

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 LEARNING HUB CONFERENCE CENTER  
IN PLATTSBURGH, NY ON OCTOBER 9, 2024, MEETING TO BEGIN AT 6:00 PM PROPOSED  
EXECUTIVE SESSION AT 6:30 PM**

- |           |   |
|-----------|---|
| No Action | 1. CALL TO ORDER: DISTRICT SUPERINTENDENT                           |
|           | a. The Pledge of Allegiance   |
|           | b. Roll Call of Board Members                                       |
| No Action | 2. INTRODUCTION OF ALL PRESENT                                      |
| No Action | 3. AUDIT COMMITTEE UPDATE & PRESENTATION FOR YEAR-END JUNE 30, 2024 |
|           | -- West & Company, CPA, PC  |
| No Action | 4. BOARD APPRECIATION RECOGNITION                                   |
| No Action | 5. EXECUTIVE SESSION  |
| No Action | 6. OPINIONS AND CONCERNS FROM THE AUDIENCE                          |
| No Action | 7. CVES CAPITAL PROJECT & FACILITIES EXPANSION UPDATE               |
| No Action | 8. 2024 – 2027 STRATEGIC PLANNING UPDATE PRESENTATION               |
| No Action | 9. DISTRICT SUPERINTENDENT’S UPDATE                                 |
| Action    | 10. MINUTES OF PREVIOUS MEETING                                     |
|           | a. September 19, 2024 (Enc. 1)                                      |
|           | 11. NEW BUSINESS  |
| Action    | a. Approval of Annual Independent Audit (Enc 2)                     |
| Action    | b. 2024 – 2027 Strategic Plan Approval (Enc. 3)                     |
|           | 12. CONSENT AGENDA FINANCIAL  |
| Action    | a. Treasurer’s Reports (Enc. 4)                                     |
| Action    | b. Extraclassroom Treasurer’s Reports (Enc. 5)                      |
| Action    | c. Certification of Warrant (Enc. 6)                                |
| Action    | d. Special Aid Fund (Enc. 7)  |
| Action    | e. Special Aid Fund Budget Increase (Enc. 8)                        |
| Action    | f. Budget Increase(s) (Enc. 9)                                      |
| Action    | g. Extra-Curricular Student Activity Fund Club Advisor (Enc. 10)    |

- No Action      13. OLD BUSINESS
- a.      None
14. CONSENT AGENDA PERSONNEL
- Action           a.      Termination (Enc. 11)
- Action           b.      Resignation for Retirement (Enc. 12)
- Action           c.      Resignation(s) (Enc. 13)
- Action           d.      Permanent (Civil Service) Appointment(s) (Enc. 14)
- Action           e.      52-Week Civil Service Probationary Appointment(s) (Enc. 15)
- Action           f.      Four-Year Probationary Appointment(s) (Enc. 16)
- Action           g.      Temporary Appointment for 2024 – 2025 School Year (Enc. 17)
- Action           h.      Temp-On-Call and Substitute(s) (Enc. 18)
- Action           i.      Additional Work 2023 – 2024 (Enc. 19)
- Action           j.      Additional Work 2024 – 2025 (Enc. 20)
- Action           k.      Special Projects Administrator (Enc. 21)
15. BOARD OF COOPERATIVE EDUCATIONAL SERVICES
- Action           a.      Internal Audit (Enc. 22)
- Action           b.      Corrective Action Plan (Enc. 23)
- Action           d.      Non-Component Special Education Summer School 2025 (Enc. 24)
- Action           e.      Certification of Initial Lead Evaluators (Enc. 25)
- Action           f.      Requests for Approval to Attend Conference/Workshop (Enc. 26)
- No Action      16. OTHER
- No Action      17. NEXT BOARD MEETING
- Wednesday, November 13, 2024, at the Yandon-Dillon Educational Center in Mineville –  
                    Proposed Executive Session at 6:00 pm
- No Action      18. REPORTS FROM DIRECTORS (Enc. 27)
- Action          19. 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**

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 10, 2024	CV-TEC OWS Open House – US Oval – 5:00 pm
October 16, 2024	Special Education Family Night – WAF 4:00 pm – 6:00 pm
October 17, 2024	CVES 75 <sup>th</sup> Anniversary Walk-Through & Gala
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
May 15, 2025	NTHS Ceremony (Mineville Campus) Moriah CSD – 6:00 pm
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
June 25, 2025	CV-TEC Mineville Graduation Ceremony – Moriah Central School – 7:00 pm
TBD	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 Sept. 19, 2024 Regular Board meeting. (attached)

### **ENC. 2**

Recommend that the Board approve the Annual Independent Audit, performed by West & Company, CPA, PC for the 2023 – 2024 school year.

### **ENC. 3**

Recommend that the Board adopt the CVES 2024 – 2027 District Strategic Plan for Continuous Improvement.

### **ENC. 4**

Recommend that the Board approve the Treasurer's Reports from August 31, 2024. (attached)

### **ENC. 5**

Recommend that the Board approve the Extraclassroom Treasurer's Reports from August 31, 2024. (attached)

### **ENC. 6**

Recommend that the Board approve the Certification of Warrant for Sept. 2, 2024 to Sept. 30, 2024. (attached)

### **ENC. 7**

Recommend that the Board approve the following Special Aid Fund project:

1. WIOA, Title II, Adult Basic Education & Literacy Services Special Aid Fund project in the amount of \$79,565, for the period of July 1, 2024 through June 30, 2025. (CV-TEC)
2. WIOA, Title II, Incarcerated and Institutionalized Education (Essex County) Special Aid Fund project in the amount of \$203,000, for the period of July 1, 2024 through June 30, 2025. (CV-TEC)
3. WIOA, Title II, Incarcerated and Institutionalized Education (Clinton County) Special Aid Fund project in the amount of \$203,000, for the period of July 1, 2024 through June 30, 2025. (CV-TEC)

### **ENC. 7 (Continued)**

4. NYS Basic Literacy – Essex County Special Aid Fund project in the amount of \$150,000, for the period of July 1, 2024 through June 30, 2025. (CV-TEC)
5. NYS Basic Literacy – Clinton County Special Aid Fund project in the amount of \$150,000, for the period of July 1, 2024 through June 30, 2025. (CV-TEC)
6. Perkins V Special Aid Fund project in the amount of \$119,636 for the period of July 1, 2024 through June 30, 2025. (CV-TEC)

### **ENC. 8**

Recommend that the Board approve the following Special Aid Fund project budget increase:

1. Increase the Core Rehabilitation Service (CRS) Special Aid Fund project budget from \$455,005 to \$750,000 for the period of January 1, 2024, through December 31, 2024, due to the increase of services provided. (Rise Center)

### **ENC. 9**

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

1. Increase the Health Insurance/Workers Compensation Insurance Coordination budget (Co-Ser 602) from \$781,169 to \$827,419 for the 2024 – 2025 School Year to accommodate for additional EAP costs to be reimbursed by the CEWW Health Insurance Consortium. (Mgmt. Services)
2. Increase the Central School Food Management budget (Co-Ser 642) from \$698,569 to \$719,569 for the 2024 – 2025 School Year to accommodate for an additional service request by Plattsburgh City SD. (Mgmt. Services)
3. Increase the Central Business Office budget (Co-Ser 675) from \$791,000 to \$995,000 for the 2024 – 2025 School Year to accommodate for an additional service request by Schroon Lake CSD. (Mgmt. Services)
4. Increase the WAF Extended School Year Budget (Co-Ser 791) from \$20,251 to \$32,188 for the 2024 – 2025 school year to accommodate the increased costs due to the addition of services for Mooers Summer Food Service Program. (Mgmt. Services)

### **ENC. 10**

Recommend that the Board approve the following employee to be approved as CV-TEC Extracurricular Student Activity Fund Club Advisor:

1. Charles Johnson, LPN

Club Advisor will receive no additional compensation.

### **ENC. 11**

Recommend that the Board terminate the following person in accordance with Civil Service Law:

1. Christina Yates, Teacher Aide/ Student Aide, effective October 10, 2024

### **ENC. 12**

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

1. Randa Newell, Teacher Aide/ Student Aide, effective November 11, 2024

### **ENC. 13**

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

1. Kathleen Sullivan, Teacher Aide/ Student Aide, effective September 30, 2024
2. Morgyn Cassavaugh, Teaching Assistant, effective October 9, 2024
3. Todd Clowney, Electrical Design, Installation and Alternative Energy Teacher, effective October 12, 2024
4. Lisa Bulriss, Temp-on-call Accountant, effective November 21, 2024

### **ENC. 14**

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

1. Randy Lozier, Interscholastic Athletics Coordinator, effective September 26, 2024
2. Hayden Reidy, Business Manager (Schools), effective September 19, 2024
3. Laura Supley, Teacher Aide/ Student Aide, effective October 22, 2024
4. Suezanne Dumar, Account Clerk/ Typist, effective October 18, 2024
5. Debra Rogers, Teacher Aide/ Student Aide, effective October 28, 2024
6. Dale Bracy, Cook Manager, effective October 30, 2024

## **ENC. 14 (Continued)**

7. Andrew Brousseau, Teacher Aide/ Student Aide, effective November 5, 2024
8. Victoria Paiser, Teacher Aide/ Student Aide, effective November 13, 2024

## **ENC. 15**

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

1. Name: Katharine Tufo (was provisional)  
Position: Digital Print Machine Operator  
Effective Date: September 26, 2024  
Tentative Permanent Date: February 27, 2025
2. Name: Christine Waters (was provisional)  
Position: Account Clerk/ Typist  
Effective Date: September 26, 2024  
Tentative Permanent Date: August 19, 2025
3. Name: Mary Murphy  
Position: Occupational Therapist 40%  
Effective Date: September 23, 2024  
Tentative Permanent Date: September 23, 2025  
Annualized Salary: \$70,000  
FTE Adjusted Salary: \$28,000
4. Name: Elke Groth  
Position: Occupational Therapist Assistant  
Effective Date: October 9, 2024  
Tentative Permanent Date: October 9, 2025  
Annualized Salary: \$44,000
5. Name: Randa Newell  
Position: Teacher Aide/ Student Aide  
Effective Date: November 13, 2024  
Tentative Permanent Date: November 13, 2025  
Annualized Salary: \$24,500



## **ENC. 16**

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

1. Name: Adele Huchro (was temporary)  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: August 29, 2024  
Tentative Tenure Date: August 29, 2028  
Certification Status: Teaching Assistant, Level 1
2. Name: Tammy Cringle (was temporary)  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: September 19, 2024  
Tentative Tenure Date: September 19, 2028  
Certification Status: Teaching Assistant, Level 1
3. Name: Nicole Soden (was temporary)  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: September 21, 2024  
Tentative Tenure Date: September 21, 2028  
Certification Status: Teaching Assistant, Level 1

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

## **ENC. 17**

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

1. Name: Anne Taylor  
Position: Teaching Assistant  
Effective Date: September 23, 2024  
Certification Status: Uncertified  
Annualized Salary: \$29,750
2. Name: Kaden Douglas- LaDuke  
Position: PreCTE Food Service Teacher  
Effective Date: October 2, 2024

**ENC. 17 (Continued)**

Certification Status: Uncertified  
Annualized Salary: \$50,500

**ENC. 18**

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>
Brian Callahan	Teacher
Frank Gilbo	Teacher
Brian Callahan	Teaching Assistant
Frank Gilbo	Teaching Assistant
Alyssa Koch	Teaching Assistant

**ENC. 19**

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

<u>Stipend Positions, Compensation per collective bargaining agreement</u>	
Heather Agoney	PBIS Coordinator, Plattsburgh

**ENC. 20**

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

<u>Stipend Positions, Compensation per collective bargaining agreement</u>	
Joanne Mazzotte	NYHS Advisor, Mineville
Eric Jock	Greenhouse, Plattsburgh
Eric Jock	Maple Sugaring, Plattsburgh
Michelle Lawrence	ESY Program Leadership, Plattsburgh
Crystal Rhino	ESY Program Leadership, Plattsburgh
Tina Mitchell	ESY Program Leadership, Mineville

<u>Classroom Moves, hourly rate of pay per contract</u>	
Penny Comes	Not-to-exceed 3 hours

## **ENC. 21**

Recommend that the Board approve the following Special Projects Administrator(s) for the 2024 – 2025 school year:

1. Gregory Myers, \$50/hr

## **ENC. 22**

Recommend that the Board approve the Annual Internal Audit, performed by Management Advisory Group for the 2023 – 2024 school year.

## **ENC. 23**

Recommend that the Board approve the Corrective Action Plan in response to the June 2024 Internal Audit Risk Assessment Final Report. (attached)

## **ENC. 24**

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 and to pay the actual costs of operating the 2025 Summer Program, notwithstanding State Education Department tuition rates:  
Saranac Lake, Malone, North Warren, Lake Placid, and Chateaugay  
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

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

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 October 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. 25**

Recommend that the Board approve the following Initial Lead Evaluator Certifications:

1. The individual listed below has attended various CVES in-house meetings and state, regional, and/or local professional development offerings. Most recently the individual attended Gearing Up on August 21, 2024 and day two of training on September 17, 2024, to be considered by the BOCES for initial certification as Lead Teacher Evaluator

Kevin Shaw

## **ENC. 26**

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  
Rural Schools Association Board of Directors Meeting  
November 7, 2024  
Genessee Valley BOCES – Batavia, NY (Overnight accommodations needed)

## **ENC. 27**

Board Reports (attached)

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

DATE: September 19, 2024  
KIND OF MEETING: Regular Board Meeting  
PLACE: Yandon-Dillon Education Center, Mineville, NY

Board Members Present:

Leisa Boise  
Bob Bourgeois  
Kathy Comins-Hunter  
Ed Marin  
Bruce Murdock  
Emily Phillips  
Lori Saunders  
Michael St. Pierre  
Eddie Webbinaro

Board Members Absent:

Dina Garvey  
Patricia Gero  
Richard Harriman, Sr.  
Donna LaRocque  
Emily Reynolds Bergh  
Donna Wotton

Others Present:

Jacqueline Kelleher, Esq.  
Dr. Eric Bell  
Amy Campbell  
Michele Friedman  
Dr. Matthew Slattery

Executive Officer:

Dr. Mark Davey

Board Clerk:

Katelyn Smart

MEETING  
TO ORDER

Board President Michael St. Pierre called the meeting to order at 6:06 pm.

EXECUTIVE  
SESSION

Mr. Murdock. moved, seconded by Mrs. Boise, that the Board go into Executive Session at 6:07 pm for the following reasons: #5 - A matter of collective negotiations pursuant to article 14 of Civil Service Law (the Taylor Law); #6 - A matter of the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation; and #8 - A matter of the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by the School District if such discussion publicity would substantially affect the value thereof.

In the Executive Session, Dr. Davey and Mrs. Jaqueline Kelleher, Esq., from the law firm of Stafford, Owens, Murnane, Kelleher, Miller, Meyer, and Zedick, PLLC, to confirm the CVES Organizational Chart updates with several title reclassifications. Multiple individual contracts were discussed, as well as Memorandums of Agreement, prior to their recommendation for approval in the evening's Board meeting. The revised CVES Organization chart is on the agenda for its second reading and approval tonight. Second, Dr. Bell and Ms. Campbell were invited to the Executive Session. Dr. Davey and Dr. Bell provided a confidential Capital Project and CTE expansion update, including consideration of options for expansion for our Mineville campus. Third, Dr. Davey and the Board reviewed several confidential Personnel matters and updates. Lastly, various position proposals to meet CVES enrollment and services expanded needs were reviewed along with Labor Relations updates.

Mrs. Boise moved, seconded by Mrs. Phillips, that the Board come out of Executive Session at 7:13 p.m. All Board Members present voted yes, and the motion was carried.

**CVES CAPITAL  
PROJECT & CTE  
EXPANSION  
UPDATE**

Dr. Davey introduced Dr. Bell, Assistant Superintendent of Management Services, who provided a brief update on Phase 2 of the CVES Capital Project. An update was provided on the recently identified issue regarding airflow in the classrooms and needed change orders necessary to resolve and fix the issues for the long-term solution. Our O&M team, along with the contractors, worked together on this project. There is temporary fin tube covers in place, and there are contractors working the second shift to remove those and install the permanent ones when they arrive.

Next, Dr. Bell spoke about the two CTE Expansion Presentations held the last week in August at Boquet Valley CSD and at the CVES Learning Hub Conference Center for the component districts' Boards of Education members. Dr. Bell shared feedback gathered and questions from the presentations. The CTE Expansion Presentation was sent to the CSOs for sharing with all the component Boards of Education members. To conclude the update, Dr. Davey thanked Dr. Bell and our O&M Team for their collaboration with our contractors and Construction Team this summer and the hard work to prepare all our CVES buildings for our 2024 – 2025 opening of school and the return of staff and students.

**DS UPDATE**

Dr. Davey began his District Superintendent's Update by speaking about the exceptional two opening Superintendent's Conference Days to start the 2024 – 2025 School Year with our staff. He thanked the Board members who were able to attend the Opening Session, and he acknowledged the Board President, Mr. St. Pierre, for his excellent speech, which helped set our exciting tone for the entire day. It was a fantastic day. Mr. Mike Veny, the keynote speaker for Opening Day, was inspiring and helped bring positive energy to our staff to start the school year.

Second, Dr. Davey shared a brief overview of Dr. Vicky Ramos's initial visit to meet staff and tour CVES prior to kicking off our 2024 – 2025 Strategic Planning meetings with the DPT and the Divisional teams. Dr. Vicky Ramos is our new Strategic Planning Facilitator, and she was impressed with our learning environment, and work culture found throughout CVES. She is looking forward to working with CVES.

Third, Dr. Davey and the DS Cabinet provided highlights with an accompanying 2024 - 2025 Opening of the School Year with students and staff PPT Presentation. Dr. Davey began by thanking the CVES leadership team, support staff, and O&M for their hard work and preparation for the school year's opening. Dr. Davey again thanked President St. Pierre and his outstanding speech and alignment with our 75th Anniversary and more than a decade of our Strategic Planning work as a BOCES. Dr. Davey shared several highlights from his Opening DS Presentation, including a 75-year commitment to providing excellent educational programs and services to our component districts. Dr. Davey mentioned "*CVES Over the Years*" slides with pictures of the staff, and he acknowledged the contributions of our outstanding staff, administrators, and Board Members over the years. Dr. Davey asked his DS Cabinet to share their thoughts about Opening Day for their divisions of CVES.

First, Dr. Bell spoke about the CVES Polos all the CVES administrators wore to Opening Day. This gesture symbolized our administrative leadership and unity, and it was the first time they had done it. Dr. Bell then recapped our CVES O&M team's accomplishments prior to Opening Day. There were over four hundred gallons of paint used to make our buildings ready for the new school year. Many of our staff commented they had never seen our building look so refreshed and clean. Dr. Bell highlighted the essential role HR/Management Services plays in onboarding new staff. There were over one hundred new staff members onboarded within the past few months. The CVES New Employee Orientation was successfully facilitated by Ms. Campbell along with Management Services on Wednesday, August 28, 2024. Dr. Bell also shared that the CVES External Audit conducted in the month of August led to positive feedback from the auditors and a clean report. This Audit report will be approved at the October Board Meeting and is an endorsement of CVES' strong financial systems and operations.

Next, Ms. Amy Campbell, Assistant Superintendent for Educational Services, spoke about CVES's preparation for our Opening Day and the first days with students. School Support Services (S<sup>3</sup>) were busy throughout August preparing. The annual Gearing Up Professional Development workshop was held at our CVES Learning Hub Conference Center on Wednesday, August 21, 2024. The annual workshop helps our regional administrators and superintendents prepare for a strong start to the school year. S<sup>3</sup> teamed up with Management services to host the New Employee Orientation for over forty new staff members. Our Communications and IT teams have been working non-stop throughout the summer with CVES and our component districts. The print shop has been working at full capacity all summer, and our Grant Specialist has worked hard to make sure our component school district's grants were all completed prior to our August 31<sup>st</sup> deadline.

Third, Mrs. Michele Friedman, our CVES Director for Career and Technical Education (CTE), began by thanking her CV-TEC leadership team and 12-month support staff for their hard work throughout the summer. The CVES leadership team met weekly all summer looking at their leadership values as a division. The CV-TEC administrators looked deeply at their leadership structure, their personal leadership profile, and how they can grow and support teachers, other staff members, and students. They narrowed down their priorities and focused on sharing an exceptional first day with staff and students. This year, CV-TEC is focusing on teaching and modeling their work, being "Authentic" and "Personal." Mrs. Friedman closed by sharing their new process this year, of providing a college-like "Welcome Packet" for both students and staff members of CV-TEC to start the year.

Fourth, Dr. Matthew Slattery, Director of Special Education, spoke about the Rise Center for Success, which focuses on meeting the specialized needs of their students. There were two weeks between the end of the ESY (Extended School Year) program and the first day with students for the 2024 – 2025 school year. Rise Center staff was invited for a 2-day training called *Ignite*. It was excellent. The training emphasized clearly defining roles and strengthening our teams within the division. The teaching assistants came in to collaborate with their teachers. The Rise Center utilized yard-sized Jenga blocks for team building; each block is essential to the stability and continual growth of the tower. Dr. Slattery spoke about the feeling you get from watching a student get off the bus and see their go-to adult

from the previous year, with warm, authentic greetings and reconnecting with the students and their caring adult.

Cabinet closed out their discussion of Opening Day talking about the feeling in the air from the staff thunder stick participation with Mike Veny. Ms. Vicki Demarse-Giroux, our CVES Benefits Director has been instrumental in setting these events up for CVES. The support of staff is an area we are working to improve across our BOCES Region. CVES is now establishing an Employee Assistance Program to support mental health and well-being. Dr. Bell is collaborating with a new member of the Management Services team, a retired administrator, to create this new Co-Ser with its kickoff in the next few weeks.

Lastly, Dr. Davey closed out the DS Update by sharing information about the upcoming CVES 75th Anniversary events on Thursday, October 17, 2024. The NYS Commissioner of Education, Dr. Betty Rosa, will be visiting CVES starting on Thursday morning and visiting classrooms and meeting with staff. We will host a Commissioner's Roundtable with CSOs, and a 75th Anniversary Press Conference at 1:30 pm at the Learning Hub Conference Center. There will be a 75<sup>th</sup> Anniversary Celebration and Program on Thursday evening at the Westside Ballroom. This Celebration Event will feature networking and hors d'oeuvres, so it is more cost-effective for all attendees. We are inviting all our Board members. During the Celebration event, we will also provide an update from the CVES Foundation; the Foundation will have its first Board meeting on September 25, 2024.

The next CVES Board meeting is October 9, 2024, at the CVES Learning Hub Conference Center in Plattsburgh.

**PREVIOUS  
MINUTES**

Mr. Murdock moved, seconded by Mrs. Boise, to approve the minutes of the August 21, 2024, meeting as amended. All Board Members present voted yes—motion carried.

**CONSENT  
AGENDA  
FINANCIAL**

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

**TREASURER'S  
REPORTS**

Approve the Treasurer's Reports from June and July 2024. (attached)

**EXTRA-  
CLASSROOM  
TREASURER'S  
REPORTS**

Approve the Extraclassroom Treasurer's Reports from the June and July 2024. (attached)

**CERTIFICATION  
OF WARRANT**

Approve the Certification of Warrant for August 13, 2024 to August 30, 2024. (attached)

**RENTAL  
AGREEMENT**

Approve the following resolution:

1. Approve a resolution to allow Clinton-Essex-Warren-Washington BOCES to enter into a rental agreement, or agreements, for the rental of an excavator for use by the



Mineville Campus Conservation Program. The approximate duration of the rental period is September 12, 2024 through June 30, 2025 with a total expenditure not anticipated to exceed \$32,400. Be it further recommended that the CVES District Superintendent be granted authority to enter into rental agreements contingent upon CVES' attorney approval.

**ACAP  
AGREEMENT**

Approve the following agreement:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and Adirondack Community Action Programs, Inc. (ACAP), under which BOCES will provide breakfast and lunch meals to ACAP preschool students and staff at the Mineville campus during the 2024-25 school year. ACAP agrees to pay BOCES the following meal prices: \$3.14 for each student breakfast; \$4.60 for each student lunch; \$3.19 for each adult breakfast; \$5.66 for each adult lunch. ACAP will also pay BOCES \$30,000 as their share of the cost for a food service helper position at the Mineville cafeteria for the 2024-25 service period. (Management Services)

**CV-TEC EXTRA-  
CURRICULAR  
STUDENT  
ACTIVITY FUND  
CLUB ADVISORS**

Approve the following employees to be approved as CV-TEC Extracurricular Student Activity Fund Club Advisors:

Cosmetology (Reflections)  
Cosmetology (Reflections)  
Cosmetology (The Razor's Edge)  
North Country Loggers  
North Country Loggers  
LPN  
LPN  
SkillsUSA (Mineville & Plattsburgh)  
FFA  
FFA  
FFA  
FFA  
FFA

Kimberly Lincoln (Co-Advisor)  
Lisa Banker (Co-Advisor)  
Kylee Gonyea (Mineville)  
Eric Jock (Co-Advisor)  
Wyatt Warren (Co-Advisor)  
Kelly Gowett (Co-Advisor)  
Maria Hurteau (Co-Advisor)  
Nicole Santaniello  
Anika Craig  
Madison Peryea  
Eric Jock  
Erin Meyer  
Wyatt Warren

Club Advisors will receive no additional compensation.

**REMOVE FROM  
CONSENT  
AGENDA**

Mrs. Boise moved, seconded by Mr. Murdock, to remove Enclosure 14, Provisional Appointment (Civil Service) from the consent agenda.

All Board Members voted yes—motion carried.

**CONSENT  
AGENDA  
PERSONNEL**

Mrs. Boise moved, seconded by Mr. Murdock, to approve the following Consent Agenda Personnel items as amended.

All Board Members voted yes—motion carried.

AMENDMENTS

JUNE 2024

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

Recommend that the Board appoint the following person(s) to a Temporary Appointment as follows for the 2024 -25 school year:

1. Name: Kenny Allen  
Position: Welding Teacher  
Effective Date: July 1, 2024 September 3, 2024 – June 30, 2025  
Certification Status: Teaching Assistant, Level 1  
Annualized Salary: \$50,500

AMEND

AUGUST 2024

Amend the following appointment that was approved at the August 21, 2024 Board Meeting:

Recommend that the Board approve the following Resolution:

1. BE IT RESOLVED that the Board, upon the recommendation of the District Superintendent, hereby appoint Kevin Shaw to the position of CV-TEC Principal in the administrative tenure area, contingent upon receiving his Internship Certificate for School Building Leader, effective August 22 23, 2024, for a Four-Year probationary period commencing on August 22 23, 2024 and expected to end on August 22 23, 2028. Initial salary will be prorated, based on an annual salary of \$94,000 for 2024 – 2025.

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

1. 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~~ \$55,000

Recommend the Board amend the following resignation from the August 21, 2024 meeting:

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

1. Jordan McGinness, School Lunch Manager, effective ~~August 19, 2024~~ August 20, 2024

**RESIGNATION(S) Accept the following letter(s) of resignation:**

**BENWARE,**

**RYAN, MISIK,**

**ROSELLI,**

**BISHOP,**

**CHENEY, SMITH,**

**BAILEY, SHAW,**

**& JAQUISH**

1. Alexander Benware, Teacher Aide/ Student Aide, effective August 5, 2024
2. Dustin Ryan, Teacher Aide/ Student Aide, effective August 20, 2024
3. Deborah Misik, PreCTE Food Service Teacher, effective August 26, 2024
4. Brandy Rosselli, Teaching Assistant, effective August 27, 2024
5. LeeAnn Bishop, Account Clerk/ Typist, effective August 31, 2024
6. Fay Cheney, Vehicle Mechanical Repair Teacher, effective September 2, 2024
7. Patrese Smith, Teacher Aide/ Student Aide, effective September 5, 2024
8. Heather Bailey, Teaching Assistant, effective September 19, 2024
9. Kevin Shaw, Building Trades/ Carpentry Teacher, effective August 23, 2024 for the purpose of accepting a CV-TEC Principal Position
10. Lauren Jaquish, Teaching Assistant, effective September 3, 2024 for the purpose of accepting a Registered Behavior Technician position

**PERMANENT  
APPOINTMENT  
(CIVIL SERVICE)**

**HOFMANN,**

**DAUPLAISE,**

**BOUYEA,**

**BARTON,**

**& BONE**

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

1. Reed Hofmann, Physical Therapist, effective September 5, 2024
2. Scarlett Dauplaise, Teacher Aide/Student Aide, September 19, 2024
3. Kaitlyn Bouyea, Benefits Specialist, September 17, 2024
4. Caleb Barton, Computer Specialist, effective September 20, 2024
5. Ryan Bone, Junior Accountant, effective September 25, 2024

**52-WEEK CIVIL  
SERVICE  
PROBATIONARY  
APPOINTMENT**

**DIALLO,**

**BOUYEA,**

**LUPOSELLO,**

**ARNOLD,**

**BASSETT,**

**JAQUISH,**

**WAWRZYNSKI,**

**MARTINEAU,**

**SULLIVAN &**

**NORWOOD**

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

1. Name: Madany Diallo (was provisional)  
Position: Computer Specialist  
Effective Date: July 26, 2024  
Tentative Permanent Date: July 8, 2025
2. Name: Kaitlyn Bouyea (was provisional)  
Position: Benefits Specialist  
Effective Date: September 5, 2024  
Tentative Permanent Date: September 17, 2024
3. Name: Sarah Luposello (was provisional)  
Position: Personnel Specialist  
Effective Date: September 5, 2024  
Tentative Permanent Date: January 3, 2025
4. Name: Katelyn Parrow Arnold (was provisional)  
Position: Personnel Specialist  
Effective Date: September 5, 2024

Tentative Permanent Date: January 8, 2025

5. Name: Tami Bassett (was provisional)  
Position: Personnel Specialist  
Effective Date: September 5, 2024  
Tentative Permanent Date: March 18, 2025
6. Name: Lauren Jaquish  
Position: Registered Behavior Technician  
Effective Date: September 3, 2024  
Tentative Permanent Date: September 3, 2025  
Annualized Salary: \$36,000
7. Name: Nicholas Wawrzynski  
Position: Custodial Worker  
Effective Date: September 5, 2024  
Tentative Permanent Date: September 5, 2025  
Annualized Salary: \$35,363
8. Name: Molly Martineau  
Position: Teacher Aide/ Student Aide  
Effective Date: September 9, 2024  
Tentative Permanent Date: September 9, 2025  
Annualized Salary: \$21,686
9. Name: Kathleen Sullivan  
Position: Teacher Aide/ Student Aide  
Effective Date: September 9, 2024  
Tentative Permanent Date: September 9, 2025  
Annualized Salary: \$21,686
10. Name: Emily Norwood  
Position: Registered Behavior Technician  
Effective Date: September 23, 2024  
Tentative Permanent Date: September 23, 2025  
Annualized Salary: \$36,000

**FOUR-YEAR  
PROBATIONARY  
APPOINTMENTS  
GOUGH**

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

1. Name: Payton Gough  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: September 3, 2024  
Tentative Tenure Date: September 3, 2028

Certification Status: Teaching Assistant, Level I  
Annualized Salary: \$29,750

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

TEMPORARY  
APPOINTMENTS  
2024 – 2025  
CALLANAN,  
JOCK,  
SUPERNALT, &  
COSTELLO

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

1. Name: Kathleen Callanan  
Position: Teaching Assistant  
Effective Date: September 3, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$29,750
2. Name: Eric Jock  
Position: Environmental Conservation & Forestry Teacher  
Effective Date: September 12, 2024 – June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$50,500
3. Name: David Supernault  
Position: Auto Technology Teacher  
Effective Date: September 30, 2024 - June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$50,500
4. Name: Nolan Costello  
Position: Construction Trades Teacher  
Effective Date: October 7, 2024 - June 30, 2025  
Certification Status: Uncertified  
Annualized Salary: \$50,500

TEMPORARY  
GRANT  
APPOINTMENTS  
MC SHANE &  
CORTHELL

Approve the following Temporary Grant Appointment from August 23, 2024 – December 30, 2024:

1. Robert McShane, Work Study Student, not-to-exceed 160 hours at \$15.00/hour
2. Brainna CortHELL, Work Study Student, not-to-exceed 160 hours at \$15.00/hour

**TEMP-ON-CALL  
& SUBSTITUTE  
POSITIONS  
2024 - 2025**

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

<u>Name</u>	<u>Position</u>
Kevin Shaw	Principal
Katelyn Belair	Food Service Helper
Diane Katzfey	Teacher Aide/ Student Aide
Michael Mitchell	Teacher Aide/ Student Aide
Kyle Smith	Teacher Aide/ Student Aide
Elora Langley	Teacher
Elora Langley	Teaching Assistant

**ADDITIONAL  
WORK  
2024 – 2025**

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

Continuation of Normal Workday Duties, hourly rate of pay

Dale Bracy	Not-to-exceed 7 hours
James Anderson	Not-to-exceed 20 hours
Nichole Strong	Not-to-exceed 100 hours
Christie Lee	Not-to-exceed 100 hours
Shannie Hicks-Wilson	Not-to-exceed 100 hours
Lindsey Gilmore	Not-to-exceed 100 hours

Continuation of Normal Workday Duties, daily rate of pay

Jocelyn Lopez	Not-to-exceed 8 days
Zachary Zarling	Not-to-exceed 5 days

Trainings, hourly rate of pay per contract

Arianna Menard (TCIS)	Not-to-exceed 6.5 hours
Casandra Kellaway (TCIS)	Not-to-exceed 6.5 hours
Donna Lindsay (TCIS)	Not-to-exceed 6.5 hours
Heather Agoney (TCIS)	Not-to-exceed 6.5 hours
Janeen Defayette (TCIS)	Not-to-exceed 6.5 hours
Kelly Tursky (TCIS)	Not-to-exceed 6.5 hours
Nancy Davidson (TCIS)	Not-to-exceed 6.5 hours
Robert Holt (TCIS)	Not-to-exceed 6.5 hours
Tammy Ann Smith (TCIS)	Not-to-exceed 6.5 hours
Patrick McCaffrey (TCIS)	Not-to-exceed 6.5 hours
Celia Briggs (TCIS)	Not-to-exceed 6.5 hours
Realelena Hurley (TCIS)	Not-to-exceed .5 hours
Roxana Palmer (TCIS)	Not-to-exceed .5 hours
Bridget Trombley (Ignite Training)	Not-to-exceed 12 hours
Christopher Falvey (Ignite Training)	Not-to-exceed 12 hours
Alyssa Morin (Ignite Training)	Not-to-exceed 6 hours
Audrey Crucetti (Ignite Training)	Not-to-exceed 6 hours
Dawn Bordeau (Ignite Training)	Not-to-exceed 6 hours
Hailey Reynolds (Ignite Training)	Not-to-exceed 6 hours
Jeffrey Parker (Ignite Training)	Not-to-exceed 6 hours

Joshua Prue (Ignite Training)	Not-to-exceed 6 hours
Kayla Laughlin (Ignite Training)	Not-to-exceed 6 hours
Lynasia Rabideau (Ignite Training)	Not-to-exceed 6 hours
Mikayla Defayette (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
Tammy Cringle (Ignite Training)	Not-to-exceed 6 hours
Taylor Galarneau (Ignite Training)	Not-to-exceed 6 hours
Rebekah Riley (Ignite Training)	Not-to-exceed 6 hours
Kathleen Callanan (Ignite Training)	Not-to-exceed 6 hours

<u>Program Development, hourly rate of pay per contract</u>	
Cynthia Moran (Curriculum Development)	Not-to-exceed 18 hours

<u>Classroom Moves, hourly rate of pay per contract</u>	
Alaina Weare	Not-to-exceed 14 hours
Tyler Puchrik	Not-to-exceed 14 hours
Donna Wyant	Not-to-exceed 14 hours
Andrew Tedford	Not-to-exceed 6 hours
Chelsea Benway	Not-to-exceed 6 hours
Emily Duquette	Not-to-exceed 6 hours
John Law	Not-to-exceed 6 hours
Kathleen Kotsogiannis	Not-to-exceed 6 hours
Kayla Mills	Not-to-exceed 6 hours
Kendra Snide	Not-to-exceed 6 hours
Rebekah Riley	Not-to-exceed 6 hours
Sarah Agnew	Not-to-exceed 6 hours
Shanna Rivers	Not-to-exceed 6 hours

<u>Trainings, \$31/hr</u>	
Payton Gough (Ignite Training)	Not-to-exceed 6 hours
Elizabeth Otto (New CTE Teacher Training)	Not-to-exceed 14 hours

CVES NEW  
EMPLOYEE  
ORIENTATION  
COMPENSATION

Approve the following list of employees to receive compensation for attending the CVES  
New Employee Orientation on August 28, 2024:

- Hourly rate of pay per contract
- Danielle Sherman
  - Hailey Reynolds
  - Heather Bailey
  - Jillian Zieger
  - Joshua Prue
  - Kathleen Callanan
  - Katie Gadway
  - Laurie Dubay
  - Lia Hemingway

Lindsey Gilmore  
Lynasia Rabideau  
Madison Peryea  
Meghan Drollette  
Melissa Whitley  
Nancy St. Marie  
Payton Gough  
Sarah Ballard  
Suzette Montville  
Tammy Cringle  
Taylor Galarneau  
Tiffany Recor  
Wyatt Warren

Hourly rate of pay  
Michael Mills  
Julia Imler  
Christina Goddeau

2023 – 2024  
ANNUAL  
REPORT ON  
RESERVES

2023 – 2024 Annual Report on Reserves (attached for informational purposes only)

CROSS  
CONTRACT  
BUDGET  
INCREASES

Per the resolution adopted by the CVES Board, the “District Superintendent is authorized to approve budget increases related to cross-contracted service budgets.” This option is utilized when board approval to increase a cross-contracted service budget could not be obtained before the end of the fiscal year due to unanticipated year-end purchases by our component districts from other BOCES. When the District Superintendent acts in this capacity, the authorization must be reported to the Board within 90 days.

1. The Distance Learning – Capital Region BOCES budget (Co-Ser 431) was increased from \$251,750 to \$276,142, for the 2023 – 2024 school year, to accommodate for additional service requests from AuSable Valley & Chazy. (S<sup>3</sup>)
2. The Energy Coordination – OCM BOCES budget (Co-Ser 611) was increased from \$628 to \$731, for the 2023 – 2024 school year to accommodate for additional service request from Keene. (S<sup>3</sup>)
3. The Drug & Alcohol Testing – Jefferson Lewis BOCES (Co-Ser 624) budget was increased from \$25,000 to \$26,316, for the 2023 – 2024 school year, to accommodate for additional service requests from AuSable Valley, Beekmantown, Boquet Valley, Chazy Central Rural School, Moriah, Northeastern Clinton, Northern Adirondack, Peru, & Saranac. (S<sup>3</sup>)
4. The Insurance ACA Reporting – FEH BOCES (Co-Ser 634) budget was increased from \$82,000 to \$97,515, for the 2023 – 2024 school year, to accommodate for additional service requests from AuSable Valley, Beekmantown, Boquet Valley,



Chazy Central Rural School, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh, & Schroon Lake. (Mgmt. Svcs)

5. The Shared Business Office – FEH BOCES (Co-Ser 657) budget was increased from \$482,122 to \$486,556, for the 2023 – 2024 school year, to accommodate for additional service request from Boquet Valley. (Mgmt. Svcs)

**MEMORANDUM  
OF AGREEMENT  
SPEECH  
LANGUAGE  
PATHOLOGIST**

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

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

All Board Members present voted yes—motion carried.

**TELESERVICES  
AGREEMENT**

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

1. Agreements between Clinton-Essex-Warren-Washington BOCES and Sunbelt Staffing, LLC (“Sunbelt”) for the purpose of obtaining temporary employee services from Sunbelt for two (2) Telepractitioners for Speech Language Pathology services at the Rise Center. The Agreements will commence approximately on September 5, 2024, and will end June 27, 2025, unless terminated by BOCES with a 60-day written notice. The rate of services is \$89 per hour, with the total payable amount for the term of the agreement not anticipated to exceed \$230,530. (Rise Center) (Attached)

All Board Members present voted yes—motion carried.

**LEAD  
EVALUATOR  
CERTIFICATION**

Mr. Murdock moved, seconded by Mrs. Boise that the Board approve the following Lead Evaluator Certifications:

1. The re-certification of the following Lead Teacher Evaluators for the 2024 – 2025 school year, who have attended various CVES in-house meetings and state, regional and/or local professional development offerings most recently Gearing Up on August 21, 2024 to be considered by the CVES BOCES for recertification as Lead Teacher Evaluators: Mark Brown, Amy Campbell, Adam Facticeau, Michele Friedman, Michelle Lawrence, Dr. Matthew Slattery, Matthew Walentuk, Susanne Ford-Croghan, Sanford Coakley, Thomas Tregan, and Tina Mitchell.
2. The re-certification of the following Lead Principal Evaluators for the 2024 – 2025 school year, have attended various CVES in-house meetings and state, regional and/or local professional development offerings, most recently Gearing Up on August 21, 2024, to be considered by the CVES BOCES for recertification as Lead Principal Evaluators: Amy Campbell, Michele Friedman and, Dr. Matthew Slattery.

All Board Members present voted yes—motion carried.

**APPROVAL TO  
ATTEND A  
CONFERENCE/  
WORKSHOP**

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

1. Leisa Boise, Patricia Gero, Richard Harriman Sr., Donna LaRocque, Ed Marin, Emily Phillips, Emily Reynolds Bergh, Lori Saunders & Donna Wotton  
2024 Rural Schools Association Winter Conference  
December 4-5, 2024  
Saratoga Springs, NY

All Board Members present voted yes—motion carried.

**ADOPT REVISED  
POLICY**

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

Revised Policy – Second Reading & Adopt  
1. #3023 Organizational Chart

All Board Members present voted yes—motion carried.

**52-WEEK CIVIL  
SERVICE  
PROBATIONARY  
APPOINTMENT  
SMITH**

Mr. Murdock moved, seconded by Mrs. Boise that the Board appoint the following person(s) to a 52-week Civil Service Probationary Appointment as follows:

1. Name: Patrese Smith  
Position: Teacher Aide/ Student Aide  
Effective Date: September 18, 2024  
Tentative Permanent Date: September 18, 2025  
Annualized Salary: \$25,000

All Board Members present voted yes—motion carried.

**TEMP-ON-CALL  
& SUBSTITUTE  
2024 – 2025  
HUCHRO**

Mrs. Phillips 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>
Allie Huchro	Teacher Aide/Student Aide

All Board Members present voted yes—motion carried.

**PROVISIONAL  
APPOINTMENT  
(CIVIL SERVICE)  
LYNCH**

Mrs. Boise moved, seconded by Mr. Murdock that the Board grant a Provisional Appointment (Civil Service) to the following person(s):

1. Name: Talia Lynch  
Position: Employment and Training Counselor  
Effective Date: September 16, 2024  
Annualized Salary: \$48,300

All Board Members present voted yes—motion carried.

**RESIGNATIONS  
BELL,  
FRIEDMAN &  
SLATTERY**

Mr. Murdock moved, seconded by Mrs. Boise that the Board accept the following letter(s) of resignation:

1. Eric Bell, Assistant Superintendent of Management Services, effective September 20, 2024 for the purpose of accepting a Deputy Superintendent position.
2. Michele Friedman, Director of Career and Technical Education, effective September 20, 2024 for the purpose of accepting an Executive Director of Career and Technical Education position.
3. Matthew Slattery, Director of Special Education, effective September 20, 2024 for the purpose of accepting an Executive Director of Special Education position.

All Board Members present voted yes—motion carried.

**THREE-YEAR  
PROBATIONARY  
APPOINTMENTS  
BELL,  
FRIEDMAN, &  
SLATTERY**

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

1. Eric Bell, Assistant Superintendent of Management Services, effective September 20, 2024 for the purpose of accepting a Deputy Superintendent position.
2. Michele Friedman, Director of Career and Technical Education, effective September 20, 2024 for the purpose of accepting an Executive Director of Career and Technical Education position.
3. Matthew Slattery, Director of Special Education, effective September 20, 2024 for the purpose of accepting an Executive Director of Special Education position.

All Board Members present voted yes—motion carried.

**EMPLOYMENT  
AGREEMENT  
BELL**

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

Recommend that the Board ratify the Employment Agreement by and between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and Deputy Superintendent, Eric Bell, effective July 1, 2024 through June 30, 2029.

All Board Members present voted yes—motion carried.

**MEMORANDUM  
OF AGREEMENT**

Mrs. Phillips moved, seconded by Mrs. Boise that the Board approve the following Memorandum of Agreement:

Recommend that the Board approve the Memorandum of Agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the CVES Managerial Employees that acknowledges the addition of the titles and base salary increases for Executive Director of Career and Technical Education and Executive Director of Special Education (attached.)

All Board Members present voted yes—motion carried.

**MEMORANDUM  
OF AGREEMENT  
DIRECTOR OF  
SCHOOL  
SUPPORT  
SERVICES**

Mr. Murdock moved, seconded by Mrs. Comins-Hunter that the Board approve the following Memorandum of Agreement:

Recommend that the Board approve the Memorandum of Agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and the CVES Managerial Employees that acknowledges the addition of the title Director of School Support Services (attached.)

All Board Members present voted yes—motion carried.

**EMPLOYMENT  
AGREEMENT  
AMENDMENT  
CAMPBELL**

Mrs. Phillips moved, seconded by Mrs. Boise that the Board approve the following Employment Agreement Amendment:

Recommend that Board approve the Amendment to the Employment Agreement by and between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and Assistant Superintendent for Educational Services, Amy Campbell, effective July 1, 2024 through June 30, 2029 (attached.)

All Board Members present voted yes—motion carried.

**DUE PROCESS  
RIGHTS  
AGREEMENT  
FRIEDMAN**

Mr. Murdock moved, seconded by Mrs. Boise that the Board approve the following Due Process Rights Agreement:

Recommend that the Board approve the Due Process Rights agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and Michele Friedman, Executive Director of Career and Technical Education.

All Board Members present voted yes—motion carried.

**DUE PROCESS  
RIGHTS  
AGREEMENT  
SLATTERY**

Mrs. Phillips moved, seconded by Mr. Webbinaro that the Board approve the following Due Process Rights Agreement:

Recommend that the Board approve the Due Process Rights agreement between Clinton-Essex-Warren-Washington Board of Cooperative Educational Services and Matthew Slattery, Executive Director of Special Education.

All Board Members present voted yes—motion carried.

**ADJOURNMENT**

Mr. Murdock moved, seconded by Mrs. Boise to adjourn the meeting at 8:06 pm.  
All Board Members present voted yes—motion carried.

**DRAFT**

Katelyn Smart, Board Clerk

**CLINTON-ESSEX-WARREN-WASHINGTON BOCES  
TREASURER'S REPORT - August 31, 2024**

**I. SUMMARY OF ACCOUNT ACTIVITY**

	Account Balances July 31, 2024	Receipts August	Disbursements August	Account Balances August 31, 2024	Receipts Year To Date	Disbursements Year To Date	Account Balances August 31, 2024
<b>CHECKING ACCOUNTS</b>							
Depository							
General Fund	\$ 5,972,762.37	\$ 3,427,151.54	\$ 2,833,230.77	\$ 6,566,683.24	\$ 8,045,470.26	\$ 6,086,090.98	\$ 6,566,683.24
Special Aid Fund	\$ (709,404.73)	\$ 403,192.50	\$ 683,742.41	\$ (989,954.64)	\$ 583,098.53	\$ 1,031,805.96	\$ (989,954.64)
School Lunch Fund	\$ 117,837.99	\$ 20,174.90	\$ 15,157.02	\$ 122,855.87	\$ 45,060.35	\$ 28,726.73	\$ 122,855.87
Capital Fund	\$ 1,594,228.17	\$ -	\$ 24,368.71	\$ 1,569,859.46	\$ 39.21	\$ 665,218.92	\$ 1,569,859.46
Special Revenue Fund (Excluding ExtraClassroom)	\$ 13,298.32	\$ 1,250.00	\$ -	\$ 14,548.32	\$ 2,500.00	\$ -	\$ 14,548.32
Custodial Fund	\$ 147,364.78	\$ 39,318.23	\$ 123,065.95	\$ 63,617.06	\$ 78,644.03	\$ 282,258.44	\$ 63,617.06
Operating							
General Fund	\$ 269,781.15	\$ 2,770,754.23	\$ 2,748,747.01	\$ 291,788.37	\$ 6,024,456.42	\$ 6,105,742.59	\$ 291,788.37
<b>SAVINGS ACCOUNTS</b>							
Capital Fund	\$ 4,811,274.08	\$ 21,073.87	\$ -	\$ 4,832,347.95	\$ 42,163.09	\$ -	\$ 4,832,347.95
General Fund	\$ 2,172,737.53	\$ 9,516.80	\$ -	\$ 2,182,254.33	\$ 19,040.56	\$ -	\$ 2,182,254.33
Special Revenue Fund	\$ 23,443.60	\$ 67.11	\$ 1,217.16	\$ 22,293.55	\$ 169.99	\$ 1,217.16	\$ 22,293.55
<b>TOTAL FUNDS ON ACCOUNT</b>	<b>\$ 14,413,323.26</b>			<b>\$ 14,676,293.51</b>	<b>\$ 14,840,642.44</b>	<b>\$ 14,201,060.78</b>	<b>\$ 14,676,293.51</b>

**II. RECONCILIATION TO BANK STATEMENTS**

TD BANK - MUNICIPAL CHECKING - OPERATING	August 31, 2024 Bank Balance	Add: Deposits In Transit	Less: Outstanding Checks	August 31, 2024 Account Balances
TD BANK - MUNICIPAL CHECKING - DEPOSITORY ACCOUNT	\$ 574,645.40	\$ 195.23	\$ (283,052.26)	\$ 291,788.37
TD BANK - MUNICIPAL CHECKING - CAPITAL PROJECT DEPOSITORY	\$ 7,283,658.11	\$ -	\$ -	\$ 7,283,658.11
TD BANK - MUNICIPAL CHECKING - BENEFIT PLAN CLAIMS	\$ -	\$ -	\$ -	\$ -
NYCLASS - SAVINGS, GENERAL FUND	\$ 80,809.60	\$ -	\$ (16,858.40)	\$ 63,951.20
NYCLASS - SAVINGS, BOCES-WIDE CAPITAL PROJECT	\$ 2,182,254.33	\$ -	\$ -	\$ 2,182,254.33
NYCLASS - SAVINGS, KEITH BROADWELL SCHOLARSHIP	\$ 4,832,347.95	\$ -	\$ -	\$ 4,832,347.95
NYCLASS - SAVINGS, JONELLE MARIE BUCK SCHOLARSHIP	\$ 992.92	\$ -	\$ -	\$ 992.92
NYCLASS - SAVINGS, JWH SCHOLARSHIP	\$ 773.38	\$ -	\$ -	\$ 773.38
NYCLASS - SAVINGS, DONALD W. COGSWELL SCHOLARSHIP	\$ 12,564.75	\$ -	\$ -	\$ 12,564.75
NYCLASS - SAVINGS, SPELLING BEE SCHOLARSHIP	\$ 2,359.96	\$ -	\$ -	\$ 2,359.96
NYCLASS - SAVINGS, CV-TEC ALLIED HEALTH SCHOLARSHIP	\$ 1,033.58	\$ -	\$ -	\$ 1,033.58
	\$ 4,568.96	\$ -	\$ -	\$ 4,568.96

GENERAL FUND INTEREST RECEIVED 7/01/24 - 8/31/24 \$ 59,233.11  
CAPITAL FUND INTEREST RECEIVED 7/01/24 - 8/31/24 \$ 42,163.11

TOTAL FUNDS ON ACCOUNT

\$ 14,676,293.51

PREPARED BY:

  
Derek Levine, Deputy District Treasurer

DATED:

10/1/24

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

FOR THE PERIOD 08/01/2024 TO 08/31/2024

TITLE OF ACCOUNT	BAL. ON HAND BEG. OF YEAR	BAL. ON HAND BEG. OF MONTH	RECEIPTS FOR MONTH	TOTAL FOR MONTH	TOTAL EXPEND. FOR MONTH	BALANCE ON HAND
SKILLS USA - PLATTSBURGH	1,533.58	1,533.58	0.00	1,533.58	195.00	1,338.58
SKILLS USA - MINEVILLE	1,720.93	1,720.93	0.00	1,720.93	0.00	1,720.93
NO. COUNTRY LOGGERS	381.40	381.40	0.00	381.40	0.00	381.40
REFLECTIONS	787.06	752.54	0.00	752.54	0.00	752.54
LPN CLASS	1,676.29	1,154.49	0.00	1,154.49	0.00	1,154.49
RAZOR'S EDGE	663.97	663.97	0.00	663.97	0.00	663.97
FUTURE FARMERS OF AMERICA	2,547.86	2,239.21	0.00	2,239.21	0.00	2,239.21
SALES TAX	33.07	90.17	24.26	114.43	26.07	88.36
TOTAL	9,344.16	8,536.29	24.26	8,560.55	221.07	8,339.48

  
COLBY SISKAVICH, EXTRACLASROOM TREASURER  
9/26/24  
DATE

8/31/2024 Bank Balance \$ 8,560.98  
Add: Deposits in Transit \$  
Less: Outstanding Checks (221.50)  
8/31/2024 Balance on Hand \$ 8,339.48

## MEMO

To: Katelyn Smart, BOCES Board Clerk  
 Clinton-Essex-Warren-Washington BOCES  
 From: Angela Jennette, Claims Auditor  
 Date: September 30, 2024  
 Re: Report for Board Agenda for October 9, 2024, Meeting

The following warrant claims were reviewed from September 2, 2024, to September 30, 2024:

<b>Warrant No. &amp; Date</b>	<b>Check Information</b>	<b>Gross Total Amount</b>
W #11 - 09/05/2024	*Check Nos: 247476-247512** *Check Nos: 004546-004549 ACH Payments: ACH012871-ACH012895 WEX-ACH Payments: ACH03633-ACH03635	\$ 1,029,574.37
W #12 - 09/12/2024	*Check Nos: 247564-247696 *Check Nos: 004550-004604 ACH Payments: ACH012896-ACH013107 WEX-ACH Payments: ACH03636-ACH03697	\$ 8,703,057.78
W #13 - 09/19/2024	*Check Nos: 247697-247745** *Check Nos: 004605-004638 ACH Payments: ACH013108-ACH013235 WEX-ACH Payments: ACH03698-ACH03729	\$ 2,076,241.13
W #14 - 09/26/2024	*Check Nos: 247792-247863 *Check Nos: 004639-004682 ACH Payments: ACH013236-ACH013445 WEX-ACH Payments: ACH03730-ACH03781	\$ 2,186,973.13

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

**IRS-EFTPS:** PR#7-Wire 2507FEDTAX Wire #2507MEDI Wire #2507MEDI-Warrant#12  
 PR#8-Wire 2508FEDTAX Wire #2508MEDI Wire #2508MEDI-Warrant#14

**NYS Promptax:** PR #7- Wire #2507NY- Warrant #12;  
 PR #8- Wire #2508NY- Warrant #14;

**NYS Quarterly Sales Tax:** Wire #ST100-0824-Warrant #13

**NYS Office of Comptroller ERS Retirement & Loans:** PR#4&6-Wire #ERS-AUG24-Warrant #12;  
 PR#7-8-Wire #ERS-SEPT24-Warrant#14

**Health Ins. Monthly:** Wire #HINS-92024-Warrant #12;

**Transfers:** From NYCLASS to TDBank for Phase II exp.- Wire #7318177-\$2,972,437.00

**FSA/HRA :** Wire #BEN-082324-Warrant #11 Wire #BEN082724A-Warrant #11  
 Wire #BEN-082624-Warrant #11 Wire #BEN082724B-Warrant #11  
 Wire #BEN-082724-Warrant #11  
 Wire #BEN-082824-Warrant #11  
 Wire #BEN-082924-Warrant #11

CC: Eric Bell  
 Christine Myers

Wire #BEN-083024-Warrant #11  
Wire #BEN-090324-Warrant #12  
Wire #BEN-090524-Warrant #12

Wire #BEN090424A-Warrant #12  
Wire #BEN090424B-Warrant #12  
Wire #BEN090424C-Warrant #12  
Wire #BEN090424D-Warrant #12  
Wire #BEN091024A-Warrant #13  
Wire #BEN091024B-Warrant #13  
Wire #BEN091024C-Warrant #13

Wire #BEN-090624-Warrant #13  
Wire #BEN-090924-Warrant #13  
Wire #BEN-091124-Warrant #13  
Wire #BEN-091224-Warrant #13  
Wire #BEN-091324-Warrant #14  
Wire #BEN-091624-Warrant #14  
Wire #BEN-091824-Warrant #14  
Wire #BEN-091924-Warrant #14

Wire #BEN091724A-Warrant #14  
Wire #BEN091724B-Warrant #14  
Wire #BEN091724C-Warrant #14

**Benefit Claims Acc. :**

Wire #WEX-090524-Warrant #11  
Wire #WEX-091224-Warrant #12  
Wire #WEX-091924-Warrant #13  
Wire #WEX-092624-Warrant #14

Ck & ACH's Listed Above

**Health Insurance Consortium Payments:**

9/3/24	\$ 1,647,538.84
9/9/24	\$ 2,370,910.54
9/16/24	\$ 2,305,225.79
9/23/24	\$ 1,829,004.36
9/30/24	\$ 42,730.85

**NCACompensation Payments:**

9/5/24	\$ 52,804.17
--------	--------------

**Health Ins & Workers Comp Premiums:**

Chubb HI Ck #1042- \$ 15,559.33  
Chubb WC Ck #1083- \$ 7,799.67

Eastern Mutual HI \$ 189.87  
Eastern Mutual WC \$ 94.94

**\*\*A sequence of all checks including payroll has be verified.**

Internal Claims Auditor  
(Signature) \_\_\_\_\_

*Angela J. Smith*

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>
09/04/24	Pending W#11	11382	Incorrect address.	Address corrected.	Approved for final warrant.
09/05/24	Final W#11				\$1,029,574.37
09/11/24	Pending W#12	6505	Wire settlement date prior to review.	Payroll deductions submitted on-line electronically. Once processed, claim date is set automatically. Will try to ensure payment voucher is approved prior to payment date when possible.	Approved for final warrant.
09/11/24	Pending W#12	2321	Meeting on 7/10/24 no Purchase Order requested 8/21/24, noted on voucher state that oversight was due to change in meal policy, however the procedure doesn't pertain to timeliness of having a Purchase Order in place.	Miscommunication in change in procedure resulted in Purchase Order not being done in advance. Was assumed purchase would be included on existing open Purchase Order. Steps are in place to ensure future occurrences are avoided.	Approved for final warrant.
09/12/24	Final W#12				\$6,703,057.78
09/18/24	Pending W#13	15640	Event before Purchase Order issued.	Conference approval paperwork received timely., delay in Purchase Order release due to bottleneck in purchasing.	Approved for final warrant.
09/18/24	Pending W#13	4630	No notes as to why Purchase Order is requested after service takes place.	Personnel advertisements are of immediate need and cannot always be processed on a Purchase Order before date. Allowed procedure is to request Purchase Order timely from when ad is placed. Slight delay on this order, but still within allowance.	Approved for final warrant.
09/19/24	Final W#13				\$2,076,241.13
09/25/24	Pending W#14	16593	Per last week address has not been corrected in the Official spread sheet.	Confirmed address in Wincap is correct from W-9; left on warrant. Division accountant will contact coordinator to have address corrected.	Approved for final warrant.
09/25/24	Pending W#14	16601	Services started 7/9/24 PO not issued till 8/8/24, no explanation as to why.	Rollover of Purchase Order was done timely, delay in Purchase Order release due to delay of approvals and bottleneck in purchasing.	Approved for final warrant.
09/26/24	Final W#14				\$2,186,973.13



School Support Services

Champlain Valley Educational Services

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

**ASSISTANT SUPERINTENDENT FOR  
EDUCATIONAL SERVICES**



**Amy Campbell**  
campbell\_amy@cves.org  
518-561-0100

#### **CVES MISSION**

Champlain Valley Educational Services is committed to being a valued and trusted partner by supporting students, schools, and communities to excel through high-quality education, training, and shared services.

### **MEMORANDUM**

**TO:** Dr. Mark Davey

**FR:** Amy Campbell AC

**DA:** September 30, 2024

**RE:** October 2024 Board Report

In September, the amazing professionals of the School Support Services Division have been supporting our schools by diligently working to enhance educational experiences and operational efficiency. With the return of staff and students, efforts have also focused on settling into a routine, ensuring a smooth transition back to the school environment. This has involved organizing schedules, reinforcing safety protocols, and fostering a welcoming atmosphere to help everyone adjust comfortably and quickly. These efforts aim to foster a supportive and dynamic learning environment, ensuring that both students and staff have the resources they need to succeed.

#### **WORKSHOPS FOR SCHOOL IMPROVEMENT**



The Conference Center was rocking to the beat of the drumming of Mike Veny and our incredible CVES Family of Professionals on opening day. As always, it is awe-inspiring to see all our staff together in this location for the beginning of the school year.

This month has been busy with planning for upcoming events and supporting the Blue Ribbon Commission Ambassador Forums. We have many workshops planned for the next few months that will support co-teaching, the NYSED Literacy Initiative, and Therapeutic Crisis Intervention for

Schools. Our facilitators have also been working with individual districts as they have requested support.

## **SCHOOL LIBRARY SYSTEMS, MODEL SCHOOLS, AND ARTS IN EDUCATION**

The *School Library System* kicked off the school year by updating our districts' OPALS catalogs and OverDrive accounts. We are also actively processing district database requests. Some of the most sought-after subscriptions include Swank Movie Licensing, Streaming Video, Kami, and Brainpop. OverDrive eBooks and audiobooks have gained significant popularity among our students and teachers, with over 500 unique new users logging in over the past month. The top titles include the magazines *Minecraft World* and *Sabrina*, along with the eBook *Harry Potter and the Sorcerer's Stone*.



In the coming months, *Model Schools* will offer a variety of professional development sessions, such as additional Canva training, AI in Elementary and Middle School classrooms, AI in High School classrooms, and integrating Computer Science and Digital Fluency Standards. Our first quarterly Model Schools meeting will feature presentations from Skill Struck and Qualtrics, along with an afternoon session on Universal Design for Learning.

The *Arts in Education* program has been active this September, with districts successfully hosting The Seagle Colony's children's opera *Dragon's Breath*, musician Jared Campbell, and speaker Molly Kennedy. Upcoming events include visits to the Lake Placid Center for the Arts.



## **INSTRUCTIONAL SERVICES UPDATES**

### **Health, Safety, Risk Management**

The first Quarterly Regional Safety Summit was held on Thursday, September 19<sup>th</sup>. Approximately fifteen people attended representing seven districts and CVES. Health, Safety, Risk Management Specialist, Tom Houle provided information on safety initiatives he has been investigating since starting in the position. He led discussion centered on the needs the districts see in the region.

### **Instructional Planning**

The beginning of the 2024-25 school year has included reviewing 3-8 Assessment and NYS Regents Examination data on Tableau, and meeting with School Administrators to schedule data review

meetings in districts. Ms. Sorgule presented to one district on their June Regents in September and is scheduled to present to four districts, with two districts receiving presentations capturing all levels (Grades 3-8 Assessments and Regents) in October, with discussions to schedule presentations to two other districts. Ms. Sorgule will present to High School Principals at an upcoming High School Principal meeting on Tableau, including navigating the platform and answering questions they may have.

### Grants Management

The Grants Management Office spent the month consulting/meeting with districts regarding ARP ESSER and ARP State Reserve funding final liquidation. In addition, with the submission of all formula grant applications by the end of August, during this month district submission status is tracked awaiting approval status. Grants Management Services met with Bouquet Valley CSD and LPB Consulting to discuss the districts Extended School Day Grant. The teams meet quarterly, at minimum, to help ensure all critical parties are up to date on programming, prepared for the required grant reporting, and for sustainability planning and/or future grant opportunities.

### INTERSCHOLASTIC SPORTS

The Interscholastic athletic Co-Ser is in the full swing for the Fall season. On Monday, September 16<sup>th</sup> we held our annual Athletic Directors workshop with Robert Zayas and Todd Nelson of the New York State Public High School Athletic Association. The meeting took place at the High Peaks Resort in Lake Placid. At the meeting several schools were recognized as Schools of Excellence or Schools of Distinction which translates to a vast majority of their teams qualifying for the scholar athlete award (cumulative average of over 90%). We are in the third week of our revamped officials' payment process which has been a big change from the individual paper vouchers of the past two years. We are looking ahead to our fall championships and working with our ADs, chairpersons, and host sites. The first meeting of the Section VII Student Athlete Advisory Committee took place on Sunday, September 22, with 30 student-athletes from schools across the whole Section. The SAAC discussed sportsmanship, officials appreciation, coaches appreciation, student section contests, and the student leadership conference.

#### **CVES MISSION**

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**TO: Dr. Mark C. Davey**  
**FROM: Michele M. Friedman**  
**DATE: September 30, 2024**  
**RE: October 2024 Board Report**

#### **October is National Principals Month**

The CV-TEC Division is proud to recognize and honor our campus principals in celebration of National Principals Month. Their expertise and dedication are truly appreciated, and their hard work does not go unnoticed. A heartfelt thank you from Team CV-TEC to: Mr. Adam Facticeau, Mr. Mark Brown and Mr. Kevin Shaw.



#### **2024 Fall Family Nights for Parents of Current Students Scheduled for October 3rd and October 8th for the Plattsburgh & Mineville Campuses**

We are expecting our current students and their families to visit our three CTE campuses for the scheduled Fall Family Nights for the CV-TEC Division. This is an opportunity for the families of current students to meet with our CTE & Academic teachers during the scheduled evening hours. October 3<sup>rd</sup> for our Plattsburgh and Learning Hub Campuses and October 8<sup>th</sup> is scheduled for our Mineville Campus.

#### **CV-TEC Enrollment for the 2024-2025 School Year**

We have been receiving enrollment confirmations from all our districts to verify student participation on our three campuses for both the CV-TEC CTE and Pre-CTE Programs. Enrollment numbers from all component districts are exceeding our projections for this school year and are looking to be the highest enrollment participation in our CV-TEC Division's history. Currently, there are **856 high school students and 30 post-secondary students** across all three campuses, for a **total of 886 students**. These numbers are unofficial until the October 1<sup>st</sup> and December 1<sup>st</sup> billing cycles have been completed. Post-secondary enrollment is still under review; however, we expect the enrollment numbers to remain steady. Reconciliation of our projected budgets will begin once we receive final confirmation of the high school and adult enrollment figures for the 2024-2025 school year.



### Online High School Available to Component Schools for 2024-2025 School Year

Our component districts once again will have the opportunity to utilize and access Online High School courses through participation in the CoSer 411 option. **Western Suffolk BOCES and Pearson Connections Learning** have been contracted to implement Online High School for our districts.

### CV-TEC: Start Here...Go ANYWHERE!

It has been an incredible month on our CV-TEC Campuses! Our industry expert CTE & Academic teachers, Team CV-TEC staff members and our talented students have been working hard in each of their Career & Technical Education Programs of Study and Adult Literacy & Job Skills Training programs. We are so proud of all the work that has been accomplished so far and look forward to the months ahead. Some of the highlights of this past month's instruction:



#### CVES MISSION

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

#### Mineville Celebrates Our First Student of the Week!

We're excited to announce that Aiden, a student in Ms. Gough's classroom, is our very first Student of the Week at Rise Mineville for the new school year! Aiden is pictured here with Ms. Morin, our dedicated Teacher's Assistant and leader of the Mineville PBIS committee, who brought back this wonderful tradition to recognize our students' hard work and achievements.

A huge congratulations to Aiden for earning this honor, and a special thank you to Ms. Morin for her passion, dedication, and the incredible effort she's put into planning this year's PBIS activities. We look forward to an amazing year ahead!

#StudentOfTheWeek #RiseMineville





### **Equipping Staff for Success: Rise Completes CALM De-escalation Training**

At Rise, we're starting the school year strong with 18 staff members successfully completing CALM de-escalation and intervention training. This vital program, developed by the New England Center for Children (NECC), empowers our staff with proactive strategies to effectively manage student behavior while keeping students on track academically and behaviorally.

By implementing CALM techniques, we're fostering a supportive and structured learning environment that extends beyond the classroom. This training equips our staff to teach students self-regulation and social skills—tools that are essential for success in school and in the broader community.

This initiative reflects our commitment to ensuring a safe, nurturing educational environment where every student can thrive.



### **Elevating Student Success: Introducing a Comprehensive Curriculum for Reading, Math, and Writing**

We're thrilled to unveil a new, integrated curriculum for Reading, Math, and Writing, starting this academic year. After a detailed analysis by our elementary and middle school academic teams, we identified key barriers to student progress in the previous programs. In response, we've adopted the i-Ready curriculum, designed to offer scaffolded support that meets the diverse needs of all learners.

The i-Ready curriculum not only strengthens students' skills in math and reading but also places a significant focus on writing. Through comprehensive instruction in informative/explanatory, opinion, and narrative writing, students will develop into thoughtful, analytical writers, better equipped to meet and exceed grade-level standards. This exciting shift aims to close academic gaps and ensure that every student has the opportunity to thrive.





### **A Magical Transformation: Mrs. Ballard's Class Brings Science to Life with Butterfly Release**

Mrs. Ballard's class recently embarked on an exciting journey of discovery by hatching butterflies right in their classroom. Students observed the fascinating transformation from caterpillar to butterfly, culminating in a joyful release of the butterflies on a beautiful, sunny day. To complement this hands-on science lesson, the class read *The Very Hungry Caterpillar*, a classic tale that helped them grasp the butterfly life cycle. Students also expressed their understanding through creative art projects, illustrating each stage of development. This engaging blend of literature, science, and art created an unforgettable and enriching learning experience for everyone involved.



## Strengthening School-Home Connections: Rise Center for Success Keeps Families Informed

At the Rise Center for Success, we believe that strong communication between school and home is key to creating a supportive and thriving educational environment. Our dedicated Principals are committed to keeping parents well-informed and engaged in their children's learning. To prepare families for the months of September and October, we've shared the following important updates:

- Picture Day Memo
- October Monthly Newsletter
- Open House Invitation
- Halloween Event Notification
- Emergency Drill Information

These memos ensure that parents stay connected and involved in the activities and safety measures at our school, fostering a collaborative atmosphere for success.



### OCTOBER 2024

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

You have the power to create your own future.

#### IMPORTANT DATES

10/14: Indigenous Peoples Day~ No School  
 10/16: RISE Open House  
 10/17: Early Release for Students  
 10/31: Halloween Festivities @ RISE

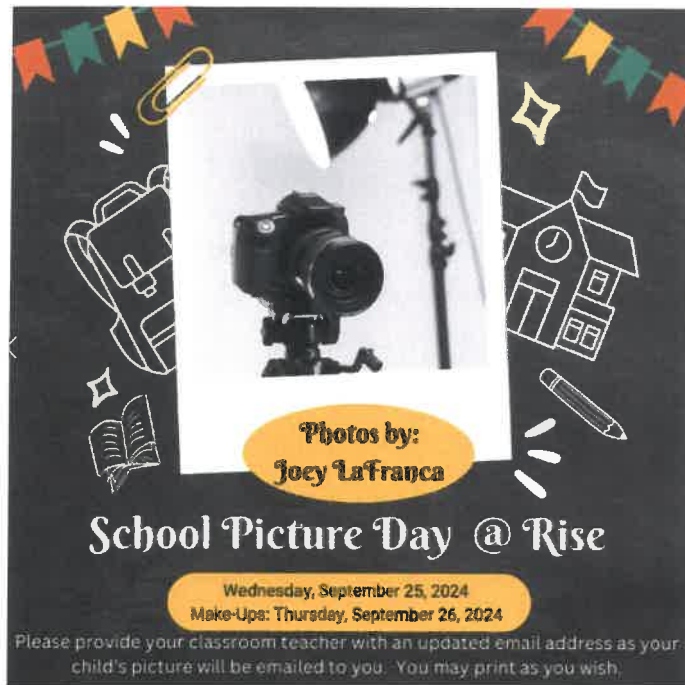
#### MONTHLY P2 CHARACTERISTICS

Teamwork  
 Integrity  
 OPM: Being Present & Giving Full Attention  
 Open-Mindedness

#### SPOTLIGHT

##### RISE Open House

The RISE Center for Success would like to invite families to attend our annual Open House event on October 16, 2024 from 4:00pm to 6:00pm. This provides an opportunity to meet with classroom teams, tour the building, and enjoy a Nacho Bar themed dinner.



#### SPECIAL EDUCATION DIVISION

##### Plattsburgh Campus

Phone: 518-561-0100 • Fax: 518-561-5624 • Mail: P.O. Box 456, Plattsburgh NY 12901

##### Mineville Campus

Phone: 518-942-6691 • Fax: 518-942-3368 • Mail: P.O. Box 8, Mineville, NY 12956

#### CVES MISSION

Champlain Valley Educational Services is committed to being a valued and trusted partner by supporting students, schools, and communities to excel through high-quality education, training, and shared services.

Date: September 26, 2024

Subject: Upcoming Evacuation Notification

Dear Parents and Guardians,

We hope this message finds you well.

We are writing to inform you that the CVES RISE campus will be conducting fire drills and lock down drills within the next 7 days. These drills are an important part of our safety procedures and help ensure that all students and staff are prepared in the event of a real emergency.

Please remind your child to follow their teacher's instructions during the drill and to stay calm. We will be practicing our evacuation procedures to ensure everyone knows how to exit the building safely and efficiently.

If you have any questions or concerns about the upcoming drill, please feel free to contact the school office at 518-561-0100.

Thank you for your cooperation and support in helping us keep our school environment safe.

Best regards,

Crystal Rhino  
Michelle Lawrence  
Principals



**Fostering Internal Communication: Principal Tina Mitchell's "Mineville Minute" Keeps Staff Connected**

At Mineville's Rise Center for Success, Principal Tina Mitchell is committed to maintaining open and consistent communication with her staff. One of the key avenues she utilizes is the weekly "Mineville Minute," a newsletter that keeps her team informed and engaged. Through the "Mineville Minute," Mitchell shares important updates, celebrates successes, and encourages collaboration across all levels. Whether highlighting team achievements like the creation of the lobby bulletin boards or offering reminders about upcoming events, her personalized messages help foster a positive, well-connected school culture. This initiative exemplifies her dedication to clear, thoughtful communication, ensuring that everyone feels valued and informed.

## THE MINEVILLE MINUTE

CVES • The Hidden Gem • Rise Center for Success

VOL. 2024/25, ISSUE 4 9/23/24

### EDITOR'S NOTE

Principal Tina Mitchell

#### What a Great Start!!

I have seen so much growth already! I am impressed with the dedication to learn and grow! The relationship building within teams, as well as with students, has been exciting to see! Keep up the good work!!



#### BULLETIN BOARDS!

Thanks to Alyssa (PBIS Queen) and Melissa Whitley's class for the fabulous lobby bulletin boards! Each class will take turns creating one of the lobby bulletin boards throughout the year. I will post the randomly selected schedule on Teams. Please see me with any questions!



#### Mineville Open House/Family Night

What do we want to do this year?? Be thinking of ideas! New ideas, old ideas...bring your ideas and we can work together to see if we can make it happen! I have set a meeting for Wednesday, 9/25/24, at 2:30PM in the conference room for those interested in helping. Open House is on October 8th!

#### IMPORTANT DATES

**Mon. 9/23** -MBOs/Early Release for Students.  
**Thurs. 9/26**-BAM Community Meeting  
**Fri. 9/27**-1PM Ice Cream Social and Bingo!  
**Tues. 10/1**-2:30-4PM Day for Teacher, TAs, and Nurses  
**Wed. 10/2**-2:30-4PM Day for RSPs  
**Tues. 10/8**-Rise Open House



## THE MINEVILLE MINUTE

CVES • The Hidden Gem • Rise Center for Success

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Coming Soon: Calm Down Room! Our own Dana Gilbo and Krystal Jaquish worked together to plan and order for a calming sensory room.

Stay tuned for more information as this therapeutic space comes together!



#### OPEN HOUSE RAFFLE!

Teachers, please discuss in your classrooms if you are creating a basket in your room for the raffle or if your class is donating items towards a larger Rise basket raffle. There is no obligation to donate items, it is by choice only. Please send me a Teams message by Tuesday PM!



#### Homemade Chocolate Chip Cookies????

In February of 2024, Dr. Matt Slattery claimed to be the Rise Chocolate Chip Cookie Champion after a bake-off at WAF. I say he needs to take on Mineville Rise bakers first, before he can claim that title!! Let me know if you make a mean cookie and are up for a bake-off!!

#### IMPORTANT DATES

**Tues. 10/1**-2:30-4PM Day for Teacher, TAs, and Nurses  
**Wed. 10/2**-2:30-4PM Day for RSPs  
**Thurs. 10/3**-1:30PM-3PM TA Curriculum Meeting  
**Tues. 10/8**-6PM-7:30PM Rise Open House  
**Mon. 10/14**-No School-Indigenous Peoples Day  
**Thurs. 10/17**-Early Release for Students.

