

CHAMPLAIN VALLEY EDUCATIONAL SERVICES

Board of Cooperative Educational Services  
Sole Supervisory District of Clinton, Essex,  
Warren and Washington Counties

DATE: December 11, 2024  
KIND OF MEETING: Regular Board Meeting  
PLACE: CV-TEC, Plattsburgh, NY

Board Members Present:

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

Board Members Absent:

Bob Bourgeois  
Dina Garvey  
Ed Marin  
Emily Phillips  
Emily Reynolds Bergh

Others Present:

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

Executive Officer:

Dr. Mark Davey

Board Clerk:

Katelyn Smart

MEETING  
TO ORDER

Board President Michael St. Pierre called the meeting to order at 7:46 pm.

EXECUTIVE  
SESSION

Mrs. LaRocque moved, seconded by Mrs. Boise, that the Board go into Executive Session at 7:47 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; #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; and #9 A matter related to a specific student of the district.

Dr. Davey began the Executive Session by updating the Board Members on his 2023 – 2024 NYSED evaluation meeting with Dr. Betty Rosa, the NYS Commissioner of Education. Dr. Eric Bell and Ms. Amy Campbell then joined the Executive Session as requested by Dr. Davey. Second, an update on the new CTE Center Building's Lease changes were discussed. The updates have been reviewed by CVES's attorney and will help improve our expected lease terms. They will also provide cost savings over the term of the lease. Third, topics on labor relations were discussed, including several recommended MOAs (Memorandum of Agreement) slated for approval. In addition, future CSEA 10-Month Support Staff negotiations parameters were discussed, including potential topics for negotiations. Fourth, four position proposals were reviewed with the Board, including a Senior Building Maintenance position, a Central Business Office (CBO) Purchasing Agent position, a Heavy Equipment Diesel Mechanic (CV-TEC) Teaching Assistant position, and a Board-Certified Behavior Analyst (BCBA)(Rise)

position. Lastly, Dr. Davey provided a confidential update to the Board on a Notice of Claim received, including information on our appointed legal counsel and a disciplinary matter related to a specific student who attends the Rise Center for Success.

Ms. Wotton moved, seconded by Mrs. Boise, that the Board come out of Executive Session at 8:26 pm. All Board Members present voted yes, and the motion was carried.

AUDIT  
COMMITTEE  
UPDATE

Dr. Davey introduced Dr. Bell to provide an overview of the Audit Committee Meeting, which was held prior to the Board Meeting. The primary agenda item discussed was the 2023 - 2024 CVES Corrective Action Plan, which is on the CVES Board Agenda to be approved. The Audit Committee recommends the approval of the Corrective Action Plan. Second, the Audit Committee recommended the reappointment of the Management Advisory Group of NY as the CEWW BOCES Internal Auditor for the 2024 – 2025 School Year.

Dr. Davey thanked Dr. Bell and the Audit Committee Members for an excellent and productive meeting.

BUDGET  
COMMITTEE  
UPDATE

Dr. Davey provided an introduction for the CVES Budget Committee Meeting held on Tuesday, December 3, 2024, and he highlighted several important budgetary factors that may impact this year's 2025 – 2026 budget development. Dr. Davey then turned the update over to Dr. Eric Bell, who shared the highlights of the meeting. Dr. Bell summarized the budget status of CV-TEC, the Rise Center for Success, Management Services, and School Support Services (S<sup>3</sup>). He noted that each Division is functioning well, is at break-even, or is showing a positive financial state. CVES is not showing any deficits at this time. Next, Dr. Bell noted that the Budget Committee also discussed the Foundation Aid Study by the Rockefeller Institute that was released on December 2, 2024. Lastly, estimated costs for 2025 – 2026 for our BOCES Health Insurance, contributions to the Employee Retirement System (ERS), and Teachers' Retirement System (TRS) were reviewed. The Budget Committee members concluded the presentation by sharing insights and thanks from the Budget Committee Meeting. The Committee commented on the thoroughness of the preparation, Dr. Bell, each Division, and Management Services' work for the budget reconciliations. Dr. Davey shared his appreciation for Dr. Bell and Mrs. Christine Myers for their coordination, oversight, and work with all of the accountants, Executive Directors, Mrs. Michele Friedman, Dr. Matthew Slattery, and Ms. Amy Campbell to complete the preparation and summary of the budgets. Lastly, Dr. Davey thanked the CVES Board Budget Committee Members for their time, input, and work in reviewing the 2024 – 2025 budget reconciliations and provided feedback and support for our CVES Budget process.

CVES CAPITAL  
PROJECT &  
FACILITIES  
EXPANSION  
UPDATE

Dr. Bell started the Capital Project Update sharing that CVES is still working on the Outdoor Educational Space Equipment Project (Playground). CVES is hopeful we will be prepared to present a completed proposal for action on the January agenda.

Second, Dr. Bell shared that in mid-December, CVES plans to close the new CTE Center's lease and financing. We are working closely with the new CTE Center's builder,

BBL Construction Services, who has indicated that our Capital Project is on track and on schedule. CVES is currently working on the Lease Amendment for the new CTE Center with Clinton County Resource Corporation (CIDC Plattsburgh LLC) on the Board agenda to be voted on tonight. The proposed changes should be more favorable to the State Education Department (NYSED) and also result in cost savings. Once we have SED approval, which is expected shortly, CVES can close on financing for the new CTE Center Project. Once received, building permits for the new CTE Center should be available within the next couple of weeks.

A third major update: Dr. Bell acknowledged that at the end of last week, CVES received notification that we had received the Empire State Development (ESD) grant for \$3 million dollars to support our new CTE Center. This major grant will benefit CVES by helping reduce the cost of the project for our component districts and assist in CVES's initial rent payment, which is due before December 30<sup>th</sup>. This ESD grant will provide \$5.5 million in savings over the life of the lease. Kudos to Management Services, CV-TEC, and Mrs. Michele Friedman for their support in securing the financing. The NYS ESD Grant, as reported in a December 5<sup>th</sup>, 2024, Governor Hochul's Press Release shared that the "Funding will support the construction of a new Career and Technical Education (CTE) Center.

Fourth, the Institute of Advanced Manufacturing (IAM) Center transition and lease details are continuing to be worked through with Clinton County. To assist in CV-TEC's preparation for programming at the IAM, Assemblyman Billy Jones has provided CVES with \$200,000 in NYS legislative grant monies to support the transition of programming to the IAM Center. Dr. Davey and Dr. Bell thanked Assemblyman Jones for his fiscal support, and they acknowledged Mrs. Michele Friedman, Executive Director of Career and Technical Education (CTE), and Mr. Derek Leavine, CVES's CV-TEC accountant, for their work on this award.

#### DS UPDATE

Dr. Davey began the District Superintendent's Update, providing noteworthy events and holiday celebrations that had occurred in December. Dr. Davey spoke about the multiple holiday festivities happening with CVES. The Holiday Spirit was alive at the City of Plattsburgh Holiday Parade held on Saturday evening, December 6<sup>th</sup>, 2024, where CV-TEC participated and was well represented. Additionally, each of CVES's Divisions will be hosting their holiday gatherings in the next couple of weeks. Next, Dr. Davey reported the success of a CVES-wide motivational speaker, Ms. Molly Kennedy, who presented on CVES' early release day on Wednesday, December 5, 2024. Molly Kennedy had spoken previously during the Pandemic, and she was very well received. Several employees mentioned that this speaker was the right person at the right time for CVES.

Third, Dr. Davey shared DS and NYSED updates from his November DS Meeting. He is continuing to have conversations with CSOs about Regionalization. Dr. Rosa distributed a letter before Thanksgiving saying that the Regionalization initiative is voluntary, but encouraged. The Board of Regents acted on the Regionalization Regulations at their December 9<sup>th</sup>, 2024, Meeting confirming the voluntary nature of the

Regionalization initiative. Dr. Davey and CVES are supportive of all our districts working together and participating in the Regionalization efforts. Dr. Davey has asked the CSOs and our component districts to participate and submit their Regionalization Survey in the SED Portal. We believe that working together has been the key to our success throughout the region. Currently, ten of our sixteen component districts CSOs have filed the Regionalization SED Survey. To support this conversation, the topic of the January 30th, 2025, CEWW School Board Association Dinner and Program will be Regionalization. Mr. David Frank, NYSED Assistant Commissioner, and other guests will be presenting on the topic and leading discussions. Further information will be forthcoming shortly about this event.

Fourth, the Rockefeller Report on Foundation Aid and School Funding was issued on December 2<sup>nd</sup>, 2024. Mr. Rober Megna, President of the Rockefeller Institute, and Dr. Brian Backstrom, the Institute’s Education Policy Director, spoke at the 2024 RSA Winter Conference in Saratoga Springs on December 3, 2024. They provided an excellent overview of the report and highlighted its major topics. NYS Commissioner of Education, Dr. Betty Rosa, received the Rural Education Leader of the Year Award at the RSA Conference, and she spoke and also participated in an NYSED Panel discussion. It was an outstanding conference, and CVES Board Members expressed their thoughts and takeaways on the RSA Winter Conference and the material that was presented.

Lastly, the Board members and Dr. Davey expressed their appreciation for the 2024 Annual Board Holiday Dinner prepared and hosted by CV-TEC Culinary students and teachers Chef Tyler Puchrik, Chef Alaina Weare, and Chef Kaden Douglas-LaDuke. The students and their teachers did an outstanding job with the meal, the presentation, and the service, showing pride, culinary expertise, and professionalism throughout the dinner. The entire experience was exceptional for all attendees.

The next CVES Board meeting is on Wednesday, January 15, 2025, at the Mineville Campus, Yandon-Dillon Educational Center in Mineville, NY.

PREVIOUS  
MINUTES

Mr. Murdock moved, seconded by Mrs. Boise, to approve the Draft Minutes from the Nov. 13, 2024, Regular Board meeting as presented. All Board Members present voted yes—motion carried.

CORRECTIVE  
ACTION PLAN  
2023 – 2024

Mr. Murdock moved, seconded by Mrs. LaRocque, to approve the Corrective Action Plan as recommended by the Audit Committee for the 2023 – 2024 Annual Independent Audit Management Letter Comments. All Board Members present voted yes—motion carried.

CONSENT  
AGENDA  
FINANCIAL

Mrs. LaRocque 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 October 31, 2024 (attached)
- EXTRA-  
CLASSROOM  
TREASURER’S  
REPORTS

Approve the Extraclassroom Treasurer’s Report from October 31, 2024. (attached)
- CERTIFICATION  
OF WARRANT

Approve the Certification of Warrant for Nov. 5, 2024 to Nov. 26, 2024. (attached)
- EXTRA-  
CLASSROOM  
ADVISORS

Approve the following Extraclassroom Advisors:

Extraclassroom Advisors

Katie Gadway

Lisa Tallman

Alaina Weare

Kylee Gonyea

Maria Spadafora
- APPOINTMENT &  
ENGAGEMENT  
LETTER

Approve the following appointment and engagement letter:

1. Appoint Management Advisory Group of N.Y., Inc. of Catskill, NY, as the CEWW BOCES Internal Auditor for the 2024 – 2025 audits (to be conducted during the 2025 – 2026 school year) as recommended by the Audit Committee and approve the engagement letter. The fee for the 2024 – 2025 audit is \$9,000.
- INDEPENDENT  
AUDIT SERVICES  
PROPOSAL

Approve the following proposal:

1. Recommend that the Board approve the proposal for Independent Audit Services for the annual audit of all funds of the BOCES, including single audit and audit of the extraclassroom activity fund, for the 2024 – 2025, 2025 – 2026, 2026 – 2027, and 2027 – 2028 school years from West & Company, CPAs, PC of Gloversville, NY. The fees are contingent upon the Board’s annual appointment of West & Company, CPAs, PC as independent auditor and will be as follows:

2024 – 2025

\$17,000

2025 – 2026

\$17,500

2026 – 2027

\$18,000

2027 – 2028

\$18,500

AUTHORIZED  
MONEY  
COLLECTOR

Approve the following Authorized Money Collectors:
- 5

1. Authorize Kristen Ryan to collect money for Adult Education Tuitions and CV-TEC programs-Plattsburgh campus.

CONTRACT/  
CONSULTANT  
AGREEMENTS

Approve the following Contract/Consultant Agreements:

1. Agreement between CEWW BOCES and North Country Workforce Development Board for the WIOA Adult/Dislocated Worker Contract whereas the NCWDB desires the services of CEWW BOCES to provide services for the program entitled “WIOA Adult/Dislocated Worker Services” and to administer Title 1 Workforce Investment and Opportunity Act (“WIOA”) Program funds. The dates of this agreement are July 1, 2023 through June 30, 2024, with an addendum extending the date through June 30, 2025 in an amount not anticipated to exceed \$785,931.44. (CV-TEC)
2. Agreement between CEWW BOCES and North Country Workforce Development Board for the WIOA Out of School Youth Contract whereas the NCWDB desires the services of CEWW BOCES to provide the services for the program entitled “WIOA Out-of-School Youth Services” and to administer Title 1 Workforce Investment and Opportunity Act (“WIOA”) Program funds. The dates of this agreement are July 1, 2023 through June 30, 2024, with an addendum extending the date through June 30, 2025, in an amount not anticipated to exceed \$386,706.31. (CV-TEC)

SPECIAL AID  
FUND PROJECT

Approve the following Special Aid Fund project:

1. Knights of Columbus Grant, Special Aid Fund project, in the amount of \$1,847, for the period of July 1, 2024 through June 30, 2025. This program is funded through the generous acts of the local Knights of Columbus Council. (CV-TEC)

EASEMENT

Approve the following easement:

1. Recommend that the Board approve an easement to be granted to the New York State Electric and Gas Corporation. The easement is 15 feet wide, enters approximately 110 feet southerly of CVES’ northeasterly property corner and continues approximately 960 feet in a westerly direction. (Administration)



CONSENT AGENDA <u>PERSONNEL</u>	Mr. Murdock moved, seconded by Mrs. LaRocque, to approve the following Consent Agenda Personnel items as amended. All Board Members voted yes—motion carried.
RESIGNATION FOR THE PURPOSE OF RETIREMENT <u>SPOOR</u>	<p>Accept the following letter(s) of resignation for the purpose of retirement:</p> <ol style="list-style-type: none"><li>1. Cheryl Spoor, Teaching Assistant, effective July 1, 2025</li></ol> <p>Dr. Davey paused the meeting to acknowledge the 31 years Cheryl worked for CVES. Dr. Matt Slattery shared words about how Cheryl is an amazing human and has dedicated her career to helping students in the high school transition into adult education.</p>
RESIGNATION(S) ZIMMERMAN, GUSHLAW, DELPOZO, & MORAN NASON- <u>WALANTUS</u>	<p>Accept the following letter(s) of resignation:</p> <p>Joseph Zimmerman, Teaching Assistant, effective November 21, 2024</p> <ol style="list-style-type: none"><li>2. Katie Gushlaw, Registered Nurse (Schools), effective December 3, 2024</li><li>3. Brian Delpozo, School Lunch Manager, effective December 7, 2024</li><li>4. Cynthia Moran Nason-Walantus, Special Education Teacher, effective December 11, 2024</li></ol>
LEAVE(S) OF ABSENCE BRIENZA, & <u>MCKEE</u>	<p>Approve the following leave(s) of absence:</p> <ol style="list-style-type: none"><li>1. Danielle Brienza, unpaid leave of absence, effective November 14, 2024 – December 26, 2024</li><li>2. Tina McKee, unpaid leave of absence, effective November 16, 2024 – June 30, 2025</li></ol>
52-WEEK CIVIL SERVICE PROBATIONARY APPOINTMENT PALKOVIC, LAGREE, HEAD, COLLIER, CHRISMAN, BOOTH, JAQUISH, NORWOOD, GEMMELL, SMITH, HOLMES, COUTURE, & <u>LAWRENCE</u>	<p>Appoint the following person(s) to a 52-week Civil Service Probationary Appointment as follows:</p> <ol style="list-style-type: none"><li>1. Name: Matthew Palkovic (was temporary) Position: Network Administrator Effective Date: November 1, 2024 Tentative Permanent Date: July 1, 2025</li><li>2. Name: Jessica Lagree (was temporary) Position: Payroll/ Purchasing Clerk Effective Date: November 1, 2024 Tentative Permanent Date: July 1, 2025</li><li>3. Name: Tavin Head (was temporary) Position: Network and Systems Technician Effective Date: November 1, 2024 Tentative Permanent Date: July 1, 2025</li></ol>

4. Name: Jessica Collier (was temporary)  
Position: Publications Specialist  
Effective Date: November 1, 2024  
Tentative Permanent Date: July 8, 2025
5. Name: Suezanne Chrisman (was temporary)  
Position: Registered Behavior Technician  
Effective Date: November 1, 2024  
Tentative Permanent Date: September 3, 2025
6. Name: Hannah Booth (was temporary)  
Position: Registered Behavior Technician  
Effective Date: November 1, 2024  
Tentative Permanent Date: September 3, 2025
7. Name: Lauren Jaquish (was temporary)  
Position: Registered Behavior Technician  
Effective Date: November 1, 2024  
Tentative Permanent Date: September 3, 2025
8. Name: Emily Norwood (was temporary)  
Position: Registered Behavior Technician  
Effective Date: November 1, 2024  
Tentative Permanent Date: September 23, 2025
9. Name: Chelsey Gemmell  
Position: Teacher Aide/ Student Aide  
Effective Date: December 9, 2024  
Tentative Permanent Date: December 9, 2025  
Annualized Salary: \$21,686
10. Name: Kyle Smith  
Position: Teacher Aide/ Student Aide  
Effective Date: December 9, 2024  
Tentative Permanent Date: December 9, 2025  
Annualized Salary: \$21,686
11. Name: Jackie Holmes  
Position: Teacher Aide/ Student Aide  
Effective Date: December 9, 2024  
Tentative Permanent Date: December 9, 2025  
Annualized Salary: \$21,686
12. Name: Vanessa Couture (pending fingerprint clearance)



Position: Teacher Aide/ Student Aide  
Effective Date: December 9, 2024  
Tentative Permanent Date: December 9, 2025  
Annualized Salary: \$21,686

13. Name: Yazmine Lawrence  
Position: Teacher Aide/ Student Aide  
Effective Date: December 12, 2024  
Tentative Permanent Date: December 12, 2025  
Annualized Salary: \$21,686

FOUR-YEAR  
PROBATIONARY  
APPOINTMENTS  
CASSAVAUGH,  
ROGERS, &  
ST.MARIE,

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

1. Name: Eric Cassavaugh (was temporary)  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: November 14, 2024  
Tentative Tenure Date: November 14, 2028  
Certification Status: Teaching Assistant, Level 1 Certificate
2. Name: Debra Rogers (was temporary)  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: November 14, 2024  
Tentative Tenure Date: November 14, 2028  
Certification Status: Teaching Assistant, Level 1 Certificate
3. Name: Nancy St.Marie (was temporary)  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: November 14, 2024  
Tentative Tenure Date: November 14, 2028  
Certification Status: Teaching Assistant, Level 1 Certificate

(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  
MYERS

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

1. Name: Kayla Myers

Position: Special Education Teacher  
Effective Date: December 12, 2024  
Certification Status: Teaching Assistant, Level 1  
Annualized Salary: \$50,500

TEMP GRANT  
APPOINTMENT  
CORTHELL

Approve the following Temporary Grant Appointment(s) from December 31, 2024 – June 30, 2025:

1. Brianna Corthell, Work Study Student, not-to-exceed 160 hours at \$15.50 an hour.

TEMP-ON-CALL &  
SUBSTITUTES  
2024 – 2025

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

<u>Name</u>	<u>Position</u>
Olivia Paiser	Teacher Aide/ Student Aide <i>(pending fingerprint clearance)</i>
Tammy Work	Teaching Assistant <i>(pending fingerprint clearance)</i>
Allie Huchro	Teaching Assistant
Claudia Czerw	Teaching Assistant <i>(pending fingerprint clearance)</i>
Amelia Davis	Teaching Assistant
Marissa Guerard	Teaching Assistant <i>(pending fingerprint clearance)</i>
Tammy Work	Teacher <i>(pending fingerprint clearance)</i>
Allie Huchro	Teacher
Claudia Czerw	Teacher <i>(pending fingerprint clearance)</i>
Amelia Davis	Teacher
Marissa Guerard	Teacher <i>(pending fingerprint clearance)</i>

ADDITIONAL  
WORK  
2024 – 2025

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

<u>Training Preparation/Presentation, hourly rate of pay per contract</u>	
Casandra Kellaway (Touch Math Training)	Not-to-exceed 3.5 hours
Joanne Beaudry (TCIS)	Not-to-exceed 1 hour
Joanne Beaudry (Planbook Training)	Not-to-exceed 1 hour

<u>Stipend Positions, Compensation per collective bargaining agreement</u>	
Julie Adams	New Employee Mentor
Heather Agoney	New Employee Mentor x2
Abram Benko	New Employee Mentor
Joanne Beaudry	New Employee Mentor
Chelsea Benway	New Employee Mentor x2
Allison Bola	New Employee Mentor x2
Dawn Bordeau	New Employee Mentor x2
Greg Cassavaugh	New Employee Mentor
Suezanne Chrisman	New Employee Mentor
Jennifer Cowling	New Employee Mentor x2
Conner Delavergne	New Employee Mentor x2

Kimberly Denton	New Employee Mentor
Emily Duquette	New Employee Mentor
Melissa Facteau	New Employee Mentor x3
Christopher Falvey	New Employee Mentor x2
Whitney Gagnier	New Employee Mentor x2
Jami Ganter	New Employee Mentor
Nicole Gillespie	New Employee Mentor
Maiya Giroux	New Employee Mentor
Melissa Gough	New Employee Mentor x3
Jennifer Haley	New Employee Mentor
Heather Hambleton	New Employee Mentor
Ryan Hanley	New Employee Mentor
Shanni Hicks	New Employee Mentor x2
Robert Holt	New Employee Mentor x2
Joan Hubbard	New Employee Mentor
Christopher Huchro	New Employee Mentor x2
Helen Jessey	New Employee Mentor
Kathleen Kotsogiannis	New Employee Mentor x2
Kayla Laughlin	New Employee Mentor
Elizabeth Laundrie	New Employee Mentor
John Law	New Employee Mentor x2
Christie Lee	New Employee Mentor x2
Kimberly Lincoln	New Employee Mentor
Arianna Menard	New Employee Mentor
Jennifer Parker	New Employee Mentor
Eric Pollard	New Employee Mentor
Latalya Randall	New Employee Mentor x3
Alyssa Restrepo	New Employee Mentor
Tonya Robinson	New Employee Mentor x2
Anika Craig	New Employee Mentor
Melissa Slagenweit	New Employee Mentor
Ciarra Smith	New Employee Mentor x2
Sherry Snow	New Employee Mentor
Sara Spring	New Employee Mentor x2
Susan Tourville	New Employee Mentor x2
Andrea Trombley	New Employee Mentor x2
Angelina Waldron	New Employee Mentor x4

- APPROVAL TO  
ATTEND  
CONFERENCE/  
WORKSHOP

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

  - Leisa Boise

Rural Schools Association Board of Directors Meeting

March 28, 2025

Leroy, NY (Overnight accommodations needed)

All Board Members present voted yes—motion carried.

RESIGNATION  
O’MARA

Mrs. Comins-Hunter moved, seconded by Mrs. Boise, that the Board accept the following letter(s) of resignation:

1. Danielle O’Mara, School Counselor, effective December 21, 2024

All Board Members present voted yes—motion carried.

TEMP-ON-CALL &  
SUBSTITUTE  
POSITIONS  
2024 – 2025

Mrs. LaRocque moved, seconded by Mrs. Comins-Hunter that the approve the following temp-on-call and substitute positions for the 2024 – 2025 school year:

<u>Name</u>	<u>Position</u>
Vivian Porter	Communications and Publications Assistant

All Board Members present voted yes—motion carried.

FOUR-YEAR  
PROBATIONARY  
APPOINTMENT  
MCCULLOUGH

Mrs. LaRocque moved, seconded by Ms. Wotton, that the Board appoint the following person(s) to a Four-Year Probationary appointment as follows:

1. Name: Megan McCullough (*was temporary*)  
Tenure Area: School Social Worker  
Position: School Social Worker  
Effective Date: December 6, 2024  
Tentative Tenure Date: December 6, 2028  
Certification Status: School Social Worker, Provisional Certificate

(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).

All Board Members present voted yes—motion carried.

MEMORANDUM(S)  
OF AGREEMENT

Mrs. Boise moved, seconded by Mrs. LaRocque, that the Board approve the following Memorandum(s) 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 supervision for LMSWs.

2. Memorandum of Agreement between the Clinton-Essex-Warren-Washington Board of Cooperative Educational Service and the Champlain Valley Educational Services United Professionals regarding tuition reimbursement.

All Board Members present voted yes—motion carried.

SDNA

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

**WHEREAS**, pursuant to a resolution approved by the Board of the Clinton-Essex-Warren-Washington BOCES (“CEWW BOCES”) on June 12, 2024, CEWW BOCES entered into a Lease Agreement dated July 2, 2024 (the “Lease”) with CIDC Plattsburgh, LLC for the use of certain real property and improvements described in the Lease (the “Premises”); and

**WHEREAS**, the Lease requires the District to execute certain ancillary documents, including a Subordination, Non-Disturbance and Attornment Agreement (the “SNDA”); and

**WHEREAS**, the Lease further requires the District to provide certain ongoing financial disclosures and other information to Landlord and/or its lenders and related entities and the Landlord’s lender has requested that CEWW BOCES execute a Continuing Disclosure Agreement to facilitate ongoing compliance with the financial reporting requirements; and

**WHEREAS**, the Board of the CEWW BOCES has reviewed the terms of the proposed SNDA and Continuing Disclosure Agreement and has determined that the execution of these agreements is appropriate to fulfill the District’s obligations under the Lease;

**NOW THEREFORE, BE IT RESOLVED** by the Board of CEWW BOCES that the District Superintendent is hereby authorized to execute the Subordination, Non-Disturbance And Attornment Agreement with The Bank of Mellon New York and the Continuing Disclosure Agreement with the Digital Assurance Certification, LLC in substantially the form presented to the Board, with such changes as may be approved by the District Superintendent.

All Board Members present voted yes—motion carried.

LEASE  
AMENDMENT

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

**WHEREAS**, pursuant to a resolution approved by the Board of the Clinton-Essex-Warren-Washington BOCES (“CEWW BOCES”) on June 12, 2024, CEWW BOCES entered into a Lease Agreement dated July 2, 2024 (the “Lease”) with CIDC

Plattsburgh, LLC for the use of certain real property and improvements described in the Lease (the “Premises”); and

**WHEREAS**, CEWW BOCES and CIDC Plattsburgh, LLC desire to amend the Lease (the “Amendment”); and

**WHEREAS**, the Board of Education has reviewed the proposed Amendment and has determined that it is in the best interest of CEWW BOCES to proceed with the proposed changes, pending review by the District’s legal counsel and any required review and approval by the Commissioner of Education pursuant to applicable provisions of the Education Law;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of CEWW BOCES that the District Superintendent is hereby authorized to execute the Amendment and take any and all actions necessary to effectuate the purposes of this Resolution, provided that such execution and actions are consistent with the final approval by CEWW BOCES’ legal counsel and any requirements of the Commissioner of Education.

All Board Members present voted yes—motion carried.

ADJOURNMENT

Mr. Murdock moved, seconded by Ms. Wotton, to adjourn the meeting at 9:10 pm.  
All Board Members present voted yes—motion carried.

**DRAFT**

Katelyn Smart, Board Clerk