registered Behavior Technician  
Effective Date: September 3, 2024  
Tentative Permanent Date: September 3, 2025  
Annualized Salary: \$36,000
5. Name: Madison Bokus  
Position: Teacher Aide/ Student Aide  
Effective Date: September 3, 2024  
Tentative Permanent Date: September 3, 2025  
Annualized Salary: \$21,686
6. Name: Charles Looby  
Position: Teacher Aide/ Student Aide  
Effective Date: September 3, 2024  
Tentative Permanent Date: September 3, 2025  
Annualized Salary: \$21,686
7. Name: Joshua Arthur  
Position: Cleaner/ Messenger  
Effective Date: September 3, 2024  
Tentative Permanent Date: September 3, 2025  
Annualized Salary: \$38,157
8. Name: Michael Mills  
Position: Teacher Aide/ Student Aide  
Effective Date: September 3, 2024  
Tentative Permanent Date: September 3, 2025  
Annualized Salary: \$21,686
9. Name: Patty Delisle  
Position: Teacher Aide/ Student Aide  
Effective Date: September 3, 2024  
Tentative Permanent Date: September 3, 2025  
Annualized Salary: \$24,000
10. Name: Hannah Booth  
Position: Registered Behavior Technician  
Effective Date: September 3, 2024  
Tentative Permanent Date: September 3, 2025  
Annualized Salary: \$36,000

## **ENC. 25**

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

1. Name: Thomas Houle  
Position: Health, Safety and Risk Management Specialist  
Effective Date: July 29, 2024  
Annualized Salary: \$80,000
2. Name: Miranda Sheffer  
Position: School District Treasurer  
Effective Date: July 29, 2024  
Annualized Salary: \$63,000
3. Name: Brian Delpozo  
Position: School Lunch Manager  
Effective Date: August 12, 2024  
Annualized Salary: \$47,000
4. Name: Christine Waters  
Position: Account Clerk/ Typist  
Effective Date: August 19, 2024  
Annualized Salary: \$31,775
5. Name: Derek Leavine  
Position: Deputy School District Treasurer  
Effective Date: August 26, 2024  
Annualized Salary: \$61,500

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

## **ENC. 26**

Recommend that the Board appoint the following person(s) to a Temporary appointment as follows for the 2024 – 2025 school year:

1. Name: Lesley Ramos  
Position: Dean of Students  
Effective Date: August 23, 2024 – June 30, 2025  
Certification Status: Spanish 7-12, Professional Certificate  
Annualized Salary: \$80,000

**ENC. 26 (Continued)**

2. Name: Eric Cassavaugh  
Position: Teaching Assistant  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$29,750
3. Name: Nancy St. Marie  
Position: Teaching Assistant  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$29,750
4. Name: Bridget Trombley  
Position: Special Education Teacher  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$50,500
5. Name: Shanna Rivers  
Position: Teaching Assistant  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$29,750
6. Name: Dalton Castine  
Position: Special Education Teacher  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Literacy & GED Preparation Instructor, Adult Education Extension  
Annualized Salary: \$58,709
7. Name: Wyatt Warren  
Position: Teaching Assistant  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$29,750
8. Name: Brian Womer  
Position: Teaching Assistant  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$29,750

## **ENC. 26 (Continued)**

9. Name: Nicole Soden  
Position: Teaching Assistant  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$29,750
10. Name: Hailey Reynolds  
Position: Teaching Assistant  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$29,750
11. Name: Jacob Cummings  
Position: Special Education Teacher  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$50,500
12. Name: Melissa Whitley  
Position: Special Education Teacher  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Childhood Education (Grades 1-6) Initial Certificate  
Annualized Salary: \$52,500
13. Name: Lynasia Rabideau  
Position: Teaching Assistant  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$29,750
14. Name: Mikayla Defayette  
Position: Teaching Assistant  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$29,750
15. Name: Kayla Mills  
Position: Teaching Assistant  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$29,750

## **ENC. 26 (Continued)**

16. Name: Katie Gadway  
Position: Business Management and Entrepreneurship Teacher  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$50,500
17. Name: Taylor Galarneau  
Position: Teaching Assistant  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Childhood Education (Grades 1-6) Emergency COVID-19  
Annualized Salary: \$32,000
18. Name: Tiffany Recor  
Position: Speech Language Pathologist  
Effective Date: September 3, 2024  
Certification Status: Uncertified  
Annualized Salary: \$64,000
19. Name: Megan McCullough  
Position: School Social Worker  
Effective Date: September 3, 2024  
Certification Status: Uncertified  
Annualized Salary: \$60,000
20. Name: Tammy Cringle  
Position: Teaching Assistant  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$29,750

## **ENC. 27**

Recommend that the Board renew the following Temporary appointments effective July 1, 2024 – June 30, 2025:

<u>Name</u>	<u>Position</u>
Melissa Slagenweit	Special Education Teacher

## **ENC. 28**

Recommend that the Board appoint the following person(s) to an hourly appointment for the 2024 – 2025 School Year:

1. Joan McGowan, Instructional Training Specialist, \$45/hour

## **ENC. 29**

Recommend that the Board approve the following Adult Education Course Instructors for the 2024 – 2025 school year:

Adult Education Health Careers, hourly rate of pay per contract  
Britany DuBrey

## **ENC. 30**

Recommend that the Board approve the following Temp-On-Call and Substitute positions for the 2024 – 2025 School Year:

<u>Name</u>	<u>Position</u>
Stephanie Demarais	Account Clerk/ Typist
Michael Defayette	Bus Driver
Stephanie Lumb	Bus Driver
Kim Mayer	Bus Driver
Suezanne Chrisman	Clerk
Karlea Luxon	Food Service Helper
Chelsea Sheriden	Teacher Aide/Student Aide
Madisyn Robinson	Teacher Aide/Student Aide
Kayla Myers	Teacher Aide/Student Aide
Karlea Luxon	Teacher Aide/Student Aide
Nichole Gamache	Teacher Aide/Student Aide
Yazmine Lawrence	Teacher Aide/Student Aide
Hunter Boadway	Teacher Aide/ Student Aide
Hadley Lucas	Teacher Aide/ Student Aide
Hailee Liberty	Teacher Aide/ Student Aide
Michael Bova	Teacher
Richard Brogowski	Teacher
Kathryn Tallman	Teacher
Gabrielle Weeden	Teacher
Elizabeth Parent	Teacher
Lori Ducharme	Teacher

### **ENC. 30 (Continued)**

Faye Dayton	Teacher
Emily Heiland	Teacher
Kasey MacDougal	Teacher
Michael Magee	Teacher
Elizabeth Parent	Teacher
Robert Thierry	Teacher
David Gardiner	Teacher
Brenda Speshock	Teacher
Kathryn Tallman	Teaching Assistant
Gabrielle Weeden	Teaching Assistant
Abigail Breyette	Teaching Assistant
Kayla Myers	Teaching Assistant
Rebecca Garrow	Teaching Assistant
Mike Bova	Teaching Assistant
Faye Dayton	Teaching Assistant
Emily Heiland	Teaching Assistant
Kasey MacDougal	Teaching Assistant
Michale Magee	Teaching Assistant
Robert Thierry	Teaching Assistant
Brenda Speshock	Teaching Assistant

### **ENC. 31**

Recommend that the Board approve the following Temporary Grant appointment from July 1, 2024 – December 30, 2024:

1. Ryan Pelkey, Work Study Student, not-to-exceed 160 hours at \$15/hour

### **ENC. 32**

Recommend that the Board approve the following Additional Work for the 2024 – 2025 School Year:

#### **Stipend Positions, Compensation per collective bargaining agreement**

Alyssa Morin	PBIS Coordinator, Mineville
Heather Agoney	PBIS Coordinator, Plattsburgh
Krystal Jaquish	Yearbook Advisor, RISE Mineville
Casandra Kellaway	Yearbook Advisor, RISE Plattsburgh
Anika Craig	National Technical Honor Society, Plattsburgh
Anika Craig	Veterinary Science
Anika Craig	FFA Advisor
Nicole Santaniello	Skills USA Lead Advisor, Plattsburgh & Mineville
Lisa Tallman	Yearbook Co-Advisor, CV-TEC

## ENC. 32 (Continued)

Melanie Faville  
Christopher Huchro  
Taylor Sprague

Yearbook Co-Advisor, CV-TEC  
Maple Sugaring Co-Advisor, Mineville  
Maple Sugaring Co-Advisor, Mineville

### Continuation of Normal Workday Duties, hourly rate of pay

Heidi Wells	Not-to-exceed 15 hours
Christopher Falvey	Not-to-exceed 18 hours
Jeffrey Parker	Not-to-exceed 18 hours
Audrey Crucetti	Not-to-exceed 18 hours
Kayla Laughlin	Not-to-exceed 18 hours

### Curriculum Development, hourly rate of pay per contract

Jennifer Haley (Morning Meeting Project)	Not-to-exceed 6 hours
Julie Adams (Morning Meeting Project)	Not-to-exceed 6 hours
Ashely Brown (Morning Meeting Project)	Not-to-exceed 6 hours
Krista Williams (Morning Meeting Project)	Not-to-exceed 6 hours
Maxwell Neimeier (Morning Meeting Project)	Not-to-exceed 6 hours
Jennifer Cowling (Morning Meeting Project)	Not-to-exceed 6 hours

### Trainings, hourly rate of pay per contract

Brianna Burnham (ESY Training Day)	Not-to-exceed 6 hours
Audrey Crucetti (ESY Training Day)	Not-to-exceed 6 hours
Kim Denton (ESY Training Day)	Not-to-exceed 6 hours
Kayla Laughlin (ESY Training Day)	Not-to-exceed 6 hours
Mandi Spofford (ESY Training Day)	Not-to-exceed 6 hours
Phillip Bean (ESY Training Day)	Not-to-exceed 6 hours
Eryn Marshall (ESY Training Day)	Not-to-exceed 6 hours
Lisa Recore (ESY Training Day)	Not-to-exceed 6 hours
Catherine Premore (ESY Training Day)	Not-to-exceed 6 hours
Reed Hofmann (ESY Training Day)	Not-to-exceed 6 hours
Katelyn Chrisitan (ESY Training Day)	Not-to-exceed 6 hours
Shanni Hicks-Wilson (ESY Training Day)	Not-to-exceed 6 hours
Danielle Swart (ESY Training Day)	Not-to-exceed 6 hours
Richard Beaudry (SREB Professional Dev.)	Not-to-exceed 10 hours
Kenny Allen (SREB Professional Dev.)	Not-to-exceed 10 hours
Angela DeFelice (Ignite Training)	Not-to-exceed 6 hours
Brandy Rivers (Ignite Training)	Not-to-exceed 6 hours
Carrie Stone (Ignite Training)	Not-to-exceed 6 hours
Heather Stranahan (Ignite Training)	Not-to-exceed 6 hours
Jerilyn Lamere (Ignite Training)	Not-to-exceed 6 hours
Maryssa Romeo (Ignite Training)	Not-to-exceed 6 hours
Myah Green (Ignite Training)	Not-to-exceed 6 hours
Shay Maggy (Ignite Training)	Not-to-exceed 6 hours
William Badger (Ignite Training)	Not-to-exceed 6 hours

## ENC. 32 (Continued)

Dalton Castine (Ignite Training)	Not-to-exceed 12 hours
Cheryl Spoor (Ignite Training)	Not-to-exceed 12 hours
Whitney Gagnier (Ignite Training)	Not-to-exceed 12 hours
Jacob Cummings (Ignite Training)	Not-to-exceed 4 hours
Jesse Ballard (New Teacher Workshop)	Not-to-exceed 6 hours
Dalton Castine (New Teacher Workshop)	Not-to-exceed 6 hours
Brittney Morse (TCIS Training)	Not-to-exceed 6.5 hours
Conner DeLavergne (TCIS Training)	Not-to-exceed 6.5 hours
Debra Rogers (TCIS Training)	Not-to-exceed 6.5 hours
Donna Caramia (TCIS Training)	Not-to-exceed 6.5 hours
Hannah Root (TCIS Training)	Not-to-exceed 6.5 hours
Karen Everleth (TCIS Training)	Not-to-exceed 6.5 hours
Sarah Agnew (TCIS Training)	Not-to-exceed 6.5 hours
Dawn Bordeau (TCIS Training)	Not-to-exceed 6.5 hours
Alexis Beyer (TCIS Training)	Not-to-exceed .5 hours
Mariellen Boyd (TCIS Training)	Not-to-exceed .5 hours
Suezanne Chrisman (TCIS Training)	Not-to-exceed .5 hours
Katelyn Christian (TCIS Training)	Not-to-exceed .5 hours
Audrey Crucetti (TCIS Training)	Not-to-exceed .5 hours
Julie Fillion (TCIS Training)	Not-to-exceed .5 hours
Kathleen Kotsogiannis (TCIS Training)	Not-to-exceed .5 hours
Cynthia LaBombard (TCIS Training)	Not-to-exceed .5 hours
Kayla Laughlin (TCIS Training)	Not-to-exceed .5 hours
Elizabeth Laundrie (TCIS Training)	Not-to-exceed .5 hours
Rebekah Riley (TCIS Training)	Not-to-exceed .5 hours
Elizabeth Theeman (TCIS Training)	Not-to-exceed .5 hours
Susan Tourville (TCIS Training)	Not-to-exceed .5 hours
Danielle Swart (TCIS Training)	Not-to-exceed .5 hours

### Program Development, hourly rate of pay per contract

Lisa Briscoe (Creation of OT/PT goals video)	Not-to-exceed 5 hours
Catherine Premore (Creation of OT/PT goals video)	Not-to-exceed 5 hours
Elizabeth Theeman (Creation of OT/PT goals video)	Not-to-exceed 5 hours
Krista Williams	Not-to-exceed 10 hours
Kent Olsen	Not-to-exceed 10 hours
Maryssa Romeo	Not-to-exceed 10 hours
Jacob Cummings	Not-to-exceed 10 hours

### Committee Work, hourly rate of pay per contract

Christopher Huchro (Interview Committee Team)	Not-to-exceed 6 hours
Dr. Todd Menia (Interview Committee Team)	Not-to-exceed 6 hours

### Classroom Moves, hourly rate of pay per contract

Bethany Katzfey	Not-to-exceed 12 hours
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## ENC. 32 (Continued)

Heather VanAlphen	Not-to-exceed 12 hours
Joelle Lucia	Not-to-exceed 12 hours
Krista Williams	Not-to-exceed 12 hours
Maxwell Neimeier	Not-to-exceed 12 hours
Savanna-Lin Frederick	Not-to-exceed 12 hours
Amy LaDue	Not-to-exceed 6 hours
Britteny Morse	Not-to-exceed 6 hours
James Lavoie	Not-to-exceed 6 hours
Jessica Willette	Not-to-exceed 6 hours
Kent Olsen	Not-to-exceed 6 hours
Maryssa Romeo	Not-to-exceed 6 hours
Michelle Mosher	Not-to-exceed 6 hours
Susan Tourville	Not-to-exceed 6 hours
Tammy Ann Smith	Not-to-exceed 6 hours
Whitney Gagnier	Not-to-exceed 12 hours
Robert Holt	Not-to-exceed 12 hours
Sarah Ryan	Not-to-exceed 12 hours
Kiera Jo Simpson	Not-to-exceed 12 hours
Heather Bailey	Not-to-exceed 12 hours
Dale Bracy	Not-to-exceed 25 hours
Jaimie Plumadore	Not-to-exceed 12 hours

### Trainings, \$31/hr

Brian Womer (New CTE Teacher Training)	Not-to-exceed 14 hours
Wyatt Warren (New CTE Teacher Training)	Not-to-exceed 14 hours
Katie Gadway (New CTE Teacher Training)	Not-to-exceed 14 hours
Nancy St.Marie (Ignite Training)	Not-to-exceed 6 hours
Eric Cassavaugh (Ignite Training)	Not-to-exceed 6 hours
Hailey Reynolds (Ignite Training)	Not-to-exceed 6 hours
Joshua Prue (Ignite Training)	Not-to-exceed 6 hours
Nicole Soden (Ignite Training)	Not-to-exceed 6 hours
Shanna Rivers (Ignite Training)	Not-to-exceed 6 hours
Taylor Galarneau (Ignite Training)	Not-to-exceed 6 hours
Mikayla Defayette (Ignite Training)	Not-to-exceed 6 hours
Tammy Cringle (Ignite Training)	Not-to-exceed 6 hours
Lynasia Rabideau (Ignite Training)	Not-to-exceed 6 hours
Joshua Prue (Ignite Training)	Not-to-exceed 6 hours
Suzette Montville (Ignite Training)	Not-to-exceed 12 hours
Melissa Whitley (Ignite Training)	Not-to-exceed 12 hours
Bridget Trombley (Ignite Training)	Not-to-exceed 12 hours
Bridget Trombley (New Teacher Workshop)	Not-to-exceed 6 hours
Suzette Montville (New Teacher Workshop)	Not-to-exceed 6 hours
Melissa Whitley (New Teacher Workshop)	Not-to-exceed 6 hours
Mikayla Defayette (TCIS Training)	Not-to-exceed 6.5 hours

## **ENC. 32 (Continued)**

Classroom Moves, \$31/hr

Abigail Breyette

Eric Cassavaugh

Katie Gadway

Dawn Abar

Not-to-exceed 12 hours

Not-to-exceed 6 hours

Not-to-exceed 14 hours

Not-to-exceed 6 hours

## **ENC. 33**

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

Cook Manager, hourly rate of pay per contract

Dale Bracy

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

Sarah Ryan

Celia Briggs

Teaching Assistant, hourly rate of pay per contract

Kiera Jo Simpson

Brianna Hall

Kendra Snide

Teacher, \$43/hr

Avery Durgan

Teaching Assistant, \$29/hr

Isabelle Lebrun

Teacher Aide/ Student Aide, \$17/hr

Hunter Boadway

Charles Looby

## **ENC. 34**

The 2023 – 2024 Reserve Plan Summary, updated May 1, 2024 (attached), was shared with the Board for informational purposes only.

### **ENC. 35**

Recommend that the Board approve the following resolution:

1. Ratify the Employment Agreement by and between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and Dr. Hollis Palmer effective July 1, 2024 – June 30, 2025 (attached)

### **ENC. 36**

Recommend that the Board approve the following resolution:

1. Ratify the Employment Agreement by and between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and Miranda Sheffer, School District Treasurer, effective July 29, 2024 – June 30, 2028 (attached)

### **ENC. 37**

Recommend that the Board approve the following Memorandum of Agreement:

1. Recommend that the Board approve the following Memorandum of Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services the Champlain Valley Educational Services 12-Month Support Staff regarding adding the title of Deputy School District Treasurer.(attached)

### **ENC. 38**

Recommend that the Board approve the following Memorandum of Agreement:

1. Recommend that the Board approve the following Memorandum of Agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services the Champlain Valley Educational Services United Professionals regarding adding the title of Dean of Students. (attached)

### **ENC. 39**

Recommend that the Board approve the following request(s) for approval of attendance to conference / workshop for the following Board member(s):

1. Leisa Boise, Dina Garvey, Richard Harriman, Sr., Donna LaRocque, Ed Marin, Emily Phillips, Lori Saunders, Michael St. Pierre & Donna Wotton  
2024 NYSSBA Area 6 Dinner  
September 5, 2024 Malone Golf Club, Malone, NY

## **ENC. 40**

### **Revised Policy – First Reading**

#### **1. #3023 Organizational Chart**

## **ENC. 41**

Recommend that the Board waive the first reading and adopt the following Revised Policies:

#8160 CVES District-Wide School Safety Plan

#8160.1 Special Ed/CV-TEC Building Level Emergency Response Plan

#8160.3 Yandon-Dillon Building Level Emergency Response Plan

#8160.4 Satellite Campus Building Level Emergency Response Plan

## **ENC. 42**

Board Reports (attached)

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

DATE: July 10, 2024  
KIND OF MEETING: Regular Board Meeting  
PLACE: CVES Learning Hub Conference Center, Plattsburgh, NY

Board Members Present:

Leisa Boise  
Bob Bourgeois  
Kathy Comins-Hunter  
Dina Garvey  
Patricia Gero  
Richard Harriman, Sr.  
Donna LaRocque  
Ed Marin  
Bruce Murdock  
Lori Saunders  
Michael St. Pierre  
Eddie Webbinaro  
Donna Wotton

Board Members Absent:

Emily Phillips  
Emily Reynolds Bergh

Others Present:

Dr. Eric Bell  
Christine Myers

Executive Officer:

Dr. Mark Davey

Board Clerk:

Katelyn Smart

MEETING  
TO ORDER

District Superintendent Dr. Mark Davey called the meeting to order at 6:04 pm.

OATH OF OFFICE

Re-elected Board members Mr. Richard Harriman Sr., Mrs. Patricia Gero, and Ms. Donna Wotton took their Oaths of Office in front of the Board. District Superintendent Dr. Mark Davey also took his Oath of Office in front of the Board.

2024 – 2025 BOARD  
PRESIDENT

Mr. Murdock moved, seconded by Mr. Marin, to nominate Mr. Michael St. Pierre as President of the CVES Board for 2024 – 2025. There being no other nominations, Mr. Murdock moved, seconded by Mr. Marin, to close the nominations. All Board Members present voted yes – motion carried. Mr. St. Pierre was elected Board President for 2024 – 2025 and will sign and file his Oath of Office.

2024 – 2025 BOARD  
VICE PRESIDENT

Mr. Murdock moved, seconded by Mrs. Comins-Hunter, to nominate Mr. Ed Marin as Vice President of the CVES Board for 2024 – 2025. There being no other nominations, Mr. Murdock moved, seconded by Mrs. Comins-Hunter, to close the nominations. All Board Members present voted yes—motion carried. Mr. Marin was elected Board Vice President for 2024 – 2025 and will sign and file the Oath of Office.

2024 – 2025 BOARD  
DEPUTY VICE  
PRESIDENT

Mrs. Saunders moved, seconded by Mrs. Boise, to nominate Mr. Bruce Murdock as Deputy Vice President of the CVES Board for 2024 – 2025. There being no other nominations, Mrs. Saunders moved, seconded by Mrs. Boise to close the nominations.

All Board Members present voted yes—motion carried. Mr. Murdock was elected Board Deputy Vice President for 2024 – 2025 and will sign and file his Oath of Office.

**EXECUTIVE  
SESSION**

Mrs. Boise. moved, seconded by Mrs. Comins-Hunter, that the Board go into Executive Session at 6:13 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); #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 publicity would substantially affect the value thereof.

In Executive Session, Mrs. Jacqueline Kelleher, Esq., CVES' attorney from Stafford, Owens, Murnane, Kelleher, Miller, Myer & Zedick, PLLC. was invited to attend to provide legal advice on various matters. First, the Board reviewed the District Superintendent's recommended tenth contract amendment update, which was developed and finalized by President St. Pierre with Mrs. Jacqueline Kelleher, Esq. The DS contract amendment provides a one-year extension through June 30, 2027. Second, Dr. Davey was invited to rejoin the Executive Session. Dr. Davey, Mrs. Kelleher, Esq., and the Board discussed potential CVES organizational structure update options. Third, Dr. Bell was invited to join the Executive Session by Dr. Davey to assist in the discussion of several additional confidential updates. These updates included the Phase 2 Capital Project, CTE Center Expansion, and additional property-related considerations. Fourth, a Labor Relations update was provided on several personnel matters, individual contracts, and potential Memorandums of Agreement were discussed.

Ed Marin exited the meeting at 7:30 pm

Mr. Murdock moved, seconded by Mrs. Boise that the Board come out of Executive Session at 7:43 pm. All Board Members present voted yes—motion carried.

Dina Garvey exited the meeting at 7:45 pm

**CONSENT AGENDA  
RE-  
ORGANIZATIONAL**

Mrs. LaRocque. moved, seconded by Mrs. Comins-Hunter to approve the following consent agenda Re-Organizational items presented. All Board Members present voted yes—motion carried.

**APPOINTMENT OF  
BOARD CLERK**

Appoint Katelyn Smart to the position of Board Clerk, effective July 10, 2024 through the July 2025 Reorganization Meeting, per terms and conditions of Salary & Benefit Agreement. The Board Clerk will sign and file the Oath of Office.

**APPOINTMENT OF  
DEPUTY BOARD  
CLERK**

Appoint Julie Jolicoeur to the position of Deputy Board Clerk, as needed, effective July 10, 2024, through the July 2025 Reorganization Meeting, with an additional

compensation of \$44.49/hr for hours worked beyond the contractual workday. The Deputy Board Clerk will sign the Oath of Office and file with the Board Clerk.

APPOINTMENT OF  
TREASURER

Appoint Christine Myers to the position of Treasurer of the Board, effective July 10, 2024 through the July 2025 Reorganization Meeting, per terms and conditions of Employment Agreement. The Treasurer will sign the Oath of Office and file with the Board Clerk.

APPOINTMENT OF  
DEPUTY  
TREASURER

Appoint Derek Leavine to the position of Deputy Treasurer of the Board, as needed, effective July 10, 2024, through the July 2025 Reorganization Meeting, with no additional compensation. The Deputy Treasurer will sign the Oath of Office and file with the Board Clerk.

APPOINTMENT OF  
CLAIMS AUDITOR

Appoint Angela Jennette to the position of Claims Auditor, effective July 10, 2024, through the July 2025 Reorganization Meeting, with an additional compensation of \$36.00/hour for hours worked beyond the contractual workday. The Claims Auditor will sign the Oath of Office and file with the Board Clerk.

APPOINTMENT OF  
DEPUTY CLAIMS  
AUDITOR

Appoint Deborah Sears to the position of Deputy Claims Auditor, effective July 10, 2024, through the July 2025 Reorganization Meeting, with an additional compensation of \$30.00/hour for hours worked beyond the contractual workday. The Deputy Claims Auditor will sign the Oath of Office and file with the Board Clerk.

APPOINTMENT OF  
PAYROLL AUDITOR

Appoint Jessie Moulton to the position of Payroll Auditor, effective July 10, 2024, through the July 2025 Reorganization Meeting, with an additional compensation of \$50.00/hour for hours worked beyond the contractual workday. The Payroll Auditor will sign the Oath of Office and file with the Board Clerk.

APPOINTMENT OF  
PURCHASING  
AGENT

Appoint Stephanie Trombly to the position of Purchasing Agent, effective July 10, 2024, through the July 2025 Reorganization Meeting, with no additional compensation. The Purchasing Agent will sign the Oath of Office and file with the Board Clerk.

APPOINTMENT OF  
ALTERNATE  
PURCHASING  
AGENT

Appoint Hayden Reidy to the position of Alternate Purchasing Agent, as needed, effective July 10, 2024, to the July 2025 reorganization meeting, with no additional compensation. The Alternative Purchasing Agent shall have all powers and duties of the Purchasing Agent in the event the Purchasing Agent is unavailable, as determined by the District Superintendent or his designee. The Alternate Purchasing Agent will sign the Oath of Office and file with the Board Clerk.

APPOINTMENT OF  
CENTRAL  
TREASURER-  
EXTRAClassroom  
Activity Fund

Appoint Colby Siskavich to the position of Central Treasurer-Extraclassroom Activity Fund, effective July 10, 2024, through the July 2025 Reorganization Meeting, with no additional compensation.

APPOINTMENT OF  
EXTRACLASSROOM  
FACULTY ADVISOR

Appoint Hayden Reidy as the Extraclassroom Faculty Auditor, effective July 10, 2024, through the July 2025 Reorganization Meeting, with no additional compensation.

APPOINTMENT OF  
RECORDS ACCESS  
OFFICER

Appoint Katelyn Smart to the position of Records Access Officer, effective July 10, 2024, through the July 2025 Reorganization Meeting, with no additional compensation.

APPOINTMENT OF  
RECORDS ACCESS  
APPEALS OFFICER

Appoint Dr. Mark Davey to the position of Records Access Appeals Officer, effective July 10, 2024, through the July 2025 Reorganization Meeting, with no additional compensation.

APPOINTMENT OF  
RECORDS  
MANAGEMENT  
OFFICER

Appoint Hayden Reidy to the position of Records Management Officer, effective July 10, 2024, through the July 2025 Reorganization Meeting, with no additional compensation.

APPOINTMENT OF  
ASBESTOS  
DESIGNEE

Appoint Thomas Smith as the Asbestos Designee, effective July 10, 2024, through the July 2025 Reorganization Meeting, with no additional compensation.

APPOINTMENT OF  
CIVIL RIGHTS  
OFFICERS

Appoint Matthew Walentuk and Susanne Ford-Croghan as CVES Civil Rights Compliance Officers, effective July 10, 2024, through the July 2025 Reorganization Meeting, with no additional compensation.

APPOINTMENT OF  
TITLE IX  
COORDINATORS &  
DECISION MAKER

Appoint Matthew Walentuk and Susanne Ford-Croghan as CVES Title IX Coordinators and appoint Amy Campbell as the CVES Decisionmaker under the Title IX Policy.

APPOINTMENT OF  
SECTION 504  
OFFICER

Appoint Dr. Matthew Slattery as CVES Section 504 Compliance Officer effective July 10, 2024, through the July 2025 Reorganization Meeting, with no additional compensation.

APPOINTMENT OF  
MEDICAID  
COMPLIANCE  
OFFICER

Appoint Dr. Matthew Slattery as Medicaid Compliance Officer effective July 10, 2024, through the July 2025 Reorganization Meeting, with no additional compensation.

APPOINTMENT OF  
DATA PROTECTION  
OFFICER

Appoint Matt Palkovic, Network Administrator, as Data Protection Officer, effective July 10, 2024, through the July 2025 Reorganization meeting, with no additional compensation.

APPOINTMENT OF  
MCKINNEY-VENTO  
LIAISON

Appoint Dr. Matthew Slattery as McKinney-Vento Liaison effective July 10, 2024, through the July 2025 Reorganization Meeting, with no additional compensation.

**DESIGNATING  
OFFICIAL BANK  
DEPOSITORIES**

1. Designate TD Bank, New York Cooperative Liquid Assets Security System (NYCLASS) and Glens Falls National as the official depositories for CVES operating accounts for the 2024 – 2025 school year.
2. Designate the following banks as official depositories for temporary investments, as authorized by Board Policy, for the 2024 – 2025 school year: TD Bank, New York Cooperative Liquid Assets Security System (NYCLASS), Community Bank, Glens Falls National Bank & Trust Co., National Bank and Trust (NBT), KeyBank, Champlain National Bank and Adirondack Bank.

**DESIGNATING  
OFFICIAL  
INSURANCE  
PROVIDERS**

Designate the following as official insurance providers for the 2024 – 2025 school year:

1. New York Schools Insurance Reciprocal
2. Travelers Insurance Group
3. Philadelphia Insurance Companies

**DESIGNATING  
OFFICIAL LAW  
FIRMS**

Designate the following as official law firms to provide legal services for the 2024 – 2025 school year:

1. Stafford, Owens, Murnane, Kelleher, Miller, Meyer & Zedick
2. Honeywell Law Firm, PLLC
3. Ferrara Fiorenza, PC
4. Bartlett, Pontiff, Stewart & Rhodes, PC

**AUTHORIZATION  
OF SIGNATURES ON  
CHECKS**

Authorize the Assistant Superintendent of Management Services, District Treasurer, and the Deputy Treasurer to sign checks.

**AUTHORIZATION  
TO CERTIFY  
PAYROLLS**

Authorize the Assistant Superintendent of Management Services as Certifier of Payroll at no additional compensation and appoint the Assistant Superintendent for Educational Services as Certifier of Payroll, as needed, effective July 10, 2024, through the July 2025 Reorganization Meeting, with no additional compensation.

**AUTHORIZATION  
TO APPROVE  
ATTENDANCE AT  
CONFERENCES,  
CONVENTIONS,  
AND WORKSHOPS**

Authorize the District Superintendent to approve attendance at conferences, conventions, and workshops, including associated expenses based on CVES policy #6830.

**AUTHORIZATION  
TO APPLY FOR  
GRANTS AND AID**

Authorize the District Superintendent to apply for grants and aid.

**EXTRACLASSROOM  
ACTIVITY FUND**

**Extraclassroom Activity Fund**

It is recommended that the following people be appointed to monitor the Extraclassroom Activity Fund, effective July 10, 2024, through July 2025 Reorganization Meeting, with no additional compensation:

Chief Faculty Advisors – Adam Facteau for the Plattsburgh Campus, Mark Brown for the CVES Learning Hub, Tina Mitchell for the Mineville Campus, and Michele Friedman back up for all campuses.

(This is the fund which accounts for the monies raised by students through their projects. There is a need to have staff involved with the management of this fund.)

**AUTHORIZATION  
OF INDIVIDUALS  
TO COLLECT  
MONEY**

Authorize the following individuals to collect money at all CVES locations for the 2024 – 2025 school year:

**CV-TEC – All Campuses**

Kathy Mallette – Adult Education Tuitions and CV-TEC programs – Plattsburgh Campus

Janet Miller – Adult Education Tuitions and CV-TEC programs – Plattsburgh Campus

LeeAnn Bishop – Adult Education Tuitions and CV-TEC programs – Plattsburgh Campus

Nicole Osika – Adult Education Tuitions and CV-TEC programs – Plattsburgh Campus

Chirag Patel – Adult Education Tuitions and CV-TEC programs – Plattsburgh Campus

Erin Meyer – Animal Science/Veterinary Assistant Program Activities – Plattsburgh Campus

Madison Peryea – Animal Science/Large Animal Production Program Activities – Plattsburgh Campus

Kimberly Lincoln – Cosmetology Program Activities – Plattsburgh Campus

Kylee Gonyea – Cosmetology Program Activities – Mineville Campus

Tyler Puchrik & Alaina Weare – Culinary Arts Management Program Activities – Plattsburgh Campus

Joshua Pierce – Environmental Conservation/Forestry Program Activities – Plattsburgh Campus

Deborah Misik, PreCTE Food Service Program Activities – Plattsburgh Campus

Nicole Gillespie, PreCTE Food Service Program Activities – Plattsburgh Campus

Kelly Gowett – Health Career Program Activities – Plattsburgh Campus

Marcie Frasier – Adult Education Tuitions and other CV-TEC programs – Mineville Campus

**Rise Center for Success – Plattsburgh and Mineville Campus**

Angie Lecuyer – Program Activities – Plattsburgh Campus

Karen Davis – Program Activities – Plattsburgh Campus

Tonya Robinson – Work Experience Program Activities – Plattsburgh Campus

Karen Yeager – Work Experience Program Activities – Plattsburgh Campus

Marcie Frasier – Program Activities – Mineville Campus

**School Support Services (S<sup>3</sup>)**

Angela Jennette – Participant fees and other S<sup>3</sup> services – CVES Learning Hub

April Miner – Participant fees and other S<sup>3</sup> services – CVES Learning Hub

Tina Trombley – Participant fees and other S<sup>3</sup> services – CVES Learning Hub

**Management Services**

Deanna Akin – Bank deposits and general collections – CVES Learning Hub

Derek Leavine – Bank deposits and general collections – CVES Learning Hub

**Cafeteria**

Meagan Whitman – Cafeteria Sales – Mineville Campus

Julie Holbrook – Cafeteria Sales – Mineville & Plattsburgh Campuses

Zachary Zarling – Cafeteria Sales – Mineville & Plattsburgh Campuses

Dale Bracy – Cafeteria Sales - Plattsburgh Campus

**DIGNITY ACT  
COORDINATORS**

Approve the following Dignity Act Coordinators for the 2024 – 2025 School year:

Adam Facteau – Plattsburgh Main Campus, John W. Harold Building

Mark Brown – CVES Learning Hub Campus

Tina Mitchell – Mineville Campus

Michelle Lawrence – Plattsburgh Campus, William A. Fritz Building

**WORKPLACE  
VIOLENCE  
PREVENTION  
COORDINATORS**

Approve the following individual(s) as Workplace Violence Prevention Coordinators for 2024 – 2025 School Year:

1. Tom Smith, Health Safety & Risk Management Specialist
2. Joseph Coakley, Director of Labor Relations

**CVES PHASE 2  
CAPITAL PROJECT  
AND CVES  
EXPANSION  
UPDATE  
PRESENTATION**

Dr. Davey and Dr. Bell began the PowerPoint presentation on our Phase 2 Capital Project and CTE Center Expansion updates. Dr. Bell spoke about the new PA Systems' impact on safety on all campuses. Dr. Bell then provided a Phase 2 scope of the Project recap, and he showed the progress on the former hangar doors on the CVES Learning Hub Conference Center. Dr. Davey explained what the project will look like once complete.

Next, Dr. Bell shared that the primary work at the Plattsburgh Main Campus to be completed is replacing unit ventilators; this work is scheduled to begin in August of this year as per the shipping arrival timeline. Currently, new windows are being installed throughout the Rise Center and CV-TEC in Plattsburgh.

Dr. Bell, Dr. Davey, and the Board then reviewed the proposed recommended Change Order for the installation of new cameras. The recommendation is to replace the older cameras we have with an updated system, as well as increase the number of cameras throughout each campus.

Next, Dr. Davey shared a timeline on the new CTE Center, the programmatic impact on the Plattsburgh Main Campus for the Rise Center for Success, and its planned programmatic expansion. These improved programming offerings will assist CVES in meeting the expanded Special Education needs and requests of our component districts. Additionally, Dr. Bell provided an update on the submission of the new CTE Center Lease, which has been submitted to NYSED today. SED has confirmed that they received the signed 20-year lease and Sketch Plans. Renderings will be available to view by the Board at the August CVES Board meeting. We are also planning to host new CTE Center Expansion Presentations for the Boards of Education from our component districts. It is planned to host information meetings in late August in Plattsburgh and in Mineville. At that time, our attendees will be able to view the renderings in both the Plattsburgh and Mineville areas. The presentation concluded with questions from the Board members and other attendees at the sessions. Dr. Davey and Dr. Bell concluded the presentation with a Q & A opportunity and sharing their thanks for the CVES Board's ongoing support for our Capital Projects and CTE Expansion Project.

#### DS UPDATE

Dr. Davey opened his District Superintendent's Update by congratulating all the CVES Class of 2024 graduates from our Mineville Campus and our Plattsburgh Campuses. This included all our Class of 2024 graduates from both campuses for the Rise Center for Success and CV-TEC. Dr. Davey thanked the Board members who were able to attend the ceremonies.

Second, Dr. Davey shared an update on CVES' 2024 ESY (Extended School Year) Special Education Summer School being in different locations. He thanked our staff and administrators for being flexible and working hard to get our ESY programming ready. Dr. Davey also thanked the Plattsburgh City SD (Momot Elementary) and Moriah CSD (Moriah Elementary School) for hosting our ESY Summer Schools. He also thanked them for allowing CVES to utilize their classrooms this summer while CVES campuses are under construction. Looking ahead to the 2024 – 2025 school year, Dr. Davey noted his appreciation for Boquet Valley CSD and Plattsburgh City SD for their continuing partnerships with allowing us to utilize classroom space for the coming school year.

Third, Dr. Davey shared that while our school year is over, our summer plans for training and professional development are significant. We have many staff members signed up to participate in our numerous Professional Development offerings throughout the summer as well as conferences.

Fourth, the planning for CVES's 75th Anniversary is ongoing. The theme for our 75<sup>th</sup> Anniversary Gala and Celebration on Thursday, October 17<sup>th</sup>, 2024 will be "*Diamonds and Denim.*" CVES will host an afternoon Media event and a daytime walk-through for staff members to attend. Dr. Davey also shared that the theme for the 2024 – 2025 school year is "*75 Years of CVES Success and Excellence.*"

Fifth, Dr. Davey provided a Strategic Planning Update and more information on the work underway to develop a Foundation to support CVES. Dr. Davey also reminded

the Board members about the October 4<sup>th</sup> workshop at CVES for component District Superintendents and their Board of Education Presidents which has been developed with NYSSBA. A “*Save the Date*” flyer will be shared with the CSOs with registration available soon.

Last, Dr. Davey thanked Dr. Eric Bell and Mr. Haiden Reidy for their leadership and work on behalf of CVES for the submission of the \$3 million grant Empire State Development (ESD) Workforce Development Grant application to support our new CTE Center.

PREVIOUS  
MINUTES

Mr. Murdock moved, seconded by Mrs. LaRocque to approve the minutes of the June 12, 2024, meeting as presented. All Board Members present voted yes—motion carried.

CONSENT AGENDA  
FINANCIAL

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

CERTIFICATION OF  
WARRANT

Approve the Certification of Warrant for June 4, 2024 to June 26, 2024. (attached)

TREASURER’S  
REPORT

Approve the Treasurer’s Report for May 31, 2024. (attached)

EXTRAClassroom  
TREASURER’S  
REPORT

Approve the Extraclassroom Treasurer’s Report for May 31, 2024. (attached)

DONATIONS

Approve the donation of a 2005 Ford F-550 and a 2006 Ford F-550 by the Essex County Department of Public Works. The items donated will be utilized for the Automotive Technology and Natural Resources Management Programs at Yandon-Dillon within the CV-TEC divisions.

PETTY CASH  
FUNDS

Approve the following petty cash funds and bursars for the 2024 – 2025 school year (each fund will maintain an amount of \$100/each):

Rise – CVES Plattsburgh Campus – Karen Davis  
School Support Services – CVES Learning Hub – April Miner  
Rise/CV-TEC – CVES Mineville Campus – Marcie Frasier  
CV-TEC – CVES Learning Hub – Kathy Mallette  
Management Services – CVES Learning Hub – Christine Myers  
CV-TEC – CVES Plattsburgh Campus – Janet Miller

CHANGE FUNDS

Approve the following change funds and custodians of the funds for the 2024 – 2025 school year:

Rise Center for Success:  
Work Experience (Plattsburgh), Tonya Robinson – \$25.00

Short-term Classroom Program Activities (Plattsburgh), Karen Davis – \$25.00

CV-TEC:

Cosmetology II (Plattsburgh), Lisa Banker – \$100

Cosmetology (Mineville), Kylee Gonyea – \$200

Culinary Arts & Hospitality Resort Services (Plattsburgh), Alaina Weare – \$200  
(\$100 per register)

Conservation (Plattsburgh), Joshua Pierce – \$50

Student Tuitions and Fees (Plattsburgh), Chirag Patel – \$100

Cafeteria:

Mineville Campus – Meagan Whitman – \$50

Plattsburgh Campus – Dale Bracy – \$50

**SPECIAL AID  
FUND PROJECT  
CONTINUATIONS**

Approve the following Special Aid Fund Project Continuations:

1. Strengthening Career and Technical Education for the 21st Century Act (PERKINS V) Special Aid Fund be allowed to continue providing services for the period July 1 – September 29, 2024. Expenditures are not allowed to exceed \$51,649 (CV-TEC)
2. Employment Preparation Education Program (EPE) Special Aid Fund be allowed to continue providing services for the period July 1 – September 30, 2024. Expenditures are not allowed to exceed \$73,160. (CV-TEC)
3. Workforce Innovation and Opportunity Act Title II & Welfare Education Program Adult Basic Education & Literacy Services (ABE) Special Aid Fund be allowed to continue providing services for the period July 1 – September 30, 2024. Expenditures are not allowed to exceed \$18,166. (CV-TEC)
4. Workforce Innovation and Opportunity Act Title II & Welfare Education Program – Corrections (Essex) Special Aid Fund be allowed to continue providing services for the period July 1 – September 30, 2024. Expenditures are not to exceed \$51,568. (CV-TEC)
5. Workforce Innovation and Opportunity Act Title II & Welfare Education Program – Corrections (Clinton) Special Aid Fund be allowed to continue providing services for the period July 1 – September 30, 2024. Expenditures are not to exceed \$49,391. (CV-TEC)
6. Workforce Innovation and Opportunity Act Title II & Welfare Education Program – Literacy Zone (Elizabethtown) Special Aid Fund be allowed to continue providing services for the period July 1 – September 30, 2024. Expenditures are not to exceed \$34,196. (CV-TEC)
7. Workforce Innovation and Opportunity Act Title II & Welfare Education Program – Literacy Zone (Plattsburgh) Special Aid Fund be allowed to continue providing

services for the period July 1 – September 30, 2024. Expenditures are not to exceed \$36,576. (CV-TEC)

8. Workforce Innovation and Opportunity Act Title I Program, Special Aid Fund be allowed to continue providing services for the period July 1 – September 30, 2024. Expenditures are not to exceed \$143,563. (CV-TEC)
9. School Library System Basic Operating Aid (F947) Special Aid Fund be allowed to continue providing services for the period July 1 – September 30, 2024. Expenditures are not allowed to exceed \$24,063. (S<sup>3</sup>)
10. School Library System Categorical Aid for Automation (F949) Special Aid Fund be allowed to continue providing services for the period July 1 – September 30, 2024. Expenditures are not allowed to exceed \$2,256. (S<sup>3</sup>)
11. School Library System Supplemental Operating Aid (F956) Special Aid Fund be allowed to continue providing services for the period July 1 – September 30, 2024. Expenditures are not allowed to exceed \$11,695. (S<sup>3</sup>)

#### BUDGET(S)

Approve the following Budgets for the 2024 – 2025 school year:

1. Summer School Aged 8:1:2 Life Skills / Academic & Behavioral Programs Budget (Co-Ser F940) in the amount of \$539,739 for the 2024 – 2025 school year (Special Aid Fund – Rise)
2. Summer School Aged 6:1:3 Autism Budget (Co-Ser F941) in the amount of \$277,631 for the 2024 – 2025 school year (Special Aid Fund – Rise)
3. Summer School Aged 6:1:1 Intensive Therapeutic Support Program (ITSP) Budget (Co-Ser F943) in the amount of \$50,199 for the 2024 – 2025 school year (Special Aid Fund – Rise)
4. Summer School Aged Related Service Only Budget (Co-Ser F962) in the amount of \$3,564 for the 2024 – 2025 school year (Special Aid Fund – Rise)
5. Summer School Aged 1:1 Teacher Assistant Budget (Co-Ser F964) in the amount of \$19,688 for the 2024 – 2025 school year (Special Aid Fund – Rise)
6. Summer School Aged 1:1 Nurse Budget (Co-Ser F965) in the amount of \$9,551 for the 2024 – 2025 school year (Special Aid Fund – Rise)
7. Summer School Aged 1:1 Aide Budget (Co-Ser F966) in the amount of \$184,414 for the 2024 – 2025 school year (Special Aid Fund – Rise)

**CONTRACTOR /  
CONSULTANT  
AGREEMENT(S)**

Approve the following Contractor/Consultant Agreement(s):

1. Agreement between Clinton-Essex-Warren-Washington BOCES and Kelly McGinn for the purpose of obtaining Medicaid Speech oversight services including quarterly provider meetings, student observations, phone conferences, and Medicaid document review at a rate of \$118 per hour for the 2024 – 2025 school year. The current estimated annual expenditure for the agreement is \$34,810. (Rise) (attached)
2. Agreement between Clinton-Essex-Warren-Washington BOCES and Leadership for Educational Achievement Foundation, Inc. (LEAF) under which LEAF will provide leadership coaching services for CVES component districts during the 2024 – 2025 in accordance with the terms and fee structure outlined in the Agreement. (S<sup>3</sup>) (attached)
3. Agreement between Clinton-Essex-Warren-Washington BOCES and Leadership for Educational Achievement Foundation, Inc. (LEAF) under which LEAF will provide leadership coaching services for CVES during the 2024 – 2025 school year in accordance with the terms and fee structure outlined in the Agreement. (Administration) (attached)

**SREB CONTRACT**

Approve the following Contract:

1. Contract between C-E-W-W BOCES and The Southern Regional Education Board (SREB) / Schools that Work to outline SREB's participation expectations and services under BOCES' partnership with SREB to work towards school reform and continuous improvement of quality instruction at CV-TEC. The agreement remains in effect for the period of July 1, 2024 through June 30, 2025. The total billable amount for SREB services is \$50,400. (CV-TEC) (attached)

**COOPERATIVE  
BID(S)**

Approve the following resolution:

1. Be it resolved that the Clinton-Essex-Warren-Washington BOCES Board of Cooperative Educational Services agrees to participate in cooperative bids for the purchase of various supplies, services, materials and equipment, as advertised by and awarded by the Clarkstown Central School District acting as the Lead Agency, as provided by General Municipal Law Section 119-0 and,

WHEREAS, each BOARD retains the legal authority to contract with the successful Vendor(s) and shall not be bound by purchase contracts or other agreements made by the other BOARD(S), therefore

BE IT RESOLVED, that the Clinton-Essex-Warren-Washington BOARD OF COOPERATIVE EDUCATIONAL SERVICES aka Champlain Valley Educational Services (CVES) hereby agrees to participate with the attached named school districts in such cooperative bids.

ST. LAWRENCE-  
LEWIS BOCES  
COOPERATIVE  
PURCHASING

Approve the following resolution:

1. Be it resolved that the Clinton-Essex-Warren-Washington BOCES Board of Cooperative Educational Services agrees to participate in the St. Lawrence-Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the "Cooperative Purchasing Agreement" for the 2024 – 2025 school year (see attached).

PARTICIPATION IN  
COOPERATIVE  
PURCHASING

Approve the following resolution:

1. Be it resolved that the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services agrees to participate in the OMNIA Partners Public Sector, Keystone Purchasing Network (KPN), National Cooperative Purchasing Alliance (NCPA), Sourcwell, 1 Government Procurement Alliance (1GPA), and PEPPM Technology Cooperative Purchasing Program for the 2024 – 2025 school year.

OLD BUSINESS  
COMMITTEE  
MEMBERS

Mr. Murdock moved, seconded by Mrs. Boise, to appoint the following Board Members to serve on the CVES Budget Committee (for the development of the 2025-26 CVES budget) for the 2024-2025 school year: Mrs. Boise, Mrs. Gero, Mrs. Saunders, and Mr. Webbinaro.

All Board Members present voted yes—motion carried.

Mr. Murdock moved, seconded by Mrs. Comins-Hunter, to appoint the following Board Members to serve on the CVES Audit Committee (pertaining to the 2023 – 2024 audit) for the 2024 – 2025 school year: Mr. Harriman Sr., Mrs. LaRocque, Mrs. Phillips, and Ms. Wotton.

All Board Members present voted yes—motion carried.

CONSENT AGENDA  
PERSONNEL

Mrs. Boise moved, seconded by Mrs. Comins-Hunter to approve the following Consent Agenda Personnel items as presented.

All Board Members voted yes—motion carried.

AMEND  
APPOINTMENTS

Amend the following appointment from the September 13, 2023 Board meeting:

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

Stipend Positions, Compensation per collective bargaining agreement

Lisa Tallman CV-TEC Yearbook ~~Coordinator~~ Co-Coordinator- Plattsburgh

RESCIND

Rescind the following appointment from the June 12, 2024 Board meeting:

Recommend that the Board approve the following person(s) to a Temporary appointment as follows for the 2024 – 2025 school year:

1. Name: Kallie Reece  
Position: Special Education Teacher  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Teaching Assistant, Level III  
Annualized Salary: \$50,500

RESIGNATION FOR  
THE PURPOSE OF  
RETIREMENT  
DALY

Approve the following letter(s) of resignation for the purpose of retirement:

1. Tom Daly, Physical Education Teacher, effective January 2, 2025

Dr. Davey paused the meeting to thank Mr. Daly for his service to CVES over the past 24 years.

RESIGNATION(S)  
WOOD, RAMIREZ,  
SCHWALB, VELIE,  
MERRILL, MAYO,  
HEAD, BEAUDRY,  
BADGER, & STONE

Accept the following letter(s) of resignation:

1. Brittany Wood, Business Management and Entrepreneurship Teacher, effective June 27, 2024
2. Stefan Ramirez, Special Education Teacher, effective June 27, 2024
3. Emily Schwalb, Teacher Aide / Student Aide, effective June 29, 2024
4. Kara Velie, Teacher Aide / Student Aide, effective June 29, 2024
5. Michelle Merrill, Teacher Aide / Student Aide, effective June 30, 2024
6. Todd Mayo, Cleaner / Messenger, effective July 1, 2024
7. Tavin Head, Computer Specialist, effective July 1, 2024, for the purpose of accepting a Network and Systems Technician position
8. Joanne Beaudry, Teaching Assistant, effective July 1, 2024, for the purpose of accepting a Special Education Teacher position
9. William Badger, Teacher Aide / Student Aide, effective July 1, 2024, for the purpose of accepting a Teaching Assistant Position
10. Carrie Stone, Teacher Aide / Student Aide, effective July 1, 2024, for the purpose of accepting a Teaching Assistant Position

LEAVE(S) OF  
ABSENCE  
GOUGH, ROSSELLI,  
AGONEY, KATZFEY,  
& MANLEY

Accept the following leave(s) of absence:

1. Melissa Gough, Teaching Assistant, effective July 1, 2024 – June 30, 2025
2. Brandy Rosselli, Teaching Assistant, effective July 1, 2024 – June 30, 2025
3. Heather Agoney, Teaching Assistant, effective July 1, 2024 – June 30, 2025
4. Bethany Katzfey, Teaching Assistant, effective July 1, 2024 – June 30, 2025
5. Janine Manley, Teaching Assistant, effective July 1, 2024 – June 30, 2025

ADDITIONAL WORK 2023 – 2024

Approve the following additional work for the 2023 – 2024 School Year:

SCHOOL YEAR      Stipend Positions, Compensation per collective bargaining agreement  
Melanie Faville, CV-TEC Yearbook Co-Coordinator – Plattsburgh

PERMANENT APPOINTMENT (CIVIL SERVICE) HOWLAND

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

1. Joshua Howland, Custodial Worker, effective August 13, 2024

52-WEEK CIVIL SERVICE PROBATIONARY APPOINTMENT JUDGE & SHERMAN

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

1. Name: Joseph Judge (was provisional)  
Position: Computer Programmer  
Effective Date: June 19, 2024  
Tentative Permanent Date: October 10, 2024
2. Name: Cindy Sherman  
Position: Teacher Aide / Student Aide  
Effective Date: September 3, 2024  
Tentative Permanent Date: September 3, 2024  
Annualized Salary: \$21,686

PROVISIONAL CIVIL SERVICE APPOINTMENT HEAD, COLLIER, & DIALLO

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

1. Name: Tavin Head  
Position: Network and Systems Technician  
Effective Date: July 1, 2024  
Annualized Salary: \$63,977
2. Name: Jessica Collier  
Position: Publications Specialist  
Effective Date: July 8, 2024  
Annualized Salary: \$53,500
3. Name: Madany Diallo  
Position: Computer Specialist  
Effective Date: July 8, 2024  
Annualized Salary: \$41,814

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

FOUR-YEAR PROBATIONARY APPOINTMENT

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

1. Name: Jacob Gittler

GITTLER

Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: June 14, 2024  
Tentative Tenure Date: June 14, 2028  
Certification Status: Teaching Assistant, Level I

(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).

HOURLY  
APPOINTMENTS  
FOR 2024 – 2025  
BULRISS, BASSETT,  
& LAPORTE

Appoint the following person(s) to an hourly appointment for the 2024 – 2025 school year:

1. Lisa Bulriss, Accountant (Schools), \$32/hr
2. Steven Bassett, Auto Mechanic, \$50/hr
3. Devin Laporte, HVAC Technician, \$50/hr

TEMPORARY  
APPOINTMENT  
RAMOS

Appoint the following person(s) to a Temporary appointment for the period of July 1, 2024 – August 30, 2024:

Dean of Students, \$48/hr  
Lesley Ramos

TEMPORARY  
APPOINTMENT  
2024 – 2025  
SCHOOL YEAR  
BADGER, STONE.  
STRANAHAN,  
& PERYEA

Appoint the following person(s) to a Temporary appointment as follows for the 2024 – 2025 school year:

1. Name: William Badger  
Position: Teaching Assistant  
Effective Date: July 1, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$29,750
2. Name: Carrie Stone  
Position: Teaching Assistant  
Effective Date: July 1, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$29,750
3. Name: Heather Stranahan  
Position: Special Education Teacher  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: English Language Arts 7–12, Initial  
Annualized Salary: \$52,500
4. Name: Madison Peryea

Position: Animal Science- Large Animal Production Teacher  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$50,500

**TEMPORARY  
APPOINTMENT  
2024 – 2025**

Renew the following Temporary appointments effective September 3, 2024 through June 30, 2025:

<u>Name</u>	<u>Position</u>
Penny Bowers	Adult Literacy Teacher
Dalton Castine	Adult Literacy Teacher
Alexis Dirolf	Adult Literacy Teacher
Madeline Kaplan	Adult Literacy Teacher
Bridget Snow	Adult Literacy Teacher
Tiffany Snow	Adult Literacy Teacher
Rene Sprague	Adult Literacy Teacher
Zachary Buzzell	Building Trades / Carpentry Teacher
Alaina Weare	Culinary Arts Teacher
Tyler Puchrik	Culinary Arts Teacher
Todd Clowney	Electrical Design & Installation Teacher
Taylor Sprague	Environmental Science & Forestry Teacher
Leopoldo Carvajal	ESL Teacher
Erin Spoor	LPN Teacher 50%
Maria Hurteau	LPN Teacher
Charles Johnson	LPN Teacher
Albert Stickle	New Visions Applied Engineering Teacher
Tyler Langley	Physical Education Teacher
Frank Mercier	Security and Law Enforcement Teacher
Thomas Willette	Security and Law Enforcement Teacher
Patrick McCaffrey	Special Education Teacher
Joanne Beaudry	Special Education Teacher
Chelsea Benway	Special Education Teacher
Mariellen Boyd	Special Education Teacher
Arianna Menard	Special Education Teacher
Andrew Tedford	Special Education Teacher
Lisa Whalen	Special Education Teacher
Krista Williams	Special Education Teacher
Jacob Cummings	Teaching Assistant
Tera Fillion Potts	Teaching Assistant
Casandra Kellaway	Teaching Assistant
Janet McCray	Teaching Assistant
Alma Medina	Teaching Assistant
Michelle Mosher	Teaching Assistant
Emily Norwood	Teaching Assistant
Kent Olsen	Teaching Assistant
Ciarra Smith	Teaching Assistant

**TEMPORARY  
APPOINTMENTS**

Renew the following Temporary appointments effective July 1, 2024 – June 30, 2025:

<u>Name</u>	<u>Position</u>
Melissa Gough	Special Education Teacher
Brandy Rosselli	Special Education Teacher
Heather Agoney	Special Education Teacher
Bethany Katzfey	Special Education Teacher
Janine Manley	Special Education Teacher

**FACILITATORS  
2023 – 2024  
SCHOOL YEAR**

Approve the following Facilitators for the 2023 – 2024 School Year:

Facilitators, \$30/hr  
Amy Burdo

**FACILITATORS  
2024 – 2025  
SCHOOL YEAR**

Approve the following Facilitators for the 2024 – 2025 School Year:

Facilitators, \$30/hr  
Daniel Bower  
Amy Burdo  
Colleen LaFountain  
Dena Tedford  
Debra Geddes  
Lori Ducharme  
Lisa Tallman  
Kevin Shaw  
Dawn Waters  
Scott Fairchild  
Elizabeth Coon

**ADULT EDUCATION  
COURSE  
INSTRUCTORS  
2024 – 2025  
SCHOOL YEAR**

Approve the following Adult Education Course Instructors for the 2024 – 2025 school year:

Adult Education, hourly rate of pay per contract  
Kenny Allen  
Lisa Banker  
Richard Beaudry  
Chad Blair  
Greg Cassavaugh  
Shelley Charland  
Fay Cheney  
Stephen Couture  
Anika Craig  
Jennifer Gero  
Kelly Gowett  
Christopher Huchro  
Maria Hurteau  
Charles Johnson

Todd Menia  
Frank Mercier  
Erin Meyer  
Lance Sayward  
Kevin Shaw  
Erin Spoor

Adult Education, \$34/hr

Thomas Aubin  
Christina Beck  
Lori Ducharme  
Bradley Kiroy  
Susan Levaque  
Kieran Kivlehan  
Dylan Limlaw  
Dena Tedford  
Thomas Tedford  
Dawn Waters

Adult Education Health Careers, hourly rate per contract

Jaimie Plumadore  
Helen Jessey  
Maria Spadafora

Adult Education Health Careers, \$41/hr

Dena Tedford  
Emily Choiniere

PART-TIME ALLIED  
HEALTH  
TEACHER(S) 2024 –  
2025  
SCHOOL YEAR  
CHOINIERE

Approve the following Part-Time Allied Health Teacher(s) for the 2024 – 2025 school year:

<u>Name</u>	<u>Position</u>	<u>Annualized Salary</u>
Emily Choiniere	Allied Health Teacher 20%	\$53,835

TEMPORARY  
GRANT  
APPOINTMENT  
PERRY

Approve the following Temporary Grant appointment from July 1, 2024 – December 30, 2025:

1. Liam Perry, Work Study Student, not-to-exceed 160 hours at \$15/hr

SUBSTITUTE AND  
TEMP-ON-CALL  
2024 – 2025

Approve the following substitute and temp-on-call positions for the 2024 – 2025 school year:

<u>Name</u>	<u>Position</u>
Molly Denis	Laborer
Sheilah Boyea	Teaching Assistant
Sheilah Boyea	Teacher

ADDITIONAL WORK Approve the following additional work for the 2024 – 2025 school year:  
2024 – 2025

SCHOOL YEAR

Transition Services, hourly rate per contract

Jacob Cummings	Not-to-exceed 180 hours
Maiya Giroux	Not-to-exceed 180 hours
Jerilynn LaMere	Not-to-exceed 180 hours
Ciarra Smith	Not-to-exceed 180 hours
Dawn Perry	Not-to-exceed 180 hours
Myah Green	Not-to-exceed 180 hours
Marky LaPorte	Not-to-exceed 180 hours
Erin Garrison	Not-to-exceed 180 hours

Curriculum Development, hourly rate of pay per contract

Julie Filion (ITSP Program Alignment)	Not-to-exceed 18 hours
Lisa Tallman (WBL Program Development)	Not-to-exceed 14 hours
Krystal Jaquish (Zones of Regulation)	Not-to-exceed 20 hours
Jennifer Haley (Morning Meeting Project)	Not-to-exceed 6 hours
Julie Adams (Morning Meeting Project)	Not-to-exceed 6 hours
Ashley Brown (Morning Meeting Project)	Not-to-exceed 6 hours
Krista Williams (Morning Meeting Project)	Not-to-exceed 6 hours

Program Development, hourly rate of pay per contract

Heather VanAlphen (Classroom Implementation)	Not-to-exceed 18 hours
Tammy Ann Smith (Classroom Implementation)	Not-to-exceed 18 hours
Margaret DeMeulemeester (Classroom Implementation)	Not-to-exceed 18 hours
Julie Adams (Big Brother/ Big Sister Program)	Not-to-exceed 5 hours
Alyssa Restrepo (Language Based Classroom Prep.)	Not-to-exceed 12 hours
Melissa Litts (Language Based Classroom Prep.)	Not-to-exceed 12 hours

Trainings, hourly rate of pay per contract

Kenny Allen (SREB Professional Development)	Not-to-exceed 35 hours
Richard Beaudry (SREB Professional Development)	Not-to-exceed 35 hours
Madison Peryea (New CTE Teacher Training)	Not-to-exceed 14 hours
Heather VanAlphen (TCIS Refresher)	Not-to-exceed 18 hours
Mariellen Boyd (TCIS Refresher)	Not-to-exceed 18 hours
Robert Holt (TCIS Refresher)	Not-to-exceed 18 hours
Jessica Willette (TCIS Refresher)	Not-to-exceed 18 hours
Susan Tourville (TCIS Refresher)	Not-to-exceed 18 hours
Jeffrey Parker (TCIS Refresher)	Not-to-exceed 18 hours
Kent Olsen (TCIS Refresher)	Not-to-exceed 18 hours
Shay Maggy (TCIS Refresher)	Not-to-exceed 18 hours
Latalya Duell (TCIS Refresher)	Not-to-exceed 18 hours
Victoria Paisier (TCIS Refresher)	Not-to-exceed 18 hours
Emily Norwood (TCIS Refresher)	Not-to-exceed 18 hours
Heather Hambleton (TCIS Refresher)	Not-to-exceed 18 hours
Randa Newell (TCIS Refresher)	Not-to-exceed 18 hours
Shanna Rivers (TCIS Refresher)	Not-to-exceed 18 hours

John Law (TCIS Refresher)	Not-to-exceed 18 hours
Melissa Slagenweit (TCIS Refresher)	Not-to-exceed 18 hours
Christopher Falvey (TCIS Refresher)	Not-to-exceed 18 hours
Katelyn Christian (TCIS Refresher)	Not-to-exceed 18 hours
Bethany Katzfey (Ignite Training)	Not-to-exceed 6 hours
Rebekah Riley (Ignite Training)	Not-to-exceed 6 hours
Kiera Colgan (Ignite Training)	Not-to-exceed 6 hours
Patricia Sharlow (Ignite Training)	Not-to-exceed 6 hours
Realelena Hurley (Ignite Training)	Not-to-exceed 6 hours
Michelle Mosher (Ignite Training)	Not-to-exceed 6 hours
Emily Duquette (Ignite Training)	Not-to-exceed 6 hours
Sarah Agnew (Ignite Training)	Not-to-exceed 6 hours
Kayla Mills (Ignite Training)	Not-to-exceed 6 hours
Kendra Snide (Ignite Training)	Not-to-exceed 6 hours

Classroom Moves, hourly rate of pay per contract

Shelley Charland	Not-to-exceed 14 hours
Madison Peryea	Not-to-exceed 14 hours
Dana Gilbo	Not-to-exceed 6 hours
Krystal Jaquish	Not-to-exceed 6 hours
James Anderson	Not-to-exceed 6 hours
Kelly Tursky	Not-to-exceed 6 hours

Classroom Moves, \$31/hr

Carol Prager	Not-to-exceed 6 hours
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Trainings, \$31/hr

Heather Stranahan (Ignite Training)	Not-to-exceed 6 hours
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School Lunch Manager Preparation for the new school year, Daily rate of pay

Zachary Zarling	Not-to-exceed 10 additional days
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SPECIAL PROJECTS  
ADMINISTRATOR  
2024 – 2025  
DRAGONE

Approve the following Special Projects Administrator(s) for the 2024 – 2025 school year:

1. Joseph Dragone, \$50/hr

2024 – 2025  
SPECIAL  
EDUCATION  
SUMMER SCHOOL  
(ESY) STAFFING

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

Registered Nurse, hourly rate of pay per contract

Stacey Smart  
Maria Hurteau

Teacher Aide/ Student Aide, \$17/hr

Cindy Sherman  
Georgia Belrose

Teacher, \$43/hr  
Kayla Marino

Teacher Aide/ Student Aide, Hourly rate of pay per contract  
Snide, Kendra  
Spellman, Shelby  
Stone, Carrie  
Trombly, Brenda  
Trombley, Bridget  
Waite, Melissa  
Waldron, Cindy  
Webster, Rosemarie  
Willette, Jessica  
Williams, Cynthia

School Counselor, Hourly rate of pay per contract  
Denton, Kim  
O'Mara, Danielle

School Psychologist, Hourly rate of pay per contract  
Anderson, James  
Spofford, Mandi

School Social Worker, Hourly rate of pay per contract  
Burnham, Brianna  
Ganter, Jami  
Hicks, Arianna  
Zehr, Stephanie

Occupational Therapist, Hourly rate of pay per contract  
Gilbo, Dana  
Bean, Philip  
Hubbard, Joan  
Revette, Eryn  
Recore, Lisa

Physical Therapist, Hourly rate of pay per contract  
Premore, Catherine  
Hofmann, Reed

Speech and Hearing Teacher, Hourly rate of pay per contract  
Christian, Katelyn  
Hicks-Wilson, Shanni  
Lee, Christie  
Strong, Nichole  
Jaquish, Krystal  
Swart, Danielle

**VOTING DELEGATE/  
ALTERNATE FOR  
NYSSBA  
CONVENTION**

Mr. Murdock moved, seconded by Mrs. Comins-Hunter that the Board appoint Mr. Ed Marin as the voting delegate and Mr. Richard Harriman Sr. as the voting alternate for the NYSSBA Convention to be held on October 20-22, 2024.

All Board Members present voted yes—motion carried.

**NYSSBA  
LEGISLATIVE  
LIAISON**

Mr. Murdock moved, seconded by Mrs. Comins-Hunter, that the Board appoint Mr. Richard Harriman Sr. as the NYSSBA Legislative Liaison for the 2024-2025 school year.

All Board Members present voted yes—motion carried.

**RECERTIFICATION  
FOR CAREER &  
TECHNICAL  
EDUCATION  
PROGRAMS**

Mrs. LaRocque moved, seconded by Mrs. Boise to approve and re-certify the following programs for Career & Technical Education:

<b>Program</b>	<b>Approval Years</b>	<b>1st Re- Approval Years</b>	<b>2nd Re- Approval Years</b>	<b>3rd Re- Approval Years</b>
Animal Science: Large Animal Production	2019 – 2024			
Cosmetology	2004 – 2009	2009 – 2014	2014 – 2019	2019 – 2024
Environmental Conservation and Forestry	2004 – 2009	2009 – 2014	2014 – 2019	2019 – 2024
Heavy Equipment / Diesel Repair	2004 – 2009	2009 – 2014	2014 – 2019	2019 – 2024

All Board Members present voted yes—motion carried.

**REQUEST FOR  
APPROVAL OF  
ATTENDANCE TO  
CONFERENCE/  
WORKSHOP**

Mrs. Boise moved, seconded by Mrs. Comins-Hunter that the Board approve the following request for approval of attendance to conference(s)/workshop(s) for the following Board Member(s):

1. Leisa Boise, Bob Bourgeois, Patricia Gero, Richard Harriman, Sr., Donna LaRocque, Ed Marin, Emily Phillips, Michael St. Pierre & Donna Wotton  
2024 NYSSBA Annual Convention  
October 20-22, 2024 NYC, NY (overnight accommodations needed)

All Board Members present voted yes—motion carried.

**RESOLUTION TO  
APPROVE STAFFING  
UPDATES/  
CHANGES FOR  
SAFETY PLANS**

Mrs. Boise moved, seconded by Mrs. Comins-Hunter that the Board approve updates of any names, titles, numbers throughout the District-Wide and all building-level Safety Plans to reflect staffing changes/updates, as well as any technology instruction modifications as a result of equipment upgrades, from July 1, 2024 through June 30, 2025. All Board Members present voted yes—motion carried.

**ADMINISTRATIVE  
PROCEDURE  
9170 MEALS AND  
REFRESHMENTS**

The Board takes notice of the following Administrative Procedure(s), which have been developed by the District Superintendent in consultation with Management Services:

1. 9170 Meals and Refreshments

**ADOPT REVISED  
POLICY**

Mr. Murdock moved, seconded by Mrs. Boise that the Board adopt the following revised policy:

Revised Policy

1. #5300 Code of Conduct

All Board Members present voted yes—motion carried.

**POLICIES TO BE  
REVIEWED  
ANNUALLY**

The following policies were included in the Board packet for annual review:

1. #6240 Investment Policy
2. #6700 Policy and Procedures Governing Procurements of Goods and Service Enacted in Accordance with General Municipal Law § 104-b
3. #6700-E.1 Purchasing Exhibit

**POLICY REQUIRING  
BOARD MEMBER'S  
SIGNATURE**

The following policy was presented which requires Board Member's signature:

1. #2160 BOCES Board Officer and Board Member Responsibilities

Board Members were asked to sign the last page and return it to the Board Clerk.

**CHANGE ORDER**

Mrs. LaRocque moved, seconded by Mrs. Saunders that the Board approve the following Change Order:

Recommend that the Board approve a Change Order for Day Automation of Victor, New York in the amount of \$272,935.85 for Phase 2 of the voter approved "Capital Improvement Project" to replace and provide security cameras including material, programming, software, commissioning, and installation. The project is quoted in accordance with NYS OGS contract PT-68783. (Administration)

All Board Members present voted yes—motion carried.

**LEASE AGREEMENT  
PLATTSBURGH  
CITY SCHOOL  
DISTRICT**

Mrs. LaRocque moved, seconded by Mrs. Saunders that the Board approve the following Lease Agreement:

Agreement between Clinton-Essex-Warren-Washington BOCES and Plattsburgh City School District for the purpose of allowing BOCES to lease two classrooms at the Plattsburgh High School, 1 Clifford Drive, Plattsburgh, NY 12901. The agreement will commence September 1, 2024 and will continue through June 30, 2025. The annual rent paid to Plattsburgh City School District by BOCES for the contract term of September 1, 2024 to June 30, 2025 shall be \$10,000. (Management Services) (attached)

All Board Members present voted yes—motion carried.

ANCILLARY  
SERVICES  
AGREEMENT  
PLATTSBURGH  
HIGH SCHOOL

Mrs. Boise moved, seconded by Mrs. LaRocque that the Board approve the following Ancillary Services Agreement:

Ancillary Services Agreement between Plattsburgh City School District and Clinton-Essex-Warren-Washington BOCES to coincide with the Plattsburgh High School Lease Agreement term of September 1, 2024 through June 30, 2025. The amount of \$10,000 shall be paid by BOCES to the District for ancillary services for the term of the agreement. (Management Services) (attached)

All Board Members present voted yes—motion carried.

LEASE AGREEMENT  
BOQUET VALLEY  
CENTRAL  
SCHOOL DISTRICT

Mrs. LaRocque moved, seconded by Mrs. Comins-Hunter that the Board approve the following Lease Agreement:

Agreement between Clinton-Essex-Warren-Washington BOCES and Boquet Valley Central School District for the purpose of allowing BOCES to lease one classroom at the Mountain View Campus, 7530 Court Street, Elizabethtown, NY 12932. The agreement will commence September 1, 2024 and will continue for a period of 5 years through June 30, 2029. The annual rent paid to Boquet Valley Central School District by BOCES for the contract term of September 1, 2024 to June 30, 2025 shall be \$5,000; for the contract term of July 1, 2025 to June 30, 2026 the rent shall be \$5,200; for the contract term of July 1, 2026 to June 30, 2027 the rent shall be \$5,400; for the contract term of July 1, 2027 to June 30, 2028 the rent shall be \$5,600 and for the contract term of July 1, 2028 to June 30, 2029 the rent shall be \$5,800. (Management Services) (attached)

All Board Members present voted yes—motion carried.

LEASE AGREEMENT  
PLATTSBURGH  
CITY SCHOOL  
DISTRICT

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

Agreement between Clinton-Essex-Warren-Washington BOCES and Plattsburgh City School District for the purpose of allowing BOCES to lease two classrooms at the Duken Building, 49 Broad Street, Plattsburgh, NY 12901. The agreement will commence September 1, 2024 and will continue through June 30, 2025. The annual rent paid to Plattsburgh City School District by BOCES for the contract term of September 1, 2024 to June 30, 2025 shall be \$10,000. (Management Services) (attached)

All Board Members present voted yes—motion carried.

ANCILLARY  
SERVICES  
AGREEMENT

Mrs. LaRocque moved, seconded by Mrs. Boise that the Board approve the following Ancillary Services Agreement:

**PLATTSBURGH  
CITY SCHOOL  
DISTRICT**

Ancillary Services Agreement between Plattsburgh City School District and Clinton-Essex-Warren-Washington BOCES to coincide with the Duken Building Lease Agreement term of September 1, 2024 through June 30, 2025.  
The amount of \$10,000 shall be paid by BOCES to the District for ancillary services for the term of the agreement. (Management Services) (attached)

All Board Members present voted yes—motion carried.

**TEMP-ON-CALL &  
SUBSTITUTE(S) FOR  
2024 – 2025**

Mrs. Saunders moved, seconded by Mrs. Boise that the Board approve the following Temp-on-call and substitute positions for the 2024 – 2025 school year:

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Haley Cutter	School Lunch Manager	\$30/hr

All Board Members present voted yes—motion carried.

**ADULT EDUCATION  
COURSE  
INSTRUCTORS  
2024 – 2025**

Mrs. Saunders moved, seconded by Mrs. LaRocque, that the Board approve the following Adult Education Course Instructors for the 2024 – 2025 school year:

Adult Education, hourly rate of pay per contract

Steve Bassett  
Zach Buzzell

Adult Education, \$34/hr

John Bradley  
Danielle Jackson

All Board Members present voted yes—motion carried.

**ADDITIONAL WORK  
2024 – 2025**

Mrs. Boise moved, seconded by Mrs. LaRocque, that the Board approve the following additional work for the 2024 – 2025 school year:

Trainings, hourly rate of pay per contract

Lindsey Gilmore (ESY Training)	Not-to-exceed 12 hours
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Classroom Moves, hourly rate of pay per contract

Teachers

Alyssa Restrepo	Not-to-exceed 6 additional hours
Andrew Tedford	Not-to-exceed 6 additional hours
Brandy Rosselli	Not-to-exceed 6 additional hours
Chelsea Benway	Not-to-exceed 6 additional hours
Heather VanAlphen	Not-to-exceed 6 additional hours
Heather Way-Agoney	Not-to-exceed 6 additional hours
Jennifer Cowling	Not-to-exceed 6 additional hours
Jennifer Haley	Not-to-exceed 6 additional hours
Jesse Ballard	Not-to-exceed 6 additional hours

**Not-to-exceed 6 additional hours**

**Not-to-exceed 6 additional hours**

**Not-to-exceed 6 additional hours**

**Not-to-exceed 6 additional hours**

**Not-to-exceed 6 additional hours**

**Not-to-exceed 6 additional hours**

**Not-to-exceed 12 hours**

**Not-to-exceed 12 hours**

Adele Huchro  
Alexis Beyer  
Alyssa Morin  
Amy Keech  
Andrea Trombley  
Brianna Hall  
Brittany Morse  
Cheryl Spoor  
Conner Delavergne  
Dawn Bordeau  
Emily Duquette  
Emily Norwood  
Jaiden Varmette  
James Lavoie  
Jessica Willette  
Jocelyn Rock  
Johanna Pray  
John Law  
Kathleen Kotsogiannis  
Kendra Snide  
Kiera Colgan  
Kieria Simpson  
Latalya Duell  
Lauren Jaquish  
Margaret DeMeulemeester  
Nichole Haran  
Patricia Fortin  
Patricia Sharlow  
Payton Gough  
Realelena Hurley  
Sarah Agnew  
Suezanne Chrisman  
Tammy Ann Smith  
Whitney Gagnier

[illegible]

Related Service Providers

Brianna Burnham	Not-to-exceed 6 additional hours
Audrey Crucetti	Not-to-exceed 6 additional hours
Kim Denton	Not-to-exceed 6 additional hours
Arianna Hicks	Not-to-exceed 6 additional hours
Kayla Laughlin	Not-to-exceed 6 additional hours
Jeffrey Parker	Not-to-exceed 6 additional hours
Mandi Spofford	Not-to-exceed 6 additional hours
Philip Bean	Not-to-exceed 6 additional hours
Eryn Marshall	Not-to-exceed 6 additional hours
Lisa Recore	Not-to-exceed 6 additional hours
Catherine Premore	Not-to-exceed 6 additional hours
Reed Hofmann	Not-to-exceed 6 additional hours
Lindsey Gilmore	Not-to-exceed 6 additional hours
Katelyn Christian	Not-to-exceed 6 additional hours
Shanni Hicks-Wilson	Not-to-exceed 6 additional hours
Danielle Swart	Not-to-exceed 6 additional hours
Jamie Ganter	Not-to-exceed 12 hours
Stephanie Zehr	Not-to-exceed 12 hours

Classroom Moves, \$31/hr

Teachers

Caron Laundree	Not-to-exceed 6 additional hours
Jenell Waldron	Not-to-exceed 6 additional hours
Nicholas Brindisi	Not-to-exceed 6 additional hours

Teaching Assistants

Avery Durgan	Not-to-exceed 6 additional hours
Jordan Doherty	Not-to-exceed 6 additional hours
Kayla Mills	Not-to-exceed 6 additional hours
Kayla Myers	Not-to-exceed 6 additional hours
Lia Hemingway	Not-to-exceed 6 additional hours
Desiree Cassavaugh	Not-to-exceed 12 hours

Registered Nurse

Carol Prager	Not-to-exceed 12 hours
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All Board Members present voted yes—motion carried.

DISTRICT  
SUPERINTENDENT  
CONTRACT

Mr. Webbinaro moved, seconded by Mrs. Comins-Hunter, that Upon advice and approval of Counsel, recommended that the Board approve the following resolution:

BE IT RESOLVED, that the contract for the District Superintendent be extended by the 10th Amendment for an additional 12 months, through June 30, 2027 and that the annual salary for the 2024-2025 school year be set at \$207,973.50 including the portion paid by the State of New York pursuant to Education Law §2209 (i.e. \$43,499) and the

supplementary salary paid by BOCES pursuant to Education Law §1950(4)(a) (i.e. \$164,474.50). The amendment restates the salary for the 2025 – 2026 school year be set at \$208,250.00 including the portion paid by the State of New York pursuant to Education Law §2209 (i.e. \$43,499) and the supplementary salary paid by BOCES pursuant to Education Law §1950(4)(a) (i.e. \$164,751.50); For the Period of July 1, 2026 through June 30, 2027, the annual salary of the Superintendent shall be \$208,250.00 including the portion paid by the State of New York pursuant to Education law §2209 (i.e., \$43,499.00) and supplementary salary paid by BOCES pursuant to Education law §1950(4)(a)(i.e.,164,756.00); and that any changes to conform the benefits provided in the Agreement to legal requirements be included.

All Board Members present voted yes—motion carried.

**NEXT BOARD  
MEETING**

The next Board meeting will be held on Wednesday, August 21, 2024, at the CVES Conference Center in Plattsburgh. An anticipated Executive Session will begin at 6:00 pm, with the monthly meeting following.

**ADJOURNMENT**

Mr. Murdock moved, seconded by Mr. Harriman Sr. to adjourn the meeting at 8:35 pm. All Board Members present voted yes—motion carried.

**DRAFT**

Katelyn Smart, Board Clerk

## MEMO

To: Katelyn Smart, BOCES Board Clerk  
 Clinton-Essex-Warren-Washington BOCES  
 From: Angela Jennette, Claims Auditor  
 Date: August 12, 2024  
 Re: Report for Board Agenda for August 21, 2024, Meeting

The following warrant claims were reviewed from June 27, 2024, to August 12, 2024:

<b>Warrant No. &amp; Date</b>	<b>Check Information</b>	<b>Gross Total Amount</b>
W #52 - 06/30/2024	*Check Nos: 247016** *Check Nos: NA ACH Payments: ACH-NA WEX-ACH Payments: ACH-NA	\$ 800.00
W #53 - 07/10/2024	*Check Nos: NA *Check Nos: NA ACH Payments: ACH-NA WEX-ACH Payments: ACH-NA	\$ 16,473.57
W #1 - 07/05/2024	*Check Nos: 247019-247024** *Check Nos: 004178-004229 ACH Payments: ACH012639-ACH012640 WEX-ACH Payments: ACH03236-ACH03296	\$ 150,595.24
W #2 - 07/11/2024	*Check Nos: 247049-247087** *Check Nos: 004230-004282 ACH Payments: ACH012641-ACH012677 WEX-ACH Payments: ACH03297-ACH03361	\$ 1,221,817.59
W #3 - 07/11/2024	*Check Nos: 247047**	\$ 415.00
W #4 - 07/18/2024	*Check Nos: 247119-247161** *Check Nos: 004283-004311 ACH Payments: ACH012678-ACH012722 WEX-ACH Payments: ACH03362-ACH03387	\$ 247,846.45
W #5 - 07/25/2024	*Check Nos: 247195-247227** *Check Nos: 004312-004339 ACH Payments: ACH012723-ACH012757 WEX-ACH Payments: ACH03388-ACH03418	\$ 1,171,496.92
W #6 - 08/01/2024	*Check Nos: 247229-247260 *Check Nos: 004340-004375 ACH Payments: ACH012758-ACH012772 WEX-ACH Payments: ACH03419-ACH03461	\$ 455,192.96
W #7 - 08/08/2024	*Check Nos: 247261-247292 *Check Nos: 004376-0044385 ACH Payments: ACH012773-ACH012800 WEX-ACH Payments: ACH03462-ACH03479	\$ 1,152,505.65

\*Note Includes electronic wire transaction transfers for CVES Disbursements as listed below:

CC: Eric Bell  
 Christine Myers

<b><u>IRS-EFTPS:</u></b>	PR#1-Wire #2501FEDTAX	Wire #2501FICA	Wire #2501MEDI-Warrant#2
	PR#2-Wire #2502FEDTAX	Wire #2502FICA	Wire #2502MEDI-Warrant#4
	PR#3-Wire #2503FEDTAX	Wire #2503FICA	Wire #2503MEDI-Warrant#5

**NYS Promptax:**

PR #1- Wire #2501NY- Warrant #2;  
PR #2- Wire #2502NY- Warrant #4;  
PR #3-Wire #2503NY- Warrant #5

**NYS Office of Comptroller ERS Retirement & Loans:** PR #28-31-Wire #ERS-JUNE24-Warrant #2;  
PR #1-3- Wire #ERS-JULY24-Warrant#7

**Health Ins. Monthly:**

Wire #HINS-72024-Warrant #2;  
Wire #HINS-0824-Warrant #7

**Workers Comp:** Wire #WC-202425- Warrant #7

**Health Ins. Refund:** Wire #REF-080124-Warrant #6

<b><u>FSA/HRA :</u></b>	Wire #BEN062424-Warrant #53	Wire #BEN062124A-Warrant #53
	Wire #BEN062624-Warrant #53	Wire #BEN062124B-Warrant #53
	Wire #BEN062724-Warrant #53	Wire #BEN062524A-Warrant #53
	Wire #BEN062824-Warrant #53	Wire #BEN062524B-Warrant #53
		Wire #BEN062524C-Warrant #53
	Wire #BEN-070124-Warrant #2	Wire #BEN070224A-Warrant #2
	Wire #BEN-070324-Warrant #2	Wire #BEN070224B-Warrant #2
	Wire #BEN-070524-Warrant #2	Wire #BEN072224C-Warrant #2
	Wire #BEN-071124-Warrant #4	Wire #BEN070824A-Warrant #4
		Wire #BEN070824B-Warrant #4
		Wire #BEN071024A-Warrant #4
		Wire #BEN071024B-Warrant #4
		Wire #BEN071024C-Warrant #4
		Wire #BEN071024D-Warrant #4
	Wire #BEN-071224-Warrant #5	Wire #BEN071624A-Warrant #5
	Wire #BEN-071524-Warrant #5	Wire #BEN071624B-Warrant #5
	Wire #BEN-071724-Warrant #5	Wire #BEN071624C-Warrant #5
	Wire #BEN-071824-Warrant #5	
	Wire #BEN-071924-Warrant #6	Wire #BEN072324A-Warrant #6
		Wire #BEN072324B-Warrant #6
	Wire #BEN-072424-Warrant #6	Wire #BEN072324C-Warrant #6
	Wire #BEN-072524-Warrant #6	Wire #BEN072324D-Warrant #6
	Wire #BEN-072624-Warrant#7	Wire #BEN073124A-Warrant #7
	Wire #BEN-072924-Warrant #7	Wire #BEN073124B-Warrant #7
	Wire #BEN-080124-Warrant #7	Wire #BEN073124C-Warrant #7
		Wire #BEN073124D-Warrant #7

**Benefit Claims Acc. :**

Wire #WEX-070524-Warrant #1;  
Wire #WEX-071124-Warrant #2  
Wire #WEX-071824-Warrant #4  
Wire #WEX-072524-Warrant #5  
Wire #WEX-080124-Warrant #6  
Wire #WEX-080824-Warrant #7

CC: Eric Bell  
Christine Myers

6/27/24- NYCLASS CP to General- \$834,176.07  
8/1/24-Refund HI to WC- \$7,666.64  
8/1/24-KBM Fees- \$13,416.62

7/9/24	\$ 1,584,950.74-Wire
7/15/24	\$ 2,492,126.59-Wire
7/22/24	\$ 1,591,897.41-Wire
7/29/24	\$ 2,295,664.84-Wire
8/5/24	\$ 1,809,927.59-Wire
8/12/24	\$ 2,140,717.65-Wire

7/2/24	\$ 66,629.24-Wire
7/8/24	\$ 188,004.00-Ck #1080
7/8/24	\$ 18,750.00-Ck #1081
8/5/24	\$ 67,057.41-Wire

Internal Claims Auditor

ns Auditor  
Angela J. J. J.

CC: Eric Bell  
Christine Myers

<u>Date</u>	<u>Warrant</u>	<u>Vendor #</u>	<u>Claim Audit Finding:</u>	<u>Summary/ Business Office Response:</u>	<u>Resolution/Options:</u>
06/27/24	Pending W#52	15134	Invoice past due, from prior year.	Originally required certified payroll for payment, and vendor was unable to provide however, upon further evaluation, type of service provided did not require this, so payment issued at approval of Purchasing Agent.	Approved for final warrant.
06/30/24	Final W#52				\$800.00
06/30/24	Pending #53		No findings		Approved for final warrant.
06/30/24	Final W#53				16,473.57
07/03/24	Pending W#1	12115	Invoice # on face of Purchase Order does not match the Invoice.	Corrected invoice number.	Approved for final warrant.
07/05/24	Final W#1				\$150,595.24
07/10/24	Pending W#2	16661	Claims from 9/27/23	Official had not submitted required paperwork.	Approved for final warrant.
07/11/24	Final W#2				\$1,221,817.59
07/10/24	Pending W#3		No findings		Approved for final warrant.
07/11/24	Final W#3				\$415.00
07/17/24	Pending W#4	12772	Incorrect form being used for reimbursement. Will have Accounts payable notify employee to use updated form from website.		Approved for final warrant.
07/11/24	Final W#4				\$247,846.45
07/24/24	Pending W#5	15634	Incorrect address.	Address correct.	Approved for final warrant.
07/25/24	Final W#5				\$1,171,496.92
07/31/24	Pending W#6	7316	Requested by Treasurer to pull from warrant. Payment will be reallocated.		Approved for final warrant.
08/01/24	Final W#6				\$455,192.96
08/07/24	Pending W#7	14620	We made payments for 2 school years on this years Purchase Order.	Oversight, the division will be using the list to ensure Purchase Orders are renewed timely.	Approved for final warrant.
08/08/24	Final W#7				\$1,152,505.65



**CENTRAL ADMINISTRATION**

www.cves.org  
PHONE: 518-561-0100

District Office  
Management Services  
Business Office  
Employee Services

FAX: 518-562-1471  
FAX: 518-561-9382  
FAX: 518-324-8612

**CVES MISSION**

*Champlain Valley Education Services empowers students, schools and communities by providing exemplary education, training, support and shared services.*

**2023-2024 RESERVE PLAN SUMMARY**  
**Updated (May 1, 2024)**

Reserve funds in a BOCES are mechanisms for accumulating cash for the specific purpose of offsetting unanticipated financial impacts and certain retirement costs that could have an adverse effect on BOCES budgets and the education of our component district students. The practice of planning and systematically saving for these unplanned or larger financial occurrences is considered prudent management.

Most reserve funds are established to provide resources for an intended future use. An important concept to remember is that a reserve fund should be established with clear intent or plan in mind regarding the future purpose, use, and when appropriate, replenishment of funds from the reserve. Reserve funds should not be merely a “parking lot” for excess cash or fund balance. Local governments and school districts should balance the desirability of accumulating reserves for future needs with the obligation to make sure taxpayers are not overburdened by these practices. A clear purpose or intent should exist for reserve funds that aligns with statutory authorizations.

A BOCES is limited in the types of reserves that can be maintained per General Municipal Law (GML). Each statute that authorizes a BOCES reserve fund sets forth a particular purpose for the fund. For example, provisions of the General Municipal Law (the GML) allow BOCES to establish a retirement contribution reserve for paying retirement contributions payable to NYS Employees’ Retirement System. The GML also authorizes the establishment of an employee benefit accrued liability reserve for the payment of the monetary value of accumulated, unused leave time to employees upon separation from service. Planning today and saving incrementally for expected future events can help mitigate the financial impact of major, nonrecurring or unforeseen expenditures on the annual operating budget. Establishing and funding allowable reserve funds for a clear purpose can help smooth out spokes in the annual budget.

*Source: Office of the New York State Comptroller-Local Management Guide for Reserves*

<http://www.osc.state.ny.us/localgov/pubs/lmg/reservefunds.pdf>

## **UNEMPLOYMENT INSURANCE RESERVE**

**Creation:** This long-standing reserve was established prior to 1997 with a formal reserve methodology adopted through board resolution on August 26, 2009, and subsequently modified in May 2012.

**Purpose:** To pay the cost of reimbursement to the State Unemployment Insurance Fund for payments made to claimants where the school district uses the benefit reimbursement method.  
(General Municipal Law (GML), §6-m).

**Funding Methodology & Levels:** The reserve was funded from unexpended budget appropriations and will be maintained at an amount not to exceed \$295,000. Interest must be allocated to the reserve in accordance with GML and will be credited first to the reserve. If interest results in a balance above the maximum approved level, as approved by the Board, the interest will be used to offset current year unemployment claims. Should interest exceed the current year claims, the interest will default to increase the reserve balance and offset the next year claims prior to utilization of budget appropriations.

The maximum balance is representative of the amount paid in one year based on historical claims data during a time-period when unemployment claims exceeded budget appropriations. Future contributions to replenish the reserve will be made from current year unexpended unemployment budget appropriations. The reserve balance was established as the “safety net” for unanticipated reoccurrence of similar factors.

**Use of Reserve:** The reserve will only be utilized for the payment of current year unemployment claims in the event the claims exceed the current year budget appropriation for such costs.

**Monitoring of the Reserve:** The Assistant Superintendent of Management Services and the BOCES Treasurer will monitor this reserve.

**2023-2024 Recommended Utilization/Funding:** Utilization of the reserve in 2023-2024 is not expected as there have been minimal claims paid-to-date. Annual interest accrued on the reserve will be used to offset current year unemployment claims. No additional contributions are anticipated to be made to the reserve.

### ***Balances:***

June 30, 2023 - \$295,000

Estimated balance June 30, 2024 - \$295,000

## **CAREER AND TECHNICAL EDUCATION INSTRUCTIONAL EQUIPMENT RESERVE (CTE RESERVE)**

**Creation:** The reserve was established through approval of the majority of component districts on April 28, 2011, and CVES Board approval on May 11, 2011.

**Purpose:** This reserve is only available to a BOCES for the replacement and purchase of advanced technology equipment used in instructional programs conducted by the BOCES. (Education Law, §1950(4)(ee); 8NYCRR §170.3(k)). A key component to the success of a Career and Technical Education (CTE) program is the purchase of industry standard technology and equipment for the instruction of students. As yearly budget appropriations for equipment are often affected by fluctuating enrollment, this reserve assists the CTE programs obtain more expensive equipment replacements when annual appropriations are not sufficient, or the cost of such equipment would cause an extraordinary spike in budget costs.

**Funding Methodology & Levels:** CVES Policy #6227 was adopted on February 9, 2011, to set forth the funding methodology for this reserve. The policy limits contributions to the proceeds from the sale of surplus CTE instructional equipment. The amount of funds that can be contributed each year and maintained in the reserve is also subject to certain limitations set forth by the Commissioner of Education. (8 NYCRR § 170.3(k)(5)). Per Education Law, an amount not exceeding the greater of 20 percent of the BOCES current year career education services budget or \$500,000 may be retained in the reserve fund at the end of a school year for future expenditures, provided that the total amount retained shall not exceed \$2,000,000. Interest must be allocated to the reserve in accordance with GML.

**Use of Reserve:** Purchases from the reserve are subject to approval of the commissioner and will be identified annually by the Director of CTE and submitted to the ASMS and DS for consideration of Board approved utilization.

**Monitoring of the Reserve:** The Director of CTE, Assistant Superintendent of Management Services (ASMS), and BOCES Treasurer will collaborate to monitor this reserve.

**2023-2024 Recommended Utilization/Funding:** Ongoing discussions are being had with CVES leadership and CV-TEC divisional team to determine need for utilization of the reserve to support program improvements and significantly increased enrollment. No significant contributions to the reserve are planned for 2023-2024 except proceeds from the minor sale of surplus CTE equipment.

### **Balances:**

June 30, 2023 - \$827,198

Estimated balance June 30, 2024 – \$852,278

**Future Considerations:** Discussions with the School Superintendents and CVES Board will continue for consideration to modify the CVES CTE Equipment Reserve policy to allow additional means of contributing to the reserve in accordance with the NYS regulations associated therein.

## **RETIREMENT CONTRIBUTION RESERVE (RCR) & TRS SUB-FUND**

**Creation:** The reserve was established by board approval on January 14, 2009. The reserve had been active since 2004 but did not have official board approval until 2009. On June 10, 2019, the board approved the establishment of the Teachers' Retirement Sub-Fund Reserve within the RCR.

**Purpose:** Prior to April 1, 2019, the RCR could only be used for the sole purpose of financing retirement contributions made to the NY State and Local Employees' Retirement System (ERS). Effective April 1, 2019, the Teachers Retirement System (TRS) Sub-Fund reserve was authorized by NYS under the Retirement Contribution Reserve umbrella to finance contributions payable to TRS (General Municipal Law, §6-r). Expenditures from these reserves can only be made pursuant to a board resolution and must be used to finance retirement contributions (General Municipal Law, §6-1).

**Funding Methodology & Levels:** The current Board approved methodology allows the RCR to pay the costs of employer contributions to ERS and TRS and shall be maintained at an amount to be determined annually by the Board. For 2022-2023, ERS expenses equaled \$660,237, or 9.29% of applicable salaries; TRS expenses equaled \$1,128,677, or 9.86% of 2022-2023 salaries. Interest must be allocated to the reserve in accordance with GML and will be credited first to the reserve. If interest results in a balance above the maximum approved funding level, the interest will be used to offset current year retirement obligations.

### **Retirement Contribution Reserve – ERS**

The amount maintained in this reserve is to be recommended and derived from current budget analyses and long-term forecasting. Currently, the level maintained in the reserve would cover approximately 5%-6% increases across multiple years without completely draining the reserve balance and allow for a moderate increase to budgets to reach the required level. This amount represents a historical representation of past occurrences for utilization of the reserve when rates fluctuated beyond current budget appropriations for multiple consecutive years.

### **Retirement Contribution Reserve – TRS Sub-Fund**

The moneys contributed annually, and the balance maintained therein for the reserve sub-fund shall not exceed 2% in annual contributions and 10% in total, respectively, of the total compensation or salaries of all teachers (as defined in Education Law §501[4]) employed by the BOCES who are members of TRS paid during the immediately preceding fiscal year. The current reserve balance would only cover a one-time 9% unanticipated increase, however, future anticipated contributions to the new reserve could extend the beneficial impact for multiple years.

**Use of Reserve:** Use of the reserve for authorized purposes will be established in the annual report on reserves to the board and all uses of the reserve must be board approved.

**Monitoring of the Reserve:** The Assistant Superintendent of Management Services and the BOCES Treasurer will monitor this reserve.

## **RETIREMENT CONTRIBUTION RESERVE (RCR) & TRS SUB-FUND, CONT'D**

### ***2023-2024 Recommended Utilization/Funding:***

**RCR for ERS:** No utilization or contributions to the RCR for ERS obligations are necessary for 2023-2024, except annual interest to be credited.

**RCR for TRS:** For the TRS Sub-Fund, the recommendation is to contribute up to 10% maximum allowed of total teachers' compensation equal to an estimated \$102,358, as defined above, dependent upon available funds from budget appropriations.

### ***Balances:***

June 30, 2023:

RCR for ERS - \$1,334,313

RCR for TRS - \$973,206

Estimated balances, June 30, 2024:

RCR for ERS - \$1,374,767

RCR for TRS - \$1,075,564

## **EMPLOYEE BENEFIT ACCRUED LIABILITY RESERVE (EBALR)**

**Creation:** The reserve was established by board approval June 21, 2001, for the purpose noted below. On August 26, 2009, the board terminated the reserve based on the determination the fund was overfunded and efforts were in progress to reduce the obligation for which the reserve could be utilized. Therefore, excess funds were transferred to other reserve funds by board action and no further contributions could be made to the reserve fund. On June 10, 2019, the board approved the re-activation of this reserve for purposes of allowing contributions to fund future liabilities.

**Purpose:** This reserve may be established and utilized for the purpose of funding the monetary value of accrued but unused sick leave, personal leave, vacation time, and any other forms of payment of accrued but unliquidated time earned by employees payable upon an employee's termination of employment, i.e., retirement. Establishing or expending the reserve does not require voter approval. (General Municipal Law, §6-p).

**Funding Methodology & Levels:** The reserve is anticipated to be close to fully funded in comparison to the calculated liability as of June 30, 2024. The board may authorize annual contributions to the reserve. The balance maintained in the reserve may not exceed the estimated current liability as determined at the end of each fiscal year. Interest must be allocated to the reserve in accordance with GML and will be credited first to the reserve. If interest results in a balance above the maximum approved level or estimated EBALR liability, whichever is less, the interest will be used to offset current year payment of EBALR expenses. Should interest exceed the current year expenses, the interest will default to increase the reserve balance and offset the next year EBALR costs prior to utilization of budget appropriations. If the balance in this reserve is deemed to be in excess of the liability the board may authorize a transfer to other reserve funds or may use such amount to offset the administrative and capital expenses of the current school year.

**Use of Reserve:** Use of the reserve for authorized purposes is only anticipated at such time the reserve level meets the estimated liability or in such event that the actual cost exceeds current available budget appropriations.

**Monitoring of the Reserve:** The Assistant Superintendent of Management Services and the BOCES Treasurer will monitor this reserve.

**2023-2024 Recommended Utilization/Funding:** It will be determined whether contributions or utilization in 2023-2024 are appropriate depending on the final 2023-2024 estimated liability to avoid any potential of overfunding.

### ***Balances:***

June 30, 2023 - \$1,322,584

Estimated balance June 30, 2024: \$1,335,152 (Estimated liability \$1,345,281)

## **Reserve Fund Strategy**

### **2023-2024 Reserve Fund Use Priorities**

- The EBALR reserve will most likely be utilized to cover retirement payouts for unused sick-leave days in 2023-2024 school year. Actual amount for use of reserve will be determined in June 2024. CVES leadership is analyzing potential use of CTE equipment reserve for 2023-2024 to meet the needs of instructional programming in CV-TEC.

### **2023-2024 Reserve Fund funding Priorities**

- Contribute annual maximum to the Retirement Contribution Reserve – TRS Sub-Fund for future stability. Reserve funding is limited annually and takes approximately 5 years to be fully funded. Fund the reserve up to 10% cumulative maximum for 2023-2024 which is estimated to be \$1,075,567

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**EMPLOYMENT AGREEMENT  
BY AND BETWEEN  
CLINTON ESSEX WARREN WASHINGTON BOCES OF COOPERATIVE  
EDUCATIONAL SERVICES BOCES OF EDUCATION  
AND  
DR. HOLLIS PALMER**

**THIS EMPLOYMENT AGREEMENT** ("Agreement") is made between the BOCES of CEWW BOCES ("BOCES") and Dr. Hollis Palmer ("Administrator") (collectively, the Parties").

**WHEREAS**, the BOCES anticipates employing a Labor Relations Administrator for the BOCES; and

**WHEREAS**, the BOCES desires to hire Dr. Hollis Palmer as a Labor Relations Administrator for the BOCES; and

**WHEREAS**, Dr. Hollis Palmer is willing to serve as a Labor Relations Administrator for the BOCES; and

**WHEREAS**, Dr. Hollis Palmer currently possesses a valid certificate to work as an Administrator of schools in New York State; and

**WHEREAS**, the Parties have reached agreement on the terms under which Dr. Hollis Palmer shall be employed as an Administrator.

**NOW, THEREFORE**, in consideration of the mutual promises set forth below, it is hereby agreed by and between the Parties as follows:

1. **Time and Energy:** Dr. Hollis Palmer agrees he will devote his time, energy, and attention to the business of the BOCES and will perform to the best of his ability all of the duties of as the BOCES may prescribe. Dr. Hollis Palmer's performance of the foregoing duties shall be under the direction and control of the BOCES.
2. **Certificate:** Dr. Hollis Palmer agrees he shall possess and maintain a certificate validly issued by the New York State Education Department to serve as Administrator and shall adhere to any and all requirements for serving in such position.
3. **Appointment term:** The BOCES and Dr. Hollis Palmer agree, pursuant to a resolution duly passed on June 8, 2022 that he shall be employed by the BOCES as Labor Relations Administrator for a period commencing July 1, 2024 and ending on June 30, 2025, unless terminated sooner in accordance and consistent with the following:
  - a. The Parties may mutually agree to terminate this Agreement upon mutually agreeable terms;

- b. The BOCES may, with or without cause, terminate this Agreement upon five (5) days prior written notice to Dr. Hollis Palmer. In the case of such termination, the amount owed and to be paid to the Administrator shall only be for those days worked up to the date of termination.
  - c. Dr. Hollis Palmer may terminate this Agreement upon five (5) days prior to written notice to the BOCES.
- 4. **Compensation:** The BOCES agrees to pay Dr. Hollis Palmer \$475.00 dollars per day of work during the duration of this agreement. Salary payments will be subject to federal and state tax withholdings and FICA contributions. The Parties understand this payment is in compliance with New York State Retirement and Social Security Law and regulations of the Commissioner of Education concerning public retirees returning to work for a New York State Employer.
- 5. **Expenses:** The BOCES agrees to reimburse Dr. Hollis Palmer for reasonable and normal expenses incurred by in the performance of the duties of Administrator upon submission of appropriate claims and approval by the BOCES.
  - a. **Mileage:** Mileage reimbursement for official travel has been built into Dr. Hollis Palmer's daily rate. Mileage will not be reimbursed for his travels.
- 6. **Other Benefits:** Except as otherwise specified in this Agreement or agreed to by the Parties, Dr. Hollis Palmer shall not be entitled to any employee benefits not otherwise listed herein, including, but not limited to, health insurance or other insurance coverage or retirement contributions as an employee of the BOCES under the terms of this Agreement. Dr. Hollis Palmer, through execution of this agreement, asserts and assures the BOCES he is sufficiently covered by a health insurance plan(s).
- 7. **Indemnity:** The BOCES agrees to provide legal counsel and to indemnify Dr. Hollis Palmer against any uninsured financial loss arising out of any proceeding, claim, demand, suit, or judgment by reason of negligence or other non-intentional conduct resulting in bodily or other injury to any person or damage to the property of any person committed while he is acting within the scope of his employment or at the direction of the BOCES. The BOCES agrees, as a further condition of this Agreement, that it shall defend, hold harmless and indemnify Dr. Hollis Palmer from any and all demands, claims, suits, actions and legal proceedings brought against him in his individual capacity or in his official capacity as agent and employee of the District, provided the incident arose while he was acting within the scope of his employment or under the direction of the BOCES to the full extent allowable by law, provided that he provides the BOCES with timely notice to such actions. This paragraph shall survive the term and be enforceable after the termination of this Agreement.
- 8. **Applicability:** This Agreement is subject to all applicable laws, rules, regulations, decisions, and any final and binding order of the Commissioner of Education, which may

impact its terms. The validity or unenforceability of any provision hereof shall in no way affect the validity or enforceability of any other provision.

9. **Sole Agreement:** This Agreement represents the sole agreement between the Parties hereto and may not be amended except by a subsequent agreement in writing signed by Dr. Hollis Palmer and the President of the BOCES, pursuant to a BOCES resolution authorizing the President to do so.

**IN WITNESS WHEREOF,** the parties have set their hands and seals on the date(s) indicated

DATED: \_\_\_\_\_

DATED: \_\_\_\_\_

\_\_\_\_\_  
CVES Board President  
Champlain Valley Educational Services  
(CEWW BOCES)

\_\_\_\_\_  
Dr. Hollis Palmer

DATED: \_\_\_\_\_

\_\_\_\_\_  
Dr. Mark C. Davey  
District Superintendent

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IN WITNESS WHEREOF, the parties have set their hands and seals on the date(s) indicated

DATED: \_\_\_\_\_

DATED: 7/23/24

\_\_\_\_\_  
CVES Board President  
Champlain Valley Educational Services  
(CEWW BOCES)

Hollis Palmer  
Dr. Hollis Palmer

DATED: \_\_\_\_\_

\_\_\_\_\_  
Dr. Mark C. Davey  
District Superintendent

**Memorandum of Agreement  
Between the  
Clinton-Essex-Warren-Washington Board of Cooperative Educational Services  
And the  
Clinton-Essex-Warren-Washington Board of Cooperative Educational Services 12 Month  
Support Staff**

**AGREEMENT** made this \_\_\_\_ day of \_\_\_\_\_, 2024 BY AND BETWEEN the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services, hereinafter referred to as "CEWW BOCES" and the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services 12-Month Support Staff, hereinafter referred to as "SSE;"

**WHEREAS** the CEWW BOCES and the SSE are parties to a collective bargaining agreement ("CBA") in effect from July 1, 2023- June 30, 2027; and

**WHEREAS** the title of Deputy District Treasurer is now being created by CEWW BOCES, and the parties desire to include that position within the negotiations unit represented by 12-Month Support Staff Unit pursuant to Article 2, Paragraph A, of the parties' CBA; and

**WHEREAS** the parties have met and conferred as to the terms and conditions of such title;

**THEREFORE**, except as revised or amended below, the language of the CBA will continue in full force and effect with respect to the added title. The agreed-upon revisions will be effective upon ratification by the parties and will continue thereafter in any successor agreement until changed by agreement of the parties.

1. **ARTICLE 2:** Change provisions to add Deputy District Treasurer to the list of positions that follow the statement below:
  - A. The BOCES hereby recognizes the SSE as the sole and exclusive bargaining agent for the personnel employed at least 50% in any one of the following titles:
2. **ARTICLE 4:** Change provisions to add Deputy District Treasurer to the list of positions in chart of Article 4, paragraph A, that follow the statement below:
  - A. The workday for the following employees will be eight (8) hours per day exclusive of an unpaid minimum meal break of one-half (1/2) hour:
  - B. Add provision 4. Under A: Deputy District Treasurer will have a workday that is 7.5 hours per day exclusive of an unpaid minimum meal break of one-half (1/2) hour.
3. **ARTICLE 20: SALARY**

The minimum entry level salary for the title of Deputy District Treasurer will be:

2024-2025:	\$55,000
2025-2026:	\$56,250
2026-2027:	\$57,500

4. Other Matters:

All other CBA provisions: Unless specifically qualified here, employees in the title of Deputy District Treasurer shall receive all contractual benefits.

THEREFORE, the parties have agreed and accepted:

FOR THE BOCES:

\_\_\_\_\_  
Dr. Mark C. Davey, District Superintendent

\_\_\_\_\_  
Date

FOR 12-MONTH SUPPORT:

  
\_\_\_\_\_  
Brandon Johnson, Unit President

  
\_\_\_\_\_  
Date

**Memorandum of Agreement  
Between The  
Champlain Valley Educational Services  
And**

**The Champlain Valley Educational Services United Professionals**

AGREEMENT made this \_\_\_\_ day of \_\_\_\_ 2024 by and between The Champlain Valley Educational Services, hereinafter referred to as “CEWW BOCES” and The Champlain Valley Educational Services United Professionals, herein referred to as “the Association”;

WHEREAS, the CEWW BOCES and the Association are parties to a collective bargaining agreement (CBA) in effect from July 1, 2024 to June 30, 2029; and

WHEREAS, the title of Dean of Students is now being created by the CEWW BOCES, and the parties desire to include that position within the negotiations unit represented by The Champlain Valley Educational Services United Professionals pursuant to Article 1, Subsection A, of the parties’ CBA; and

WHEREAS, the parties have met and conferred as to the terms and conditions of such title;

THEREFORE, except as revised or amended below, the language of the CBA will continue in full force and effect with respect to the added title. The agreed-upon revisions will be effective upon ratification by the parties and will continue thereafter in any successor agreement until changed by agreement of the parties.

1. Article 1, Subsection A: Change the provision to add Dean of Students to the list of positions that follow the statement below:

The Chief Executive Officer and the Board of the Sole Supervisory District of Clinton, Essex, Warren, and Washington Counties Board of Cooperative Educational Services hereby recognizes the Champlain Valley Educational Services United Professionals, NYSUT, AFT, AFL-CIO as the sole and exclusive bargaining agent for all full time and part-time:

2. Article 5, Subsection C.2: Change the provision to add Dean of Students as follows:  
Training Specialists/Coordinators, Dean of Students, and the Transition Services Provider will work seven and one-half (7.5) hours per day inclusive of a thirty (30) minute duty free lunch. After discussion with their supervisor, Training Specialists/Coordinators, Dean of Students, and Transition Services Providers will have the flexibility to schedule their thirty-seven and one half (37.5) hour week based upon their daily activities.
3. Article 5, Subsection G: Change the provision to add Dean of Students, to read as follows:  
Except for Training Specialist/Coordinator, Dean of Students, and Transition Services Provider, on Fridays and the days before a vacation, after general

confirmation, employees will be permitted to leave as soon as their students have left the premises.

4. Article 13: The minimum entry level salary for the title of Dean of Students 12-month position will be as follows:
  - a. 24-25: \$75,000
  - b. 25-26: \$76,500
  - c. 26-27: \$78,000
  - d. 27-28: \$79,500
  - e. 28-29: \$81,000
5. Article 13 Subsection C.1.a.iii: Change the provision to add Dean of Students as follows:  
For 12-month training specialists and Dean of Students, 1/1957.5 of their annual salary.
6. Other Matters:  
All other CBA provisions: Unless specifically qualified here, employees in the title of Dean of Students shall receive all contractual benefits.

THEREFORE, the parties have agreed and accepted:

FOR THE BOCES:

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Dr. Mark C. Davey, District Superintendent

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Date

FOR THE ASSOCIATION:

  
Elizabeth Landrie, President

8/12/24  
Date