

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 YANDON-DILLON EDUCATIONAL CENTER II  
MINEVILLE, NY ON AUGUST 20, 2025, PROPOSED EXECUTIVE SESSION AT 6:00 PM – MEETING TO  
FOLLOW**

- No Action      1. CALL TO ORDER: DISTRICT SUPERINTENDENT  
                            a.      The Pledge of Allegiance  
                            b.      Roll Call of Board Members
- No Action      2. EXECUTIVE SESSION
- No Action      3. INTRODUCTION OF ALL PRESENT
- No Action      4. OPINIONS AND CONCERNS FROM THE AUDIENCE
- No Action      5. CVES FACILITIES EXPANSION UPDATE
- No Action      6. DISTRICT SUPERINTENDENT’S UPDATE
- Action         7. MINUTES OF PREVIOUS MEETING  
                            a.      July 9, 2025 (Enc. 1)
- Action         8. CONSENT AGENDA FINANCIAL  
                            a.      Certification of Warrant (Enc. 2)  
Action         b.      Initial AS-7 Cross Contracts (Enc. 3)  
Action         c.      Final AS-7 Cross Contracts (Enc. 4)  
Action         d.      Special Aid Fund Project (Enc. 5)  
Action         e.      Extra-Classroom Advisors (Enc. 6)  
Action         f.      Extracurricular Student Activity Advisors (Enc. 7)  
Action         g.      National School Lunch Program (Enc. 8)  
Action         h.      Special Education School-Age Summer School (Enc. 10)  
Action         i.      Special Education School-Age Summer School Non-Component (Enc. 11)  
Action         j.      Authorized Money Collector (Enc. 12)  
Action         k.      Lease (Enc. 13)  
Action         l.      Ancillary Services Agreement (Enc. 14)  
Action         m.      Legal Services Agreement (Enc. 15)  
Action         n.      Adult Education Sponsorship Agreements (Enc. 16)  
Action         o.      Excavator Rental Resolution (Enc. 17)  
Action         p.      SREB Contract (Enc. 18)  
Action         q.      Contractor/Consultant Agreement (Enc. 19)  
Action         r.      Easement Amendment (Enc. 20)

9. OLD BUSINESS

No Action a. None

10. CONSENT AGENDA PERSONNEL

- Action a. Amend (Enc. 21)
- Action b. Resignation(s) (Enc. 22)
- Action c. Leave(s) of Absence (Enc. 23)
- Action d. Permanent Appointment(s) (Civil Service) (Enc. 24)
- Action e. 52-Week Civil Service Probationary Appointment(s) (Enc. 25)
- Action f. Four-Year Probationary Appointment(s) (Enc. 26)
- Action g. Temporary Appointment(s) 2025 – 2026 (Enc. 27)
- Action h. Position Increase (Enc. 28)
- Action i. Temporary Grant Appointment(s) (Enc. 29)
- Action j. Renew Temporary Appointment(s) (Enc. 30)
- Action k. Hourly Civil Service Appointment (Enc. 31)
- Action l. Hourly Appointment 2025 – 2026 (Enc. 32)
- Action m. Adult Education Course Instructor(s) 2025 – 2026 (Enc. 33)
- Action n. Temp-on-Call & Substitute Position(s) (Enc. 34)
- Action o. Facilitator(s) 2025 – 2026 (Enc. 35)
- Action p. Facilitator(s) (Enc. 36)
- Action q. Special Projects Administrator (Enc. 37)
- Action r. Additional Work 2024 – 2025 (Enc. 38)
- Action s. Additional Work 2025 – 2026 (Enc. 39)
- Action t. 2025 – 2026 Special Education Summer School (ESY) Staffing (Enc. 40)

11. BOARD OF COOPERATIVE EDUCATIONAL SERVICES

- Action a. Vote Chairperson for Sale of Land Referendum (Enc. 41)
- Action b. Chief Election Inspector for Sale of Land Referendum (Enc. 42)
- Action c. Sale of Land Referendum Election Inspectors/Assistant Clerks (Enc. 43)
- Action d. Voter Declaration of Eligibility Form (Enc. 44)
- Action e. Process for Voter Challenges (Enc. 45)
- Action f. Authority to Appoint Election Inspectors/Assistant Clerks (Enc. 46)
- Action g. Requests for Approval to Attend Conference/Workshop (Enc. 47)
- Action h. New Policy 2<sup>nd</sup> Read & Adopt (Enc. 48)
- Action i. New Policy Waive & Adopt (Enc. 49)
- No Action j. Revised Policies First Read (Enc. 50)
- Action k. Adopt Revised Policy (Enc. 51)

12. NEW BUSINESS

No Action 13. OTHER

No Action 14. NEXT BOARD MEETING

Wednesday, September 10, 2025, at CVES Learning Hub Conference Center in Plattsburgh –  
Proposed Executive Session at 6:00 pm

No Action      15. REPORTS FROM DIRECTORS (Enc. 52)

Action          16. ADJOURNMENT

## CHAMPLAIN VALLEY EDUCATIONAL SERVICES

### MISSION

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

### VISION

*We aspire to be the premier provider of dynamic and innovative educational programs and shared services, serving as a catalyst for personal and regional growth and development toward a brighter global future.*

### IMPORTANT DATES

August 20, 2025	Board Meeting – Yandon-Dillon Educational Center, Mineville – 6:00 pm
September 10, 2025	Board Meeting – CVES Learning Hub Conference Center – Plattsburgh – 6:00 pm
September 27, 2026	CVES Board Retreat – Location TBD – 9:00 am
October 2, 2025	CV-TEC Family Night – Plattsburgh – 6:00 pm
October 7, 2025	CV-TEC Family Night – Mineville – 6:00 pm
October 7, 2025	Rise Center Family Night – Mineville – 5:00 pm
October 8, 2025	Audit Committee Meeting – Learning Hub Conference Center, Plattsburgh – 5:00 pm
October 8, 2025	Board Meeting – Conference Center, Plattsburgh – 6:00 pm
October 16, 2025	Rise Center Family Night – Plattsburgh – 5:00 pm
October 23-25, 2025	NYSSBA Annual Convention – NYC
November 4, 2025	Board Budget Committee Meeting – Discuss Budget Development & Review 2024 – 2025 Reconciliations – Conference Center, Plattsburgh – 6:00 pm
November 12, 2025	Board Meeting – Yandon-Dillon Center, Mineville – 6:00 pm
December 2, 2025	Board Budget Committee Meeting – Review 2024 – 2025 Reconciliations & Set Parameters for 2026 – 2027 Budgets – Conference Center, Plattsburgh – 6:00 pm
December 10, 2025	Audit Committee Meeting – CV-TEC, Plattsburgh – 5:00 pm
December 10, 2025	Board Meeting – CV-TEC, Plattsburgh – 7:30 pm
January 14, 2026	Board Meeting – Yandon-Dillon Center, Mineville – 6:00 pm
January 29, 2026	Board Budget Committee Meeting – Analyze/Discuss Preliminary 2026 – 2027 Budgets – Finalize Draft Budgets – CVES Conference Center, Plattsburgh - 6:00 pm
February 11, 2026	Audit Committee Meeting – CVES Conference Center, Plattsburgh – 5:00 pm
February 11, 2026	Board Meeting/Budget Presentations – CVES Conference Center, Plattsburgh – 6:00 pm
March 4, 2026	CVES Regional Spelling Bee
March 4, 2026	CV-TEC Open House – Mineville – 6:00 pm
March 5, 2026	CV-TEC Open House – Plattsburgh – 6:00 pm
March 11, 2026	Board Meeting – Yandon-Dillon Center, Mineville – 6:00 pm
March 19, 2026	NTHS Ceremony (Mineville Campus) Moriah CSD – 6:00 pm
March 26, 2026	NTHS Ceremony (Plattsburgh Campus) CVES Learning Hub Conference Center – 6:00 pm
April 1, 2026	Annual Meeting – CVES Learning Hub Conference Center, Plattsburgh – 6:00 pm
April 28, 2026	Election of CVES Board Members and Vote on Administrative Budget
May 13, 2026	Audit Committee Meeting – CVES Learning Hub Conference Center, Plattsburgh – 5:00 pm
May 13, 2026	Board Meeting – CVES Learning Hub Conference Center, Plattsburgh – 6:00 pm
June 9, 2026	Mineville SkillsUSA & NTSCC Awards Night, Moriah Central School – 6:00 pm
June 10, 2026	Board Meeting – CVES Learning Hub Conference Center, Plattsburgh – 6:00 pm

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June 11, 2026	CTSO Awards Ceremony – CVES Learning Hub Conference Center, Plattsburgh – 6:00 pm
June 12, 2026	WAF Graduation Ceremony – SUNY Giltz Auditorium – 9:30 am
June 18, 2026	Rise Center Mineville Graduation – Yandon-Dillon – 7:00 pm
June 23, 2026	Plattsburgh Rise Center Kindergarten Graduation – 10:00 am
June 23, 2026	CV-TEC Plattsburgh Graduation Ceremony – SUNY Plattsburgh Field House – 7:00 pm
June 24, 2026	CV-TEC Mineville Graduation Ceremony – Moriah Central School – 7:00 pm

## **MOTIONS TO ENTER INTO EXECUTIVE SESSION**

1. A matter which will imperil the Public safety if disclosed
2. A matter which may disclose the identity of a Law Enforcement Agent or Informer
3. A matter of information relating to a current or future investigation or prosecution of a criminal offense which would imperil effective Law Enforcement if disclosed
4. A matter of discussion regarding proposed, pending or current litigation
5. A matter of collective negotiations pursuant to Article 14 of Civil Service Law (The Taylor Law)
6. A matter of the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation
7. A matter of the preparation, grading or administration of examinations
8. A matter of the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by the School District if such discussion publicity would substantially affect the value thereof
9. A matter related to a specific student of the district

### **ENC. 1**

Recommend that the Board approve the Draft Minutes from the July 9, 2025 Regular Board meeting. (attached)

### **ENC. 2**

Recommend that the Board approve the Certification of Warrant for June 1, 2025 to August 11, 2025. (attached)

### **ENC. 3**

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

1. 2025 – 2026 Initial - Capital Region BOCES, \$3,994,987.32
  - Distance Learning (Ausable Valley, Beekmantown, Chazy, CVES, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh, Saranac, Willsboro)
  - Virtual Summer School (AuSable Valley, Plattsburgh)
  - Dream Consortium (CVES)
  - School Curriculum Improvement (Northern Adirondack)
  - Internet Services (Ausable Valley, Beekmantown, Chazy, Crown Point, CVES, Keene, Moriah, Northeastern Clinton, Peru, Plattsburgh, Putnam, Schroon Lake, Ticonderoga)
  - Computer Services (Ausable Valley, Beekmantown, Boquet Valley, Chazy, Crown Point, CVES, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh, Putnam, Saranac, Schroon Lake, Ticonderoga, Willsboro)
  - Laserfiche (Peru)
  - VOIP Telephone Services (AuSable Valley, Chazy, Crown Point, Moriah, Northeastern Clinton, Peru, Plattsburgh, Ticonderoga.)

### **ENC. 4**

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

1. 2024 – 2025 Final - Capital Region BOCES, \$4,461,044.70
  - Distance Learning (Ausable Valley, Beekmantown, Boquet Valley, Chazy, CVES, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh, Saranac, Willsboro)
  - Virtual Summer School (AuSable Valley, Northeastern, Plattsburgh)
  - Dream Consortium (CVES)
  - School Curriculum Improvement (Beekmantown, CVES, Northeastern Clinton, Northern Adirondack, Plattsburgh)
  - Internet Services (Ausable Valley, Beekmantown, Boquet Valley, Chazy, Crown Point, CVES, Keene, Moriah, Northeastern Clinton, Peru, Plattsburgh, Putnam, Schroon Lake, Ticonderoga)

### **ENC. 4 (Continued)**

Grant Writing Service (CVES)

- Computer Services (Ausable Valley, Beekmantown, Boquet Valley, Chazy, Crown Point, CVES, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh, Putnam, Saranac, Schroon Lake, Ticonderoga, Willsboro)

- Laserfiche (Peru)

- VOIP Telephone Services (AuSable Valley, Boquet Valley, Chazy, Crown Point, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh, Ticonderoga.)

2. 2024 – 2025 Final - WSWHE BOCES, \$92,968.10

- Shared Data Protection Officer (Beekmantown, Schroon Lake, Willsboro)

- Model Schools (CVES)

- Special Education – Vision Services (Schroon Lake)

- Staff Development Workshops (CVES, Keene, Northern Adirondack, Schroon Lake, Ticonderoga, Willsboro)

- Arts in Education (Schroon Lake)

### **ENC. 5**

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

1. Regional Partnership Centers Grant special aid fund project in the amount of \$16,400 for the period of July 1, 2024, through June 30, 2025. (S<sup>3</sup>)
2. Regional Food Bank of NENY Backpack Program special aid fund project, in the amount of \$1,000.00 for the period of July 1, 2025, through June 30, 2026. (Rise Center)
3. School Library System Basic Operating Aid (947) in the amount of \$104,553.00, for the period of July 1, 2025, through June 30, 2026. (S<sup>3</sup>)
4. School Library System Supplemental Operating Aid (956) in the amount of \$50,987.00, for the period of July 1, 2025, through June 30, 2026. (S<sup>3</sup>)

### **ENC. 6**

Recommend that the Board approve the following Extra-Classroom Advisors:

**2025 – 2026 Extra-Classroom Advisors:**

Club Advisors will receive NO additional compensation

Katie Gadway  
Lisa Tallman

**ENC. 6 (Continued)**

Alaina Weare  
Kylee Gonyea  
Maria Spadafora

**ENC. 7**

Recommend that the Board approve the following Extracurricular Student Activity Fund Club Advisors:

**2025 – 2026 Extra Curricular Student Activity Fund Club Advisors:**

Club Advisors will receive NO additional compensation

Cosmetology (Reflections)	Kimbery Lincoln (Co-Advisor)
Cosmetology (Reflections)	Lisa Banker (Co-Advisor)
Cosmetology (The Razor’s Edge) (Mineville)	Kylee Gonyea
North Country Loggers	Eric Jock (Co-Advisor)
North Country Loggers	Wyatt Warren (Co-Advisor)
LPN	Kelly Gowett (Co-Advisor)
LPN	Maria Hurteau (Co-Advisor)
LPN	Charles Johnson (Co-Advisor)
Skills USA (Mineville & Plattsburgh)	Nicole Santaniello
Skills USA (Plattsburgh)	Katie Gadway
Skills USA (Plattsburgh)	Lisa Tallman
Skills USA (Plattsburgh)	Alaina Weare
Skills USA (Mineville)	Kylee Gonyea
Skills USA (Mineville)	Maria Spadafora
FFA	Anika Sewell
FFA	Madison Peryea
FFA	Erin Myers
FFA	Eric Jock
FFA	Wyatt Warren

**ENC. 8**

Recommend that the Board approve the following:

1. Recommended that the Board adopt the Policy Statement for Free and Reduced Price Meals or Free Milk in accordance with NYSED program requirements for the federally assisted National School Lunch Program School Breakfast Program, or Special Milk Program, for the 2025 – 2026 school year.

## ENC. 9

Recommend that the Board approve the following 2026 Special Education School-Age Summer School Resolution:

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

WHEREAS, the CEWW BOCES has received written notification from the following school districts indicating their commitment to participate in the 2026 Special Education School-Age Summer School and to pay the actual costs of operating the 2026 summer program, notwithstanding State Education Department tuition rates:

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

IT IS THEREFORE RESOLVED, that after diligently analyzing written notices provided by component Districts via Board Resolution, committing to pay the actual costs of operating the 2026 summer program, notwithstanding State Education Department tuition rates, the CEWW Board of Cooperative Educational Services authorizes the CEWW BOCES Special Education Director to provide 2026 Special Education School-Age Summer School.

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

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

IT IS THEREFORE RESOLVED, that if component Districts commit by Board Resolution to pay the actual costs of operating the 2026 summer program, notwithstanding State Education Department tuition rates, as indicated by written notice from those Districts, no later than August 1, 2025; CEWW BOCES will diligently analyze its ability to provide services in summer 2026, 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. 10**

Recommend that the Board approve the following 2026 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 2026 Special Education School-Age Summer School

and to pay the actual costs of operating the 2026 summer program, notwithstanding State Education Department tuition rates:

Chateaugay, Saranac Lake, Lake Placid, North Warren

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 2026 summer program, notwithstanding State Education Department tuition rates, the CEWW Board of Cooperative Educational Services authorizes the CEWW BOCES Special Education Director to provide 2026 Special Education School-Age Summer School.

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

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

IT IS THEREFORE RESOLVED, that if component Districts commit by Board Resolution to pay the actual costs of operating the 2026 summer program, notwithstanding State Education Department tuition rates, as indicated by written notice from those Districts, no later than August 1, 2025; CEWW BOCES will diligently analyze its ability to provide services in summer 2026, 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. 11**

Recommend that the Board approve the following authorized money collectors:

1. Authorize Kelly Gowett to collect money pertaining to Health Career Program Activities at CV-TEC Plattsburgh campus for 2025 – 2026 school year.
2. Authorize Adele Huchro as custodian of the \$75.00 change fund for the Work Experience Program at the Mineville Campus for 2025 – 2026 school year.
3. Authorize Jessie Moulton to collect money for the Benefit Coordination Office at the Learning Hub campus for 2025 – 2026 school year.

## **ENC. 12**

Recommend that the Board approve the following Lease Agreements:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and Clinton Community College for the purpose of allowing BOCES to lease classroom and office space at 53 Clinton Point Drive, Plattsburgh, NY 12901 for the purpose of housing the New Visions Applied Engineering program. It has been determined this lease is the best financial interest of the BOCES on the basis of the needs of the BOCES and the BOCES' students and is free from conflicts of interest. The agreement will commence September 1, 2025 and will continue through June 30, 2026. The annual rent paid to Clinton Community College by BOCES for the contract term of September 1, 2025 to June 30, 2026 shall be \$0 (zero) for the covered term with an allowance to negotiate for more space at additional rent if more rooms are needed and become available. This cost has been determined to be less than market value. (CV-TEC) (attached)
2. Agreement between Clinton-Essex-Warren-Washington BOCES and the State University of New York (SUNY Plattsburgh) for the purpose of allowing BOCES to lease three rooms located at Sibley Hall, 113 Rugar Street, Plattsburgh, NY 12901. The agreement will commence August 22, 2025, and will continue for a period of 2 years through August 21, 2027. The annual rent paid to SUNY Plattsburgh by BOCES shall be \$11,782.00 annually. It has been determined that this lease agreement is in the best financial interests of the BOCES to provide space for programmatic needs. The rental payment does not exceed fair market value and the agreement is without conflict of interest. (Rise Center) (attached)

### **ENC. 13**

Recommend that the Board approve the following Ancillary Services Agreement:

1. Ancillary Services Agreement between Clinton Community College and Clinton-Essex-Warren-Washington BOCES to coincide with the Lease Agreement term of September 1, 2025 through June 30, 2026.

An additional amount of \$5,000 shall be paid by BOCES to the district for ancillary services for the term of the agreement. (CV-TEC) (attached)

### **ENC. 14**

Recommend that the Board approval the following Legal Services Agreement:

1. Agreement between CEWW BOCES and FERRARA FIORENZA PC for Legal Services as needed, at a rate of \$ 235 per hour for attorney services; \$180-\$230 per hour for associate attorneys, \$165 per hour for law clerks, and \$145 per hour for paralegals and legal assistants for the period of July 1, 2025 through June 30, 2026. (Administration) (attached)

### **ENC. 15**

Recommend that the Board approve the following Adult Education Sponsorship Agreements:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and AuSable Valley, Beekmantown, Boquet Valley, Chazy Central Rural, Crown Point, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh City, Saranac, Schroon Lake, Ticonderoga, and Willsboro Central School Districts for the purpose of providing Adult Education Instructional Activities for the 2025 – 2026 school year. (CV-TEC) (attached)

### **ENC. 16**

Recommend that the Board approve the following resolution:

1. Recommend that the Board 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 1, 2025, through June 30, 2026 with a total expenditure not anticipated to exceed \$33,400. Be it further recommended that the CVES District Superintendent be granted authority to enter into rental agreements contingent upon CVES' attorney approval.

### **ENC. 17**

Recommend that the Board approve the following Contract:

1. Contract between CEWW BOCES and The Southern Regional Education Board (SREB) / Schools that Work to outline SREB's participation expectations and services under BOCES' partnership with SREB to work towards school reform and continuous improvement of quality instruction at CV-TEC. The agreement remains in effect for the period of July 1, 2025 through June 30, 2026. The total billable amount for SREB services is \$60,000. (CV-TEC) (attached)

### **ENC. 18**

Recommend that the Board approve the following Contractor/ Consultant Agreement:

1. Agreement between Clinton-Essex-Warren-Washington BOCES and Vicma I. Ramos, Ed.D. under which Dr. Ramos will provide planning and facilitation support to assist BOCES in accelerating and improving the BOCES-wide Strategic Plan for Continuous Improvement. Agreement services will take place during the 2025 – 2026 school year for an amount not anticipated to exceed \$17,225.

### **ENC. 19**

Recommend that the Board amend the following easement accepted at the May 14, 2025, Board Meeting:

1. An easement to be granted to the New York State Electric and Gas Corporation. The easement is 30 15 feet in width and enters at the southwesterly property corner at the properties of CIDC Plattsburgh LLC and Clinton County Airport and extends in an easterly direction along the southerly property line to a point located about 1,700 1575 feet westerly of the centerline of Military Turnpike and being on or about CVES' southerly property line. (Administration)

### **ENC. 20**

Recommend that the Board Amend the following appointment that was approved on the June 11, 2025 Board Agenda:

1. Recommend that the Board approve the following Facilitators for the period of ~~June 14, 2025—June 21, 2025~~: June 9, 2025 – June 21, 2025:

Facilitators, \$30/hr  
Cynthia Lindberg

Not-to-exceed 25 hours

### **ENC. 20 (Continued)**

Recommend that the Board Amend the following resignation that was approved on the July 9, 2025 Board Agenda:

1. Recommend that the Board approve the following letter(s) of resignation:  
Melissa Whitley, Special Education Teacher, effective ~~August 15, 2025~~ July 25, 2025

### **ENC. 21**

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

1. Kyla Clark, Teaching Assistant, effective July 31, 2025
2. Anne Taylor, Teaching Assistant, effective July 31, 2025
3. Sarah Luposello, Personnel Specialist, effective August 1, 2025
4. Molly Martineau, Teacher Aide/ Student Aide, effective August 16, 2025
5. Samantha Buckson, Teacher Aide/ Student Aide, effective August 16, 2025
6. Lisa Whalen, Teaching Assistant, effective August 18, 2025
7. Kayla Coolidge, Teacher Aide/ Student Aide, effective September 1, 2025
8. Amelia Stevens, Communications and Publications Assistant, effective July 28, 2025 for the purpose of accepting a Multi-Media Specialist position
9. Shaylee Garrow, Teacher Aide Student Aide, effective September 2, 2025 for the purpose of accepting a Teaching Assistant Position
10. Alexis Beyer, Teaching Assistant, effective September 2, 2025 for the purpose of accepting a Registered Behavior Technician position
11. Alyssa Morin, Teaching Assistant, effective September 2, 2025 for the purpose of accepting a Special Education Teacher position
12. Payton Gough, Teaching Assistant, effective September 2, 2025 for the purpose of accepting a Special Education Teacher position
13. Penny Comes, Teaching Assistant, effective September 2, 2025 for the purpose of accepting a Temporary Teaching Assistant position
14. Cheyenne Goddeau, Teacher Aide/ Student Aide, effective September 2, 2025 for the purpose of accepting a Teaching Assistant position

### **ENC. 22**

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

1. Kevin Shaw, Principal, effective July 1, 2025 – June 30, 2026 for the purpose of accepting a Dean of Students position

## **ENC. 22 (Continued)**

2. Melissa Gough, Teaching Assistant, effective September 2, 2025 – June 30, 2026 for the purpose of accepting a Special Education Teacher position
3. Patricia Sharlow, Teaching Assistant, effective September 2, 2025 – June 30, 2026 for the purpose of accepting a Special Education Teacher position
4. Bethany Katzfey, Teaching Assistant, effective September 2, 2025 – June 30, 2026 for the purpose of accepting a Special Education Teacher position
5. Heather Agoney, Teaching Assistant, effective September 2, 2025 – June 30, 2026 for the purpose of accepting a Special Education Teacher position
6. Janine Manley, Teaching Assistant, effective September 2, 2025 – June 30, 2026 for the purpose of accepting a Special Education Teacher position

## **ENC. 23**

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

1. Jessica Collier, Publications Specialist, effective July 18, 2025
2. Madany Diallo, Computer Specialist, effective July 22, 2025
3. Tavin Head, Network and Systems Technician, effective August 4, 2025
4. Devin LaPorte, HVAC Technician, effective August 7, 2025
5. Miranda Sheffer, School District Treasurer, effective August 11, 2025
6. Thomas Houle, Health, Safety and Risk Management Specialist, effective August 19, 2025
7. Heather Brawn, Junior Accountant, effective August 27, 2025
8. Nicholas Wawrzynski, Custodial Worker, effective September 5, 2025

## **ENC. 24**

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

1. Name: Amelia Stevens  
Position: Multi-Media Specialist  
Effective Date: July 28, 2025  
Tentative Permanent Date: July 28, 2026  
Annualized Salary: \$43,000
2. Name: Kelsey Hulbert  
Position: Multi-Media Specialist  
Effective Date: August 4, 2025  
Tentative Permanent Date: August 4, 2026

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

Annualized Salary: \$43,000

3. Name: Robert Barcomb  
Position: Network and Systems Technician  
Effective Date: August 4, 2025  
Tentative Permanent Date: August 4, 2026  
Annualized Salary: \$65,576
  
4. Name: Michael Piekarski  
Position: School Lunch Manager  
Effective Date: September 2, 2025  
Tentative Permanent Date: September 2, 2026  
Annualized Salary: \$48,500
  
5. Name: Amanda Dickinson  
Position: Teacher Aide/ Student Aide  
Effective Date: September 2, 2025  
Tentative Permanent Date: September 2, 2026  
Annualized Salary: \$22,500
  
6. Name: Alexis Beyer  
Position: Registered Behavior Technician  
Effective Date: September 2, 2025  
Tentative Permanent Date: September 2, 2026  
Annualized Salary: \$37,000

## **ENC. 25**

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

1. Name: Madison Bokus (was temporary)  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: September 2, 2025  
Tentative Tenure Date: September 2, 2029  
Certification Status: Teaching Assistant, Level I
  
2. Name: Kathleen Mannix (was temporary)

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

Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: September 2, 2025  
Tentative Tenure Date: September 2, 2029  
Certification Status: Teaching Assistant, Level I

3. Name: Karis Kourofsky  
Tenure Area: Academic Services Teacher  
Position: Academic Services Teacher  
Effective Date: September 2, 2025  
Tentative Tenure Date: September 2, 2029  
Certification Status: Students with Disabilities, Generalist, 7-12, Initial  
Annualized Salary: \$54,000

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

## **ENC. 26**

Recommend that the Board appoint the following person(s) to a Temporary appointment as follows for the 2025 – 2026 school year:

1. Name: Kevin Shaw  
Position: Dean of Students  
Effective Dates: July 1, 2025 – June 30, 2026  
Annualized Salary: \$92,645  
Certification Status: Carpentry 7-12, Professional
2. Name: Payton Gough  
Position: Special Education Teacher  
Effective Dates: September 2, 2025 – June 30, 2026  
Annualized Salary: \$52,000  
Certification Status: Teaching Assistant, Level I
3. Name: Taylor Galarneau  
Position: Special Education Teacher  
Effective Dates: September 2, 2025 – June 30, 2026  
Annualized Salary: \$54,000

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

Certification Status: Childhood Education (Grades 1-6) Initial

4. Name: Alyssa Morin  
Position: Special Education Teacher  
Effective Dates: September 2, 2025 – June 30, 2026  
Annualized Salary: \$52,000  
Certification Status: Teaching Assistant, Level I
  
5. Name: Fontilla Richardson  
Position: Special Education Teacher  
Effective Dates: September 2, 2025 – June 30, 2026  
Annualized Salary: \$52,000  
Certification Status: Teaching Assistant, Level III
  
6. Name: Shaylee Garrow  
Position: Teaching Assistant  
Effective Dates: September 2, 2025 – June 30, 2026  
Annualized Salary: \$30,500  
Certification Status: Early Childhood Education (Birth- Grade 2) Initial, Childhood Education (Grades 1-6) Initial
  
7. Name: Debra Bevins  
Position: Teaching Assistant  
Effective Dates: September 2, 2025 – June 30, 2026  
Annualized Salary: \$30,500  
Certification Status: Uncertified
  
8. Name: Kathleen Boyles  
Position: Teaching Assistant  
Effective Dates: September 2, 2025 – June 30, 2026  
Annualized Salary: \$30,500  
Certification Status: Uncertified
  
9. Name: Penny Comes  
Position: Teaching Assistant  
Effective Dates: September 2, 2025 – June 30, 2026  
Annualized Salary: \$37,839  
Certification Status: Uncertified

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

10. Name: Cheyenne Goddeau  
Position: Teaching Assistant  
Effective Dates: September 2, 2025 – June 30, 2026  
Annualized Salary: \$30,500  
Certification Status: Uncertified
  
11. Name: Nicholas Page  
Position: Teaching Assistant  
Effective Dates: September 2, 2025 – June 30, 2026  
Annualized Salary: \$30,500  
Certification Status: Uncertified
  
12. Name: Daniel Munson (pending fingerprint clearance)  
Position: Teaching Assistant  
Effective Dates: September 2, 2025 – June 30, 2026  
Annualized Salary: \$30,500  
Certification Status: Uncertified

### **ENC. 27**

Recommend that the Board increase the following position(s):

1. Name: Stacey Smart  
Position: Registered Nurse (Schools), (was .8 FTE, moving to 1.0 FTE)  
Effective Date: September 2, 2025  
Annualized Salary: \$58,062

### **ENC. 28**

Recommend that the Board approve the following Temporary Grant appointment from July 1, 2025 – December 30, 2025:

1. Jacob Pelkey, Work-Study Student, not-to-exceed 160 hours at \$15.50/hour
2. Jacob Honness, Work-Study Student, not-to-exceed 160 hours at \$15.50/hour
3. Maliki McMahan, Work-Study Student, not-to-exceed 160 hours at \$15.50/hour

## ENC. 29

Recommend that the Board renew the following Temporary Appointments effective September 2, 2025 – June 30, 2026:

<u>Name</u>	<u>Position</u>
Tyler Langley	Physical Education Teacher
Jacob Cummings	Special Education Teacher
Suzanne Chrisman	Special Education Teacher
Patricia Sharlow	Special Education Teacher
Bridget Trombley	Special Education Teacher
Heather Agoney	Special Education Teacher
Mariellen Boyd	Special Education Teacher
Bethany Katzfey	Special Education Teacher
Chelsea Benway	Special Education Teacher
Joanne Beaudry	Special Education Teacher
Janine Manley	Special Education Teacher
Dalton Castine	Special Education Teacher
Krista Williams	Special Education Teacher
Melissa Gough	Special Education Teacher
Matthew Taylor	Teaching Assistant
Heather Stranahan	Teaching Assistant
Nikki Catlin	Teaching Assistant
Hanna Duquette	Teaching Assistant
Amber Wethington	Teaching Assistant
William Badger	Teaching Assistant
Kaili Bourdeau	Teaching Assistant
Sean Conklin	Teaching Assistant
Morgan Koyste	Teaching Assistant
Rolla Parker	Teaching Assistant
Lynasia Rabideau	Teaching Assistant
Shanna Rivers	Teaching Assistant
Alma Medina	Teaching Assistant

## ENC. 30

Recommend that the Board appoint the following person(s) to an hourly Civil Service Appointment for the 2025 – 2026 School Year:

Labor Specialist, \$45/hr  
David McKillip

### **ENC. 31**

Recommend that the Board appoint the following person(s) to an hourly appointment for the 2025 – 2026 school year:

Instructional Training Specialist, \$45/hr  
Joan McGowan

### **ENC. 32**

Recommend that the Board approve the following Adult Education Course Instructors for the 2025 – 2026 school year:

Adult Education, hourly rate of pay per contract

Andrea Paige, effective September 2, 2025

Chad Blair

Penny Comes

Melissa Facticeau

Melanie Faville

Katie Gadway

Nicole Gillespie

Kylee Gonyea

Eric Jock

Kimberly Lincoln

Patrick Maneely

Alma Medina

Elizabeth Otto

Madison Peryea

Jacoby Richards

Maria Spadafora

Taylor Sprague

Albert Stickle

Ellen Supinski

Lisa Tallman

Wyatt Warren

Thomas Willette

Brian Womer

Donna Wyant

Adult Education, \$35/hr

Dana Poirier, effective August 4, 2025

**ENC. 33**

Recommend that the Board approve the following Temp-On-Call and Substitute positions for the 2025 – 2026 School Year:

<u>Name</u>	<u>Position</u>
Michael Defayette	Bus Driver
Kim Mayer	Bus Driver
Elizabeth Christon	Claims Auditor
Elizabeth Christon	Cleaner/ Messenger
Elizabeth Christon	Clerk
Leslie Plante	Clerk, effective August 7, 2025
Wyatt Premore	Computer Lab Assistant
Randolph Patnode	Custodial Worker
Karlea Luxon	Food Service Helper
Katelynn Belair	Food Service Helper
Michael Bova	Teacher
Richard Brogowski	Teacher
Lyndon Johnson	Teacher
Kathryn Tallman	Teacher
Bridget Riley	Teacher
Elizabeth Parent	Teacher
Alexandria Miller	Teacher
Michael Magee	Teacher
David Gardiner	Teacher
Lori Ducharme	Teacher
Faye Dayton	Teacher
Katelyn Cragle	Teacher
Brian Callahan	Teacher
Sheilah Boyea	Teacher
Miona Amoriell	Teacher
Robert Thierry	Teacher
Celia Briggs	Teacher Aide/ Student Aide
Ann Taylor	Teacher Aide/ Student Aide
Karlea Luxon	Teacher Aide/ Student Aide
Hailee Liberty	Teacher Aide/ Student Aide
Diane Katzfey	Teacher Aide/ Student Aide
Samantha Parker	Teacher Aide/ Student Aide
Molly Martineau	Teacher Aide/ Student Aide
Samantha Buckson	Teacher Aide/ Student Aide
Jodi Brunner	Teacher Aide/ Student Aide
Annemarie Geiger	Teacher Aide/ Student Aide
Leslie Plante	Teacher Aide/ Student Aide, effective August 7, 2025
Michael Bova	Teaching Assistant
Lyndon Johnson	Teaching Assistant
Kathryn Tallman	Teaching Assistant

**ENC. 33 (Continued)**

Bridget Riley	Teaching Assistant
Elizabeth Parent	Teaching Assistant
Alexandria Miller	Teaching Assistant
Michael Magee	Teaching Assistant
Ann Taylor	Teaching Assistant
Faye Dayton	Teaching Assistant
Katelyn Cragle	Teaching Assistant
Brian Callahan	Teaching Assistant
Sheilah Boyea	Teaching Assistant
Miona Amoriell	Teaching Assistant
Molly Martineau	Teaching Assistant
Robert Thierry	Teaching Assistant
Leslie Plante	Teaching Assistant, effective August 7, 2025

**ENC. 34**

Recommend that the Board approve the following Facilitator(s) for the 2025 – 2026 School Year:

Facilitator, \$30/hr  
Dr. Harry Brooks  
Theresa Tregan

**ENC. 35**

Recommend that the Board approve the following Facilitator(s) for the period of June 14, 2025 – June 21, 2025:

Facilitators, \$30/hr  
Hannah Booth

Not-to-exceed 48 hours

**ENC. 36**

Recommend that the Board approve the following Special Projects Administrator for the 2025 – 2026 School Year:

Special Projects Administrator, \$50/hr  
Dr. Harry Brooks

### ENC. 37

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

Continuation of Normal Work Year Duties, hourly rate of pay

Tyler Puchrik	Not-to-exceed 2.25 hours
Kevin Donoghue	Not-to-exceed 1.25 hours

### ENC. 38

Recommend that the Board approve the following Additional Work for the 2025 – 2026 School Year:

Continuation of Normal Work Year Duties, hourly rate of pay

Celia Bashaw	Not-to-exceed 180 hours
Joan Hubbard	Not-to-exceed 20 hours
Alexis Beyer, RBT	Not-to-exceed 10 hours
Suezanne Chrisman	Not-to-exceed 2 hours

Classroom Moves, hourly rate of pay per contract

Karis Kourofsky	Not-to-exceed 14 hours
Bridget Trombley	Not-to-exceed 12 hours
Chelsea Benway	Not-to-exceed 12 hours
Jillian Zieger	Not-to-exceed 12 hours
Krista Williams	Not-to-exceed 12 hours
Laurie Dubay	Not-to-exceed 12 hours
Maxwell Neimeier	Not-to-exceed 12 hours
Rhona Stoffel	Not-to-exceed 12 hours
Suezanne Chrisman	Not-to-exceed 12 hours
Melissa Gough	Not-to-exceed 12 hours
Jill Spring	Not-to-exceed 6 hours
Nicole Haran	Not-to-exceed 6 hours
Arianna Hicks	Not-to-exceed 6 hours
Brianna Hall	Not-to-exceed 6 hours
Brandy Rivers	Not-to-exceed 6 hours
Brooke Stevens	Not-to-exceed 6 hours
Heather Stranahan	Not-to-exceed 6 hours
James Lavoie	Not-to-exceed 6 hours
Julie Favro	Not-to-exceed 6 hours
Kathleen Kotsogiannis	Not-to-exceed 6 hours
Kent Olsen	Not-to-exceed 6 hours
Kiera Simpson	Not-to-exceed 6 hours
Kyle Smith	Not-to-exceed 6 hours
Lia Hemingway	Not-to-exceed 6 hours
Lynasia Rabideau	Not-to-exceed 6 hours

## ENC. 38 (Continued)

Madison Bokus	Not-to-exceed 6 hours
Mandi Spofford	Not-to-exceed 6 hours
Maryssa Romeo	Not-to-exceed 6 hours
Michelle Mosher	Not-to-exceed 6 hours
Moran Koyste	Not-to-exceed 6 hours
Nancy St.Marie	Not-to-exceed 6 hours
Realelena Hurley	Not-to-exceed 6 hours
Sarah Agnew	Not-to-exceed 6 hours
Shanna Rivers	Not-to-exceed 6 hours

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

Tera Filion Potts (PAES Lab Restructure)	Not-to-exceed 10 hours
Emily Duquette (PAES Lab Restructure)	Not-to-exceed 10 hours
Joanne Beaudry	Not-to-exceed 20 hours
Realelena Hurley	Not-to-exceed 20 hours
Suezanne Chrisman	Not-to-exceed 20 hours
William Badger	Not-to-exceed 20 hours

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

Joanne Beaudry	Not-to-exceed 6 hours
Realelena Hurley	Not-to-exceed 6 hours
Suezanne Chrisman	Not-to-exceed 6 hours
William Badger	Not-to-exceed 6 hours
Taylor Galarneau	Not-to-exceed 4 hours
Alyssa Morin	Not-to-exceed 10 hours
Payton Gough	Not-to-exceed 10 hours
Joanne Beaudry	Not-to-exceed 10 hours
Elizabeth Landrie	Not-to-exceed 10 hours

### Trainings, hourly rate of pay per contract

Karis Kourofsy (New CTE Teacher Training)	Not-to-exceed 14 hours
Mariellen Boyd (ESY Training Day)	Not-to-exceed 6 hours
Emma Rabideau (ESY Training Day)	Not-to-exceed 6 hours
Julie Favro (ESY Training Day)	Not-to-exceed 6 hours
Mikayla Defayette (ESY Training Day)	Not-to-exceed 6 hours
Jaiden Varmette (ESY Training Day)	Not-to-exceed 6 hours
Jennifer Cowling (ESY Training Day)	Not-to-exceed 6 hours
Jill Spring (ESY Training Day)	Not-to-exceed 6 hours
Jocelyn Rock (ESY Training Day)	Not-to-exceed 6 hours
Melissa Whitley (ESY Training Day)	Not-to-exceed 6 hours
Kelsey Harland (ESY Training Day)	Not-to-exceed 6 hours
Payton Gough (ESY Training Day)	Not-to-exceed 6 hours
Nicole Haran (ESY Training Day)	Not-to-exceed 6 hours

### ENC. 38 (Continued)

Melissa Gough (ESY Training Day)	Not-to-exceed 6 hours
Adele Huchro (ESY Training Day)	Not-to-exceed 6 hours
Amy Keech (ESY Training Day)	Not-to-exceed 6 hours
Deisree Cassavaugh (ESY Training Day)	Not-to-exceed 6 hours
Lisa Briscoe (Wiggle Room Protocols)	Not-to-exceed 30 hours
Alyssa Restrepo (A.C.E. Training)	Not-to-exceed 8 hours
Dawn Bordeau (A.C.E. Training)	Not-to-exceed 8 hours
Heather Hambleton (A.C.E. Training)	Not-to-exceed 8 hours
Jennifer Cowling (A.C.E. Training)	Not-to-exceed 8 hours
Kiara Garneau (A.C.E. Training)	Not-to-exceed 8 hours
Laurie Dubay (A.C.E. Training)	Not-to-exceed 8 hours
Lynasia Rabideau (A.C.E. Training)	Not-to-exceed 8 hours
Michelle Mosher (A.C.E. Training)	Not-to-exceed 8 hours
Nancy St. Marie (A.C.E. Training)	Not-to-exceed 8 hours
Patricia Fortin (A.C.E. Training)	Not-to-exceed 8 hours
Rhona Stoffel (A.C.E. Training)	Not-to-exceed 8 hours
Amy Keech (A.C.E. Training)	Not-to-exceed 8 hours
Taylor Galarneau (A.C.E. Training)	Not-to-exceed 8 hours
Whitney Gagnier (A.C.E. Training)	Not-to-exceed 8 hours
Shaylee Garrow (A.C.E. Training)	Not-to-exceed 8 hours
Vallerie White (A.C.E. Training)	Not-to-exceed 8 hours
Kathleen Boyles (A.C.E. Training)	Not-to-exceed 8 hours
Brideget Trombley (A.C.E. Training)	Not-to-exceed 8 hours
Lisa Hemingway (A.C.E. Training)	Not-to-exceed 8 hours
Jillian Zieger (A.C.E. Training)	Not-to-exceed 8 hours
Taylor Galarneau (Ignite Training)	Not-to-exceed 12 hours
Heather Stranahan (Ignite Training)	Not-to-exceed 4 hours
Mikayla Defayette (Ignite Training)	Not-to-exceed 12 hours
Heather VanAlphen (Ignite Training)	Not-to-exceed 12 hours
Brittney Morse (Ignite Training)	Not-to-exceed 12 hours
Marky LaPorte (Ignite Training)	Not-to-exceed 12 hours
Karen Yeager (Ignite Training)	Not-to-exceed 12 hours
Shaylee Garrow (Ignite Training)	Not-to-exceed 12 hours
Dawn Bordeau (Ignite Training)	Not-to-exceed 8 hours
Mariellen Boyd (Ignite Training)	Not-to-exceed 8 hours
Elizabeth Theeman (Training Prep)	Not-to-exceed 4.5 hours
Kimberly Denton (Training Prep)	Not-to-exceed 3 hours
Joanne Beaudry (Training Prep)	Not-to-exceed 3 hours
Melissa Gough (Training Prep)	Not-to-exceed 1 hour
Kayla Laughlin (Training Prep)	Not-to-exceed 2 hours
Audrey Crucetti (Training Prep)	Not-to-exceed 2 hours
Hannah Booth (Training Prep)	Not-to-exceed 2 hours
Emily Rascoe (Training Prep)	Not-to-exceed 2 hours
Christopher Falvey (Training Prep)	Not-to-exceed 2 hours

## ENC. 38 (Continued)

Payton Gough (Training Prep)	Not-to-exceed 1.5 hours
Savanna-Lin Frederick (Training Prep)	Not-to-exceed 1 hour
Mariellen Boyd (Training Prep)	Not-to-exceed 1 hour
Julie Adams (Training Prep)	Not-to-exceed 1 hour
Susan Tourville (Training Prep)	Not-to-exceed 1 hour
Mikayla Defayette (Training Prep)	Not-to-exceed 2 hours
Alyssa Restrepo (Training Prep)	Not-to-exceed 4 hours
Arianna Menard (Training Prep)	Not-to-exceed 2 hours
Suezanne Chrisman (We Teach- New Teacher Training)	Not-to-exceed 7 hours
Aylssa Morin (We Teach- New Teacher Training)	Not-to-exceed 7 hours
Jillian Zieger (We Teach- New Teacher Training)	Not-to-exceed 7 hours
Taylor Galarneau (We Teach- New Teacher Training)	Not-to-exceed 7 hours
Laurie Dubay (We Teach- New Teacher Training)	Not-to-exceed 7 hours

Stipend Positions, Compensation per collective bargaining agreement

Nicole Santaniello	Skills USA Advisor, Plattsburgh & Mineville
Patrick Maneely	Associate Skills USA Advisor, Plattsburgh
Katie Gadway	Associate Skills USA Advisor, Plattsburgh
Alaina Weare	Associate Skills USA Advisor, Plattsburgh
Lisa Tallman	Associate Skills USA Advisor, Plattsburgh
Donna Wyant	Associate Skills USA Advisor, Plattsburgh
Maria Spadafora	Associate Skills USA Advisor, Mineville
Elizabeth Otto	Associate Skills USA Advisor, Mineville
Katie Gadway	NTHS CO-Advisor, Plattsburgh
Claire Cantwell-Jones	NTHS CO-Advisor, Plattsburgh
Joanne Mazzotte	NTHS Advisor, Mineville
Andrea Trombley	Co-PBIS Coordinator, Plattsburgh
Allison Bola	Co-PBIS Coordinator, Plattsburgh
Catherine Premore	Co-Yearbook Advisor, RISE, Plattsburgh
Elizabeth Laundrie	Co-Yearbook Advisor, RISE, Plattsburgh
Krystal Jaquish	Yearbook Advisor, RISE, Mineville
Alyssa Morin	PBIS Coordinator, Mineville

Continuation of Normal Work year duties, \$49.29/hr

Danielle Janisewski	Not-to-exceed 100 hours
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Program Development, \$31/hr

Fontilla Richardson (Life Skills Program)	Not-to-exceed 4 hours
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Trainings, \$31/hr

Fontilla Richardson (Ignite Training)	Not-to-exceed 12 hours
Debra Bevins (Ignite Training)	Not-to-exceed 12 hours

**ENC. 39**

Recommend that the Board approve the following 2025 – 2026 Special Education Summer School (ESY) Staffing:

Registered Nurse, hourly rate of pay per contract  
Maria Spadafora

School Counselor, hourly rate of pay per contract  
Julie Favro

Teaching Assistant, Transition Services, hourly rate of pay per contract

Celia Bashaw	Not-to-exceed 180 hours
Ciarra Smith	Not-to-exceed 180 hours
Dawn Perry	Not-to-exceed 180 hours
Hannah Duquette	Not-to-exceed 180 hours
Maiya Giroux	Not-to-exceed 180 hours
Marky LaPorte	Not-to-exceed 180 hours
Nikki Catlin	Not-to-exceed 180 hours

Registered Nurse, \$44/hr  
Debra Bevins

School Lunch Manager, \$242.50/daily  
Michael Piekarski

Speech Language Pathologist, \$44/hr  
Katherine Lewis  
Stephanie Storms

Teaching Assistant, \$30/hr  
Sydney Glebus

Teacher Aide/ Student Aide, \$17.50/hr  
Annemarie Geiger  
Stephanie Kemp  
Olivia McLennan  
Hailee Liberty

### **ENC. 40**

Recommend that the Board approve the following Vote Chairperson:

1. Recommend the Board appoint Katelyn Smart as Vote Chairperson of the Sale of Land Referendum Vote on August 26, 2025.

### **ENC. 41**

Recommend that the Board approve the following Chief Election Inspector:

1. Recommend that the Board appoint Katelyn Smart as Chief Election Inspector of the Sale of Land Referendum Vote on August 26, 2025.

### **ENC. 42**

Recommend that the Board appoint the following list of Head Election Inspectors/Assistant Clerks & Election Inspector/Assistant Clerk for the Sale of Land Referendum Vote on August 26, 2025, and corresponding training:

Head Election Inspector (Hourly rate)

Katelyn Smart

Head Election Inspector (\$27/hour)

Vicki Demarse-Giroux

Election Inspector/Assistant Clerks (\$25/hour)

Marcie Frasier

Melisa Lucia

April Miner

Jessie Moulton

Hayden Reidy

Michele Scott

Deborah Sears

Miranda Sheffer

Karin Mulligan

Election Inspector/Assistant Clerks (No additional compensation)

Eric Bell

### **ENC. 43**

Recommend that the Board approve the following Voter Declaration of Eligibility Form. (attached)

**ENC. 44**

Recommend that the Board approve the following Process for Voter Challenges. (attached)

**ENC. 45**

The Board authorizes the District Superintendent to appoint CEWW BOCES employees as substitute Election Inspectors/Assistant Clerks for the CEWW BOCES Sale of Land Referendum Vote on August 26, 2025, and to take any other necessary steps related to this assignment.

**ENC. 46**

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, Richard Harriman Sr., Donna LaRocque, Ed Marin, Emily Phillips, Lori Saunders, Michael St. Pierre, Eddie Webbinaro, & Donna Wotton  
2025 NYSSBA Area 6 Dinner  
September 11, 2025, Malone Golf Club, Malone, NY
2. Leisa Boise, Bob Bourgeois, Kathy Comins-Hunter, Dina Garvey, Patricia Gero, Richard Harriman Sr., Donna LaRocque, Ed Marin, Bruce Murdock, Emily Phillips, Emily Reynolds Bergh, Lori Saunders, Michael St. Pierre, Eddie Webbinaro & Donna Wotton  
2025 CVES Board Retreat  
September 27, 2025, DaCy Meadow, Westport, NY

**ENC. 47**

Recommend that the Board adopt the following new policy:

New Policy – Second Read & Adopt

1. ##### Prohibition of Internet Enabled Devices

**ENC. 48**

Recommend that the Board waive the first reading and adopt the following new policy:

New Policy – First Read & Adopt

1. ##### Maximum Temperature for School Buildings and Indoor Facilities

**ENC. 49**

Revised Policies – First Read

1. #5010 Anti-Discrimination Policy
2. #9013 Title IX Sexual Harassment

**ENC. 50**

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

- #8160 CVES District-Wide School Safety Plan
- #8160.1 Special Ed/CV-TEC Building Level Emergency Response Plan
- #8160.3 Yandon-Dillon Building Level Emergency Response Plan
- #8160.4 Satellite Campus Building Level Emergency Response Plan

**ENC. 51**

Board Reports (attached)

**CVES CLAIMS AUDITOR - BOARD REPORT**

FOR BOARD MEETING ON:

August 20, 2025

TO: KATELYN SMART, CVES DISTRICT CLERK  
 FROM: NANCY VESCO, CLAIM AUDITOR  
 CC: DR. ERIC BELL, DEPUTY SUPT. & CHRISTINE MYERS, TREASURER  
 DATE: August 11, 2025

The following claims were reviewed and approved for payment from: July 1, 2025 to August 11, 2025:

WARRANT PAYMENTS:				
Warrant Number	Warrant Date	PMT TYPE	Check#/ACH#/Wire Information *	Warrant Total
52	6/30/2025	CHECKS WEX CKS ACH WEX ACH E-PMTS	Bancorp	\$ 14,436.52
1	7/2/2025	CHECKS WEX CKS ACH WEX ACH E-PMTS	**251346-251355 7057-7113 19964-19965 6072-6140 Health Insurance, NYS Prompt Tax, IRS, Bancorp	\$ 108,306.45
2	7/10/2025	CHECKS WEX CKS ACH WEX ACH E-PMTS	251367-251393 7114-7149 19966-20008 6141-6205 HIS, Bancorp	\$ 1,347,346.15
3	7/17/2025	CHECKS WEX CKS ACH WEX ACH E-PMTS	251394-251479 7150-7190 20009-20055 6206-6260 IRS, Prompt, Quarterly IRS Taxes, ERS, Health Ins., Bancorp	\$ 980,095.61
4	7/24/2025	CHECKS WEX CKS ACH WEX ACH E-PMTS	251480-251523 7191-7236 20056-20103 6261-6325 IRS, Prompt, Bancorp	\$ 599,299.64
5	7/31/2025	CHECKS WEX CKS ACH WEX ACH E-PMTS	7237-7279 20104-20126 6326-6372 Bancorp	\$ 344,670.08

\*A Sequence of all checks including payroll has been verified.

NON-WARRANT PAYMENTS:				
DATE	PMT TYPE	VENDOR	AMOUNT	
<b>HEALTH INSURANCE CONSORTIUM PAYMENTS:</b>				
7/8/2025	ACH	ANTHEM	\$2,346,634.25	
7/14/2025	ACH	ANTHEM	\$1,626,408.44	
7/21/2025	ACH	ANTHEM	\$2,265,184.78	
7/25/2025	ACH	ANTHEM	\$2,098,695.26	
7/31/2025	ACH	ANTHEM	\$2,287,085.54	
<b>WORKERS COMPENSATION PAYMENTS:</b>				
7/3/2025	WIRE	NCA COMP	\$87,407.59	
	WIRE	NCA COMP		
7/2/2025	CHECK	NCA COMP	\$19,312.50	
7/2/2025	CHECK	KBM MANAGEMENT	\$118,004.00	
7/31/2025	WIRE	KBM MANAGEMENT	\$11,799.96	
<b>HEALTH SAVINGS ACCOUNT TRANSFERS:</b>				
7/10/2025	ACH	HCBS	\$2,529.35	
7/3/2025	ACH	FSA	\$14,436.52	
7/31/2025	ACH	HCBS	\$304.00	
	ACH	HCBS		
	ACH	HCBS		
	ACH	BANCORP-H.S.A. (JAN.MONTHLY SUMMARY)		

CLAIMS AUDITOR SIGNATURE



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

DATE: July 9, 2025  
KIND OF MEETING: Regular Board Meeting  
PLACE: CVES Learning Hub Conference Center, Plattsburgh, NY

Board Members Present:

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

Board Members Absent:

Emily Reynolds Bergh  
Donna LaRocque  
Donna Wotton

Executive Officer:

Dr. Mark Davey

Others Present:

Dr. Eric Bell  
Amy Campbell  
Michele Friedman  
Dr. Matthew Slattery  
Christine Myers  
Jaci Kelleher

Board Clerk:

Katelyn Smart

MEETING  
TO ORDER

District Superintendent Dr. Mark Davey called the meeting to order at 6:07 pm.

OATH OF OFFICE

Re-elected Board members Bob Bourgeois, Emily Phillips, Michael St. Pierre, Lori Saunders, and Eddie Webbinaro, took their Oaths of Office in front of the Board.

2025-26 BOARD  
PRESIDENT

Mr. Murdock moved, seconded by Mr. Marin, to nominate Mr. Michael St. Pierre as President of the CVES Board for 2025 – 2026. There being no other nominations, Mr. Murdock. moved, seconded by Mr. Marin, to close the nominations. All Board Members present voted yes – motion carried. Mr. St. Pierre was elected Board President for 2025 – 2026 and will sign and file his Oath of Office.

2025-26 BOARD  
VICE PRESIDENT

Mr. Murdock moved, seconded by Mrs. Saunders, to nominate Mr. Ed Marin as Vice President of the CVES Board for 2025 – 2026. There being no other nominations, Mr. Murdock moved, seconded by Mrs. Saunders, to close the nominations. All Board Members present voted yes—motion carried. Mr. Marin was elected Board Vice President for 2025 – 2026 and will sign and file the Oath of Office.

2025-26 BOARD  
DEPUTY VICE  
PRESIDENT

Mrs. Boise moved, seconded by Mrs. Comins-Hunter, to nominate Mr. Bruce Murdock as Deputy Vice President of the CVES Board for 2025 – 2026. There being no other nominations, Mrs. Boise moved, seconded by Mrs. Comins-Hunter, to close the nominations. All Board Members present voted yes - motion carried. Mr. Murdock was elected Board Deputy Vice President for 2025 – 2026 and will sign and file his Oath of Office.

Mrs. Garvey moved, seconded by Mrs. Comins-Hunter, that the Board go into Executive Session at 6:22 pm for the following reasons: #6 - A matter of the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation; and #8 - A matter of the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by the School District if such discussion publicity would substantially affect the value thereof

In Executive Session, the Board reviewed the District Superintendent's recommended contract amendment, which was developed and finalized with President St. Pierre and Mrs. Jacqueline Kelleher, Esq., CVES' attorney from Stafford, Owens, Murnane, Kelleher, Miller, Myer & Zedick, PLLC. The Board also discussed several confidential updates on employees. Lastly the Board discussed a confidential construction update regarding some remaining issues from our Phase One and Phase Two Capital Projects.

Mrs. Boise moved, seconded by Mrs. Garvey, that the Board come out of Executive Session at 6:44 pm. All Board Members present voted yes—motion carried.

CONSENT AGENDA  
RE-  
ORGANIZATIONAL

Mr. Harriman Sr. moved, seconded by Mrs. Boise, to approve the following consent agenda Re-Organizational items presented. All Board Members present voted yes—motion carried.

APPOINTMENT OF  
BOARD CLERK

Appoint Katelyn Smart to the position of Board Clerk, effective July 9, 2025, through the July 2026 Reorganization Meeting, per terms and conditions of Salary & Benefit Agreement. The Board Clerk will sign and file the Oath of Office.

APPOINTMENT OF  
DEPUTY BOARD  
CLERK

Appoint Julie Jolicoeur to the position of Deputy Board Clerk, as needed, effective July 9, 2025, through the July 2026 Reorganization Meeting, with an additional compensation of \$46.05/hr for hours worked beyond the contractual workday. The Deputy Board Clerk will sign the Oath of Office and file with the Board Clerk.

APPOINTMENT OF  
TREASURER

Appoint Christine Myers to the position of Treasurer of the Board, effective July 9, 2025, through the July 2026 Reorganization Meeting, per terms and conditions of Employment Agreement. The Treasurer will sign the Oath of Office and file with the Board Clerk.

APPOINTMENT OF  
DEPUTY  
TREASURER

Appoint Derek Leavine to the position of Deputy Treasurer of the Board, as needed, effective July 9, 2025, through the July 2026 Reorganization Meeting, with no additional compensation. The Deputy Treasurer will sign the Oath of Office and file with the Board Clerk.

APPOINTMENT OF  
DEPUTY CLAIMS  
AUDITOR

Appoint Deborah Sears to the position of Deputy Claims Auditor, effective July 9, 2025, through the July 2026 Reorganization Meeting, with an additional compensation of \$30.00/hour for hours worked beyond the contractual workday. The Deputy Claims Auditor will sign the Oath of Office and file with the Board Clerk.

APPOINTMENT OF  
PAYROLL AUDITOR

Appoint Jessie Moulton to the position of Payroll Auditor, effective July 9, 2025, through the July 2026 Reorganization Meeting, with an additional compensation of

\$50.00/hour for hours worked beyond the contractual workday. The Payroll Auditor will sign the Oath of Office and file with the Board Clerk.

APPOINTMENT OF PURCHASING AGENT

Appoint Stephanie Trombly to the position of Purchasing Agent, effective July 9, 2025, through the July 2026 Reorganization Meeting, with no additional compensation. The Purchasing Agent will sign the Oath of Office and file with the Board Clerk.

APPOINTMENT OF ALTERNATE PURCHASING AGENT

Appoint Karin Mulligan to the position of Alternate Purchasing Agent, as needed, effective July 9, 2025, to the July 2026 reorganization meeting, with no additional compensation. The Alternative Purchasing Agent shall have all powers and duties of the Purchasing Agent in event the Purchasing Agent is unavailable, as determined by the District Superintendent or his designee. The Alternate Purchasing Agent will sign the Oath of Office and file with the Board Clerk.

APPOINTMENT OF CENTRAL TREASURER-EXTRACLASSROOM ACTIVITY FUND

Appoint Derek Leavine to the position of Central Treasurer-Extraclassroom Activity Fund, effective July 9, 2025, through the July 2026 Reorganization Meeting, with no additional compensation.

APPOINTMENT OF EXTRACLASSROOM FACULTY ADVISOR

Appoint Colby Siskavich as the Extraclassroom Faculty Auditor, effective July 9, 2025, through the July 2026 Reorganization Meeting, with no additional compensation.

APPOINTMENT OF RECORDS ACCESS OFFICER

Appoint Katelyn Smart to the position of Records Access Officer, effective July 9, 2025, through the July 2026 Reorganization Meeting, with no additional compensation.

APPOINTMENT OF RECORDS ACCESS APPEALS OFFICER

Appoint Dr. Mark Davey to the position of Records Access Appeals Officer, effective July 9, 2025, through the July 2026 Reorganization Meeting, with no additional compensation.

APPOINTMENT OF RECORDS MANAGEMENT OFFICER

Appoint Christine Myers to the position of Records Management Officer, effective July 9, 2025, through the July 2026 Reorganization Meeting, with no additional compensation.

APPOINTMENT OF ASBESTOS DESIGNEE

Appoint Thomas Smith as the Asbestos Designee, effective July 9, 2025, through the July 2026 Reorganization Meeting, with no additional compensation.

APPOINTMENT OF CIVIL RIGHTS OFFICERS

Appoint Matthew Walentuk and Susanne Ford-Croghan as CVES Civil Rights Compliance Officers, effective July 9, 2025, through the July 2026 Reorganization Meeting, with no additional compensation.

APPOINTMENT OF TITLE IX COORDINATORS & DECISION MAKER

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

APPOINTMENT OF SECTION 504 OFFICER

Appoint Dr. Matthew Slattery as CVES Section 504 Compliance Officer effective July 9, 2025, through the July 2026 Reorganization Meeting, with no additional compensation.

APPOINTMENT OF MEDICAID COMPLIANCE OFFICER

Appoint Dr. Matthew Slattery as Medicaid Compliance Officer effective July 9, 2025, through the July 2026 Reorganization Meeting, with no additional compensation.

APPOINTMENT OF DATA PROTECTION OFFICER

Appoint Matthew Palkovic as Data Protection Officer, effective July 9, 2025, through the July 2026 Reorganization meeting, with no additional compensation.

APPOINTMENT OF MCKINNEY-VENTO LIAISON

Appoint Dr. Matthew Slattery as McKinney-Vento Liaison effective July 9, 2025, through the July 2026 Reorganization Meeting, with no additional compensation.

DESIGNATING OFFICIAL BANK DEPOSITORIES

1. Designate TD Bank, New York Cooperative Liquid Assets Security System (NYCLASS) and Glens Falls National as the official depositories for CVES operating accounts for the 2025 – 2026 school year.
2. Designate the following banks as official depositories for temporary investments, as authorized by Board Policy, for the 2025 – 2026 school year: TD Bank, New York Cooperative Liquid Assets Security System (NYCLASS), Community Bank, Glens Falls National Bank & Trust Co., National Bank and Trust (NBT), KeyBank, Champlain National Bank and Adirondack Bank.

DESIGNATING OFFICIAL INSURANCE PROVIDERS

Designate the following as official insurance providers for the 2025 – 2026 school year:

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

DESIGNATING OFFICIAL LAW FIRMS

Designate the following as official law firms to provide legal services for the 2025 – 2026 school year:

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

AUTHORIZATION OF SIGNATURES ON CHECKS

Authorize the Deputy Superintendent, District Treasurer, and the Deputy Treasurer to sign checks.

AUTHORIZATION TO CERTIFY PAYROLLS

Authorize the Deputy Superintendent as Certifier of Payroll at no additional compensation and appoint the Assistant Superintendent for Educational Services as Certifier of Payroll, as needed, effective July 9, 2025, through the July 2026 Reorganization Meeting, with no additional compensation.

FREE AND REDUCED LUNCH VERIFICATION OFFICIAL AND APPEALS OFFICER

1. Appoint Julie Holbrook as the Reviewing and Verification Official for Free and Reduce Lunch Eligibility, effective July 9, 2025, through the July 2026 Reorganizational Meeting, with no additional compensation.
2. Appoint Dr. Eric Bell as the Hearing Official for Free and Reduced Lunch appeals, effective July 9, 2025, through the July 2026 Reorganizational Meeting, with no additional compensation.

AUTHORIZATION TO APPROVE ATTENDANCE AT CONFERENCES, CONVENTIONS, AND WORKSHOPS

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

AUTHORIZATION TO APPLY FOR GRANTS AND AID

Authorize the District Superintendent to apply for grants and aid.

EXTRACLASSROOM ACTIVITY FUND

**Extraclassroom Activity Fund**

It is recommended that the following people be appointed to monitor the Extraclassroom Activity Fund, effective July 9, 2025, through July 2026 Reorganization Meeting, with no additional compensation:

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

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

AUTHORIZATION OF INDIVIDUALS TO COLLECT MONEY

Authorize the following individuals to collect money at all CVES locations for the 2025 – 2026 school year:

**CV-TEC – All Campuses**

Kathy Mallette – Adult Education Tuitions and CV-TEC Programs – Learning Hub Campus

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

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

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

Kristen Ryan - Adult Education Tuitions and CV-TEC Programs – Plattsburgh Campus  
Marcie Frasier – Adult Education Tuitions and CV-TEC Programs – Mineville Campus  
Erin Meyer – Animal Science/Veterinary Assistant Program Activities – Plattsburgh Campus  
Madison Peryea – Animal Science/Large Animal Production Program Activities – Plattsburgh Campus  
Kimberly Lincoln – Cosmetology Program Activities – Plattsburgh Campus  
Lisa Banker – Cosmetology Program Activities – Plattsburgh Campus  
Alma Medina – Cosmetology Program Activities – Plattsburgh/Mineville Campus  
Kylee Gonyea – Cosmetology Program Activities – Mineville Campus  
Tyler Puchrik – Culinary Arts Management Program Activities – Plattsburgh Campus  
Alaina Weare – Culinary Arts Management Program Activities – Plattsburgh Campus  
Kaden Douglas-LaDuke – PreCTE Food Service Program Activities – Plattsburgh Campus  
Nicole Gillespie – PreCTE Food Service Program Activities – Plattsburgh Campus  
Erik Jock – Environmental Conservation & Forestry Program – Plattsburgh Campus  
Wyatt Warren – Environmental Conservation & Forestry Program – Plattsburgh Campus

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

Angie Bone – Program activities – Plattsburgh Campus  
Evie Angle – Program Activities – Plattsburgh Campus  
Tonya Robinson – Work Experience Program Activities – Plattsburgh Campus  
Suzette Montville – Work Experience Program Activities – Plattsburgh Campus  
Marcie Frasier – Program Activities – Mineville Campus

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

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

**Management Services**

Deanna Akin – Bank deposits and general collections – CVES Learning Hub  
Vinny Bondinello-Reyes – Bank deposits and general collections – CVES Learning Hub

**Cafeteria**

Meagan Whitman – Cafeteria Sales – Mineville Campus  
Sadie Kaltenbach – Cafeteria Sales – Mineville Campus  
Julie Holbrook – Cafeteria Sales – Mineville & Plattsburgh Campuses  
Barrett Miller – Cafeteria Sales – Plattsburgh Campuses  
Dale Bracy – Cafeteria Sales – Plattsburgh Campus

**DIGNITY ACT  
COORDINATORS**

Approve the following Dignity Act Coordinators for the 2025 – 2026 school year:

Adam Facteau – Plattsburgh Campus, John W. Harold Building  
Mark Brown – CVES Learning Hub Campus

Tina Mitchell – Mineville Campus  
Michelle Lawrence – Plattsburgh Campus, William A. Fritz Building

WORKPLACE  
VIOLENCE  
PREVENTION  
COORDINATORS

Approve the following individual(s) as Workplace Violence Prevention Coordinators for 2025 – 2026 School Year:

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

CVES FACILITIES  
EXPANSION &  
CAPITAL PROJECT  
UPDATE

Dr. Davey introduced Dr. Bell to provide an update on the CVES facilities expansion and Capital Project. Dr. Bell shared that the CTE Center expansion remains on schedule and under budget as of July 9, 2025. He also addressed the planned public roadway extension associated with the new facility. Notably, the portion of the cost that was to be covered by CVES will no longer be required, thanks to a \$500,000 grant secured by Clinton County in collaboration with Columbia Development Companies (CIDC) and CVES.

Third, Dr. Bell spoke about the exploration of properties throughout Essex County for a new building expansion project. CVES has been collaborating closely with CIDC, the architects, BBL Construction, and our CVES team.

Lastly, Dr. Bell and Dr. Davey opened the update to questions from the Board members.

DS UPDATE

Dr. Davey opened the DS Update thanking the Board members who were able to attend the numerous graduations and end of the year events at CVES. He also congratulated all of the students who graduated in the Class of 2025.

Dr. Slattery and the Rise Center team hosted several successful and heartfelt graduation ceremonies, including the Rise Kindergarten Graduation, and the Rise Special Education Graduation. This summer, the Rise Center has reached its highest Extended School Year (ESY) enrollment to date, serving 152 students. Dr. Slattery also provided opening remarks regarding the launch of the ESY Summer School program, which plays a critical role in helping students with disabilities maintain the skills they developed during the regular school year.

Mrs. Friedman shared that CV-TEC proudly celebrated 429 graduates in the Class of 2025, with two outstanding graduation ceremonies held at SUNY Plattsburgh's Field House and Moriah High School. She noted that both events were fantastic celebrations of student achievement. Mrs. Friedman also highlighted the upcoming OneWorkSource graduation, scheduled for July 22, 2025, at the CVES Learning Hub Conference Center. During her remarks, she emphasized the scholarships and tool sets awarded to many graduates, helping to support their successful entry into the workforce.

At the June 11, 2025, CVES Board meeting, the Board recognized two outstanding SkillsUSA students. Audrey Cook, representing CV-TEC and Ticonderoga, was honored for being the New York State SkillsUSA Champion and for making history as

the first CV-TEC student to win a gold medal at the national level. Board members had the opportunity to watch a video capturing her winning moment. Additionally, Zoe Corrigan addressed the Board and was celebrated for her achievement in being elected the New York State Historian for SkillsUSA. She will continue her leadership training throughout the summer.

CVES celebrated the end of the 2024 – 2025 school year with an exciting CVES staff-wide recognition celebration. CVES recognized employees' years of service, as well as a special recognition for those who have retired. At the start of the event, David Little presented Joey LaFranca and CVES with the Rural Schools Association (RSA) 2025 Grand Prize Photo Contest.

Dr. Davey shared highlights from the June 2025 District Superintendents Retreat held in Lake Placid. He provided updates on ongoing regionalization efforts and discussed the proposed statewide ban on internet-enabled devices in schools. Dr. Davey also spoke about the Board of Regents' updated *Portrait of a Graduate* and the significant shift toward a single diploma pathway, which is expected to replace the traditional Regents exam requirement. This proposal is scheduled to be presented at the July 2025 Board of Regents meeting.

Lastly, Dr. Davey congratulated St. Lawrence-Lewis BOCES on the appointment of their new District Superintendent, Mr. Darin Saiff.

PREVIOUS  
MINUTES

Mr. Murdock moved, seconded by Mrs. Comins-Hunter, to approve the minutes of the June 11, 2025, meeting as presented. All Board Members present voted yes—motion carried.

REMOVAL OF  
CONSENT AGENDA  
ITEM

Mr. Webbinaro moved, seconded by Mrs. Garvey, to remove enclosure 43 from the consent agenda financial for discussion. All Board Members present voted yes—motion carried.

Recommend that the Board approve the following Contractor/Consultant Agreement:

1. Agreement between CEWW BOCES and Essex County for the County to provide a School Resource Officer (SRO) on site for eight (8) hours each day that school is in session during the regular 2025 2026 school year to promote and provide an atmosphere of enhanced safety for faculty, staff, students and school visitors. The approximate amount of this contract is \$60,000. (Admin)
2. Professional Services Agreement between CEWW BOCES and Dr. David Hedden under which Dr. David Hedden will review all treatment plans, conduct evaluations, prescribe medications, and provide consultation for staff and family in a treatment team setting associated with the Day Treatment Program for the period of July 1, 2025, to June 30, 2026. The approximate cost of this contract is \$44,800. (Rise)
3. Professional Services Agreement between CEWW BOCES and Kelly McGinn in which Kelly McGinn will provide Medicaid Speech oversight, provide quarterly meetings, student observations, phone conferences and review of all Medicaid

documents for CEWW BOCES for the period of July 1, 2025, through July 30, 2026. The approximate cost of this contract is \$34,800. (Rise)

<u>CONSENT AGENDA FINANCIAL</u>	Mrs. Boise moved, seconded by Mr. Harriman Sr. to approve the following Consent Agenda Financial items as amended. All Board Members present voted yes—motion carried.
<u>CERTIFICATION OF WARRANT</u>	Approve the Certification of Warrant for June 2, 2025, to June 30, 2025. (attached)
<u>TREASURER'S REPORT</u>	Approve the Treasurer's Report for May 31, 2025. (attached)
<u>EXTRACLASSROOM TREASURER'S REPORT</u>	Approve the Extraclassroom Treasurer's Report for May 30, 2025. (attached)
<u>DONATIONS</u>	Approve the donation of a mobile paint booth and a tire balancer from Micro Bird. The items donated will be utilized in the Automotive Collision and Automotive Technology programs within the CV-TEC Plattsburgh division.
<u>CHANGE FUNDS</u>	Approve the following change funds and custodians of the funds for the 2025 – 2026 school year:  <b><u>CV-TEC</u></b> Lisa Banker (Cosmetology – Plattsburgh Campus) – \$100 Kim Lincoln (Cosmetology – Plattsburgh Campus) – \$100 Kylee Gonyea (Cosmetology – Mineville Campus) – \$200 Alaina Weare (Culinary Arts Management – Plattsburgh Campus) – \$200 (\$100 per register) Eric Jock (Environmental Conservation & Forestry – Plattsburgh Campus) – \$50 Chirag Patel (Student Tuitions and Fees – Plattsburgh Campus) – \$100  <b><u>Rise Center for Success</u></b> Evie Angle (Classroom Program Activities – Plattsburgh Campus) – \$25 Tonya Robinson (Work Experience – Plattsburgh Campus) – \$25  <b><u>Cafeteria</u></b> Meagan Whitman (Mineville Campus) – \$50 Dale Bracy (Plattsburgh Campus) – \$50
<u>PETTY CASH FUNDS</u>	Approve the following petty cash funds and bursars of the funds for the 2025 – 2026 school year (each fund will maintain an amount of \$100 each):  <b><u>CV-TEC</u></b> Marcie Frasier – Mineville Campus Kathy Mallette – CVES Learning Hub Janet Miller – Plattsburgh Campus

**Rise Center for Success**

Evie Angle – Plattsburgh Campus

**School Support Services**

Lynn Wang – Plattsburgh Campus

**Management Services**

Derek Leavine – Plattsburgh Campus

**AS-7 CONTRACTS**

Approve the following AS-7 Contract for Services (Cross Contracts):

1. 2025 – 2026 Initial – Washington-Saratoga-Warren-Hamilton-Essex BOCES, \$48,567
  - Shared Data Protection Officer (Beekmantown, Schroon Lake)
  - Model Schools (CVES)
  - Special Education-Vision Services (Schroon Lake)
2. 2025 – 2026 Initial – Franklin-Essex-Hamilton BOCES, \$171,524.96
  - Shared Business Office (Putnam)
  - Substitute Coordination (Beekmantown, Schroon Lake)
  - Transportation Planning (Northeastern Clinton, Northern Adirondack)
3. 2025 – 2026 Initial – St. Lawrence-Lewis BOCES, \$48,438.00
  - Section X Athletic Coordination (Peru, Plattsburgh)
  - Cooperative Purchasing (AuSable Valley, Beekmantown, Boquet Valley, Chazy, Crown Point, CVES, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh City, Saranac, Schroon Lake, Ticonderoga, and Willsboro)

**RIC ONE RISK  
OPERATIONS  
CENTER**

Approve the following resolution:

1. WHEREAS, four (4) BOCES (Onondaga-Cortland-Madison BOCES, Albany-Schoharie-Schenectady-Saratoga BOCES, Madison-Oneida BOCES and Broome-Tioga BOCES) have collaborated and entered into an Article 5 General Municipal Law intermunicipal arrangement for the purpose of improving vendor management and data security and privacy practices for school districts and/or BOCES statewide known as the RIC ONE Risk Operations Center (the “ROC”);

"WHEREAS, the Clinton-Essex-Warren-Washington BOCES, through its affiliation with a locally based Regional Information Center, participates with the ROC and desires, for the 2025-2026 fiscal year, to authorize the ROC to enter into Data Privacy Agreements and related exhibits (DPAs) with vendors and third-party contractors that include the requirements of, and compliance with, New York State Education Law Section 2-d and Part 121 Regulations (collectively,

“Ed Law 2d”) related to student personally identifiable information (PII) and certain Teacher and Principal APPR data;”

WHEREAS, the ROC also partners with NYSED, the Access4Learning Student Data Privacy Consortium (SDPC) and The Education Cooperative (TEC), to negotiate and approve Ed Law 2-d compliant DPAs;

WHEREAS, the DPAs are presented to school districts and/or BOCES for final execution and do not require the expenditure of funds beyond those budgeted; and

BE IT RESOLVED, that the Clinton-Essex-Warren-Washington BOCES authorizes the attorneys designated by the ROC to negotiate and approve of DPAs for software and/or technology resources; and,

BE IT FURTHER RESOLVED, that the Clinton-Essex-Warren-Washington BOCES grants the ROC and its designated attorneys the authority to negotiate the terms and conditions of DPAs and take such actions so as to effectuate the purposes and intent of this resolution.

ITCC CONSORTIUM Approve the following contract to participate in the following:

WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for the 2025 – 2026 fiscal year, for 3DUX Design, 3P Learning, 7 Mindsets Academy, A+ Educators (dba Woz ED Education), Abre.io, Accelerate Learning, Age of Learning, Inc, Aha Moments, Inc., American Reading, Amplify Education, Inc., Apple (Opt-in), Aperture Education, B.E. Publishing, Beable Education, BenchmarkEducation, BlocksCAD, BlocksI, Boddle Learning Inc., Boom Learning, Brain Pop, Branching Minds, Breakout EDU, Brisk Labs Corp., Canva US, Inc., Carahsoft, Carnegie Learning, CEED, Inc., Cengage Learning, Inc., CentralReach, LLC, CharmTech Labs, LLC, Classwork.com dba Work on Learning, Inc. CMS Neptun Code.org, CodeCombat, CodeHS, Code Monkey, Coder Kids, Inc. DBA Ellipsis Education, Committee for Children, Cordance Operations dba Hapara, Coughlan Companies, dba Buncee, Curriculum Associates, Deeloh Technologies, Inc. (DBA Extempore), Defined Learning, Delta Math, Digital Respons-Ability, Discovery Education, Drone Sports Inc., DroneBlocks LLC, EBSCO, EdforTech Corp., EdforTech Alliance, EdTechLive dba LessonLoop, Edmentum, eDoctrina (Harris Solutions), EdPuzzle, Education Advanced, Educational Vistas, EduPlanet, eDynamic Holdings, L Electronic Gaming Federation, Elemetari LLC, EliteGamingLive, Encyclopedia Britannica, Inc., Ereflect Inc, eSpark Learning Inc., EverFi, ExploreLearning, Family Zone dba Linewize, Faria (Rubicon West, Inc.), Forward Education, Frontline Technologies Group, Genially, Grammar Flip, LLC, Great Minds PBC, Harris Comput Corp., HEC Software dba Reading Horizons, Hello World CS, High School Esports League Inc., Hiperware Labs, Hive Class, Inc., HMH Houghton Mifflin Harcourt Publishing Company, imagiLabs AB, Imagine Learning LLC, Immersed Games, Imper Infobase Holdings, Instructional Empowerment Inc. dba Marzano Evaluation Center,

Instructure, Intelitek Inc., iSafe, iStation (Imagination Station), IXL Learning, Just Right Reader, Kahoot! ASA, Khan Academy, Kialo GmbH, Kiddom, Kinems, Kira Learning, Koalluh, Inc. dba LitLab.ai, Kognity, US, Inc., Learn By Doing, Learnics, Learning A-Z, Learning Ally, Learning Explorer, Learning Innovation Catalyst Inc. (LINC), Learning Without Tears, Learning.com, Legends of Learning, LEGO Brand Retail, Inc. dba Lego Education, Lexia Learning Systems, Lightspeed Solutions LLC dba Lightspeed System Liminex Inc. dba GoGuardian, Linkit, Local Impact, Logisoft, Mad-Learn, Maia Learning, Magic School, Inc., MakeMusic Inc., Makers Empire, Mango Languages, Mathspace Inc., McGraw Hill, Merlyn Mind Inc., Mind Education, MMI-CPR School Tech Repair, LLC dba K-12 Tech, Moby Max, MooZoom Education, Inc., Mosa Mack Science, Inc., Mr. Elmer, MusicFirst, Neuron Fuel dba Tynker, Newsela, NextWave Stem, No RedInk, Noiz Ivy, Inc. dba OYOclass.com, Notable dba Kami, NWEA, Passport for Good, Pearson, Performance Learning Systems dba PLS 3rd Learning, Platform Athletics, LLC, Play Vs Inc., PowerSchool Holdings, LLC dba PowerSchool Group LLC, ProSolve, LLC, Quaver, Quizizz Inc., Renaissance Learning, Rethink Autims dba Rethink ED, REX K-12, Right Reason Technologies, Ripple Effects, Robo Wunderkind, Rocket Drones, Inc., SchoolAI, SchoolBinder DBA TeachBoost, SchoolLinks, Scoir, Securly Inc., SeeSaw Learning, SkillStruck Inc., SkyOP, Small Factory Innovations, Smart Science Education, Springbay Studio Ltd., STEM SIMS, Suntex, Tech4Learning, TechRow, Tequipment, The Language Express, Thimble.io, Think Group Holdings, Inc. dba Frenalytics, Think Tech Solutions, TinkRworks, Inc., Tools For Schools, Unruly Studios Inc., UpSavvy, Vivi, LLC, Wakelet, Wallwisher, Inc. dba Padlet, Waterford, WeVideo, WhyMaker, William H. Sadlier, Inc., Work on Learning (dba TeacherMade), World Book, Inc., World Wide Scholastic eSports Foundation (NASEF), XAP Corporation, Xello, XSel Labs, YouScience, LLC, zSpace Inc. and,

WHEREAS, The CLINTON-ESSEX-WARREN-WASHINGTON BOCES is desirous of participating with other BOCES

Districts in New York State in joint agreements for the software/learning packages and licensing mentioned above as authorized by General Municipal Law, Section 119-0, and,

BE IT RESOLVED, That the CLINTON-ESSEX-WARREN-WASHINGTON BOCES

authorizes Erie 1 BOCES to represent it in all matters leading up to and entering into a contract for the purchase of and licensing of the above-mentioned software/learning packages, and record training sessions in Zoom and post those recorded sessions to the consortium, and,

BE IT FURTHER RESOLVED, That the CLINTON-ESSEX-WARREN-WASHINGTON BOCES

agrees to assume its equitable share of the costs associated with Erie 1 BOCES negotiating the Agreements, and,

BE IT FURTHER RESOLVED, That the CLINTON-ESSEX-WARREN-WASHINGTON BOCES

agrees

- (1) to abide by majority decisions of the participating BOCES on quality standards;
- (2) Erie 1 BOCES will negotiate contracts according to the majority recommendations;
- (3) that after contract agreement, it will conduct all purchasing arrangements directly with the vendor.

EDUCATIONAL  
DATA  
COOPERATIVE  
PURCHASING  
AGREEMENT

Approve the following resolution:

1. Be it resolved that the CEWW BOCES agrees to participate in cooperative bids for the purchase of various supplies, services, materials and equipment, as Advertised by and awarded by the Clarkstown Central School District acting as the Lead Agency, as provided by General Municipal Law Section 119-0 and,

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

BE IT RESOLVED, that the CEWW BOCES aka Champlain Valley Educational Services (CVES) hereby agrees to participate with the attached named school districts in such cooperative bids for the 2025 – 2026 school year.

ST. LAWRENCE-  
LEWIS BOCES  
COOPERATIVE  
PURCHASING

Approve the following resolution:

1. Be it resolved that the CEWW BOCES agrees to participate in the St. Lawrence-Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the “Cooperative Purchasing Agreement” for the 2025 – 2026 school year (see attached).

PARTICIPATION IN  
COOPERATIVE  
PURCHASING

Approve the following resolution:

1. Be it resolved that the C-E-W-W BOCES agrees to participate in the OMNIA Partners Public Sector, Keystone Purchasing Network (KPN), National Cooperative Purchasing Alliance (NCPA), Sourcewell, 1Government Procurement Alliance (1GPA), TIPS Purchasing Cooperative, and PEPPM Technology Cooperative Purchasing Program for the 2025 – 2026 school year.

LEASE AGREEMENT

Approve the following Lease Agreement:

1. Agreement between CEWW BOCES and the State University of New York (SUNY Plattsburgh) for the purpose of allowing BOCES to lease three rooms located at Sibley Hall, 113 Rugar Street, Plattsburgh, NY 12901. The agreement will commence August 22, 2025, and will continue for a period of 2 years through August 21, 2027. The annual rent paid to SUNY Plattsburgh by BOCES shall be \$11,782.00 annually. It has been determined that this lease agreement is in the best financial interests of the BOCES to provide space for programmatic needs.

The rental payment does not exceed fair market value and the agreement is without conflict of interest.

Be it further recommended that the CVES District Superintendent be granted authority to enter into a lease agreement contingent upon CVES' attorney approval. (Rise Center) (attached)

CONTRACTOR/  
CONSULTANT  
AGREEMENTS

Mr. Webbinaro moved, seconded by Mrs. Boise, to approve the following Contractor/Consultant agreements:

1. Agreement between CEWW BOCES and Essex County for the County to provide a School Resource Officer (SRO) on site for eight (8) hours each day that school is in session during the regular 2025 2026 school year to promote and provide an atmosphere of enhanced safety for faculty, staff, students and school visitors. The approximate amount of this contract is \$60,000. (Admin)
2. Professional Services Agreement between CEWW BOCES and Dr. David Hedden under which Dr. David Hedden will review all treatment plans, conduct evaluations, prescribe medications, and provide consultation for staff and family in a treatment team setting associated with the Day Treatment Program for the period of July 1, 2025 to June 30, 2026. The approximate cost of this contract is \$44,800. (Rise)
3. Professional Services Agreement between CEWW BOCES and Kelly McGinn in which Kelly McGinn will provide Medicaid Speech oversight, provide quarterly meetings, student observations, phone conferences and review of all Medicaid documents for CEWW BOCES for the period of July 1, 2025, through July 30, 2026. The approximate cost of this contract is \$34,800. (Rise)

All Board Members present voted yes—motion carried.

OLD BUSINESS  
COMMITTEE  
MEMBERS

Mrs. Comins-Hunter moved, seconded by Mrs. Saunders, to appoint the following Board Members to serve on the CVES Budget Committee for the development of the 2026 - 2027 CVES budget for the 2025 - 2026 school year: Mrs. Boise, Mrs. Gero, Mrs. Saunders, and Mr. Webbinaro.

All Board Members present voted yes—motion carried.

Mrs. Boise moved, seconded by Mrs. Garvey, to appoint the following Board Members to serve on the CVES Audit for the 2025 – 2026 school year for the 2025 – 2026 school year audit: Mr. Harriman Sr., Mrs. LaRocque, Mrs. Phillips, and Ms. Wotton.

All Board Members present voted yes—motion carried.

CONSENT AGENDA  
PERSONNEL

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

All Board Members voted yes—motion carried.

RESIGNATION(S)  
YELL, BALLARD,  
IMLER, MILLER,  
WHITLEY,  
KALTENBACH,  
TEDFORD, &  
KELLEY

Accept the following letter(s) of resignation:

1. Caitlin Yell, English Teacher, effective July 1, 2025
2. Jesse Ballard, Special Education Teacher, effective July 1, 2025
3. Julia Imler, Teacher Aide/ Student Aide, effective July 5, 2025
4. Klynn Miller, Network and Systems Technician, effective August 5, 2025
5. Melissa Whitley, Special Education Teacher, effective August 15, 2025
6. Sadie Kaltenbach, School Lunch Manager, effective August 15, 2025
7. Andrew Tedford, Special Education Teacher, effective August 31, 2025
8. Casandra Kelley, Registered Behavior Technician, effective September 2, 2025, for the purpose of accepting a Teaching Assistant position.

52-WEEK CIVIL  
SERVICE  
PROBATIONARY  
APPOINTMENT  
MONTALVO

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

1. Name: Lauren Montalvo  
Position: Teacher Aide/ Student Aide  
Effective Date: September 2, 2025  
Tentative Permanent Date: September 2, 2026  
Annualized Salary: \$22,500

FOUR-YEAR  
PROBATIONARY  
APPOINTMENT  
DEFAYETTE &  
KELLEY

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

1. Name: Mikayla Defayette (was temporary)  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: June 11, 2025  
Tentative Tenure Date: June 11, 2029  
Certification Status: Teaching Assistant, Level I
2. Name: Casandra Kelley  
Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: September 2, 2025  
Tentative Tenure Date: September 2, 2029  
Certification Status: Teaching Assistant, Level I  
Annualized Salary: \$32,703

(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).

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Board Minutes  
July 9, 2025  
TEMPORARY  
APPOINTMENT  
2025 – 2026  
SCHOOL YEAR

Appoint the following person(s) to a Temporary appointment as follows for the 2025 – 2026 school year:

1. Name: Hannah Rondeau  
Position: School Counselor  
Effective Dates: September 2, 2025 – June 30, 2026  
Certification Status: Uncertified  
Annualized Salary: \$59,500
2. Name: Chelsea Sheridan  
Position: Speech Language Pathologist  
Effective Dates: September 2, 2025 – June 30, 2026  
Certification Status: Uncertified  
Annualized Salary: \$59,500
3. Name: Andrea Paige  
Position: Welding Teacher  
Effective Dates: September 2, 2025 – June 30, 2026  
Certification Status: Uncertified  
Annualized Salary: \$52,000

TEMPORARY  
APPOINTMENTS  
SEPT. 2, 2025 –  
JUNE 30, 2026

Renew the following Temporary appointments effective September 2, 2025, through June 30, 2026:

<u>Name</u>	<u>Position</u>
Madeline Kaplan	Adult Literacy Teacher
Rene Sprague	Adult Literacy Teacher
Penny Darrah	Adult Literacy Teacher
Bridget Snow	Adult Literacy Teacher
Alexis Dirolf	Adult Literacy Teacher
David Supernault	Automotive Technology Teacher
Nolan Costello	Construction Trades Teacher
Tyler Puchrik	Culinary Arts Teacher
Eric Jock	Environmental Conservation and Forestry Teacher
Leopoldo Carvajal	ESL Teacher
Charles Johnson	LPN Teacher
Maria Hurteau	LPN Teacher
Erin Spoor	LPN Teacher
Thomas Willette	Security and Law Enforcement Teacher
Frank Mercier	Security and Law Enforcement Teacher

POSITION  
INCREASE  
DAVIS-ROESLER &  
SLOAN

Increase the following position(s) to 1.0 FTE:

1. Name: Eileen Davis-Roesler (was 60%)  
Position: Teacher of the Deaf  
Tenure Area: Deaf & Hearing Impaired  
Effective Date: September 2, 2025  
Tentative Tenure Date: February 24, 2029
2. Name: Sara Sloan (was 40%)  
Position: Occupational Therapist  
Effective Date: September 2, 2025  
Tentative Permanent Date: March 3, 2026

ADULT EDUCATION  
COURSE  
INSTRUCTORS  
2025 – 2026  
SCHOOL YEAR

Approve the following Adult Education Course Instructors for the 2025 – 2026 school year:

Adult Education Health Careers, \$42/hr  
Krystal Frawley  
Lora Thornton

PART-TIME ALLIED  
HEALTH  
TEACHER(S) 2025 –  
2026  
SCHOOL YEAR

Approve the following Part-Time Allied Health Teacher(s) for the 2025 – 2026 school year:

<u>Name</u>	<u>Position</u>	<u>Annualized Salary</u>
Krystal Frawley	Allied Health Teacher 20%	\$52,000
James Thomsen	Allied Health Teacher 20%	\$52,000
Lora Thornton	Allied Health Teacher 20%	\$52,000
Brenda Speshock	Allied Health Teacher 20%	\$52,000

TEMPORARY  
GRANT  
APPOINTMENT  
WILLIAMS &  
BROWN

Approve the following Temporary Grant appointment from July 1, 2025 – December 30, 2026:

1. Chance Williams, Work Study Student, not-to-exceed 160 hours at \$15.50/hr
2. Jack Brown, Work Study Student, not-to-exceed 160 hours at \$15.50/hr

FACILITATOR 2024 –  
2025 SCHOOL YEAR  
PAIGE

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

Facilitator, \$30/hr  
Andrea Paige

SUBSTITUTE &  
TEMP-ON-CALL  
POSITIONS 2025 –  
2026 SCHOOL YEAR

Approve the following substitute and temp-on-call positions for the 2025 – 2026 school year:

<u>Name</u>	<u>Position</u>
Jordin Bosley	Laborer

David Rabideau  
Jamie LaBarge

Custodial Worker- Retiree  
Principal

ADDITIONAL WORK 2025 – 2026

Approve the following additional work for the 2025 – 2026 school year:

SCHOOL YEAR

Continuation of normal work-year duties, hourly rate of pay

Arianna Menard	Not-to-exceed 50 hours
Heidi Wells	Not-to-exceed 50 hours
Stephanie Sorgule	Not-to-exceed 80 hours
Christie Lee	Not-to-exceed 6 hours
Jessie Palian	Not-to-exceed 6 hours
Katelyn Atkinson	Not-to-exceed 6 hours
Krystal Jaquish	Not-to-exceed 6 hours
Lindsey Gilmore	Not-to-exceed 6 hours
Meghan Drollette	Not-to-exceed 6 hours
Melissa Litts	Not-to-exceed 6 hours
Nichole Strong	Not-to-exceed 6 hours
Shanni Hicks-Wilson	Not-to-exceed 6 hours
Tiffany Recor	Not-to-exceed 6 hours

Continuation of normal work-year duties, \$42.50/hr

Chelsea Sheridan	Not-to-exceed 6 hours
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Program Development, hourly rate of pay per contract

Arianna Menard	Not-to-exceed 6 hours
Heidi Wells	Not-to-exceed 6 hours
Arianna Hicks	Not-to-exceed 12 hours
Brooke Stevens	Not-to-exceed 12 hours
Mandi Spofford	Not-to-exceed 12 hours
Brianna Burnham	Not-to-exceed 12 hours
Audrey Crucetti	Not-to-exceed 12 hours
Heather VanAlphen	Not-to-exceed 20 hours
Karen Yeager	Not-to-exceed 20 hours
Markey LaPorte	Not-to-exceed 20 hours
Brittany Morse	Not-to-exceed 20 hours
Erin Garrison	Not-to-exceed 20 hours
Jerilynn Lamere	Not-to-exceed 20 hours

Curriculum Development, hourly rate of pay per contract

Arianna Menard	Not-to-exceed 20 hours
Heidi Wells	Not-to-exceed 20 hours
Julie Filion	Not-to-exceed 20 hours
Payton Gough	Not-to-exceed 65 hours
Erin Spoor	Not-to-exceed 7 hours
Todd Menia	Not-to-exceed 7 hours
Kenny Allen	Not-to-exceed 105 hours
Richard Beaudry	Not-to-exceed 105 hours
Steve Bassett	Not-to-exceed 35 hours

Stipend Positions, Compensation per collective bargaining agreement  
Joanne Mazzotte NTHS Advisor, Mineville

Curriculum Development, \$31/hr  
Andrea Paige Not-to-exceed 140 hours

Trainings, \$31/hr  
Andrea Paige (New CTE Teacher Training) Not-to-exceed 14 hours

Trainings, \$17.50/hr  
Aubrey Dominy (ESY Training Day- Aide) Not-to-exceed 6 hours  
Jodi Brunner (ESY Training Day- Aide) Not-to-exceed 6 hours  
Ashley Dupra (ESY Training Day- Aide) Not-to-exceed 6 hours  
Vallerie White (ESY Training Day- Aide) Not-to-exceed 6 hours  
Haley Lozier (ESY Training Day- Aide) Not-to-exceed 6 hours  
Janice Dougherty (ESY Training Day- Aide) Not-to-exceed 6 hours  
Samantha Parker (ESY Training Day- Aide) Not-to-exceed 6 hours  
Angela Cook (ESY Training Day- Aide) Not-to-exceed 6 hours  
Connor Storms (ESY Training Day- Aide) Not-to-exceed 6 hours

2025 – 2026  
SPECIAL  
EDUCATION  
SUMMER SCHOOL  
(ESY) STAFFING

Approve the following 2025 – 2026 Special Education Summer School (ESY) Staffing:

Food Service Helper, \$17.50/hr  
Gavin Hoover (*pending fingerprint clearance*)

Teacher Aide/Student Aide, \$17.50/hr  
Aubrey Dominy  
Jodi Brunner  
Ashley Dupra  
Vallerie White  
Haley Lozier  
Janice Dougherty  
Samantha Parker  
Angela Cook  
Connor Storms

VOTING DELEGATE/  
ALTERNATE FOR  
NYSSBA  
CONVENTION

Mrs. Comins-Hunter, seconded by Mrs. Boise, that the Board appoint Mr. Ed Marin as the voting delegate and Mr. Richard Harriman Sr. as the voting alternate for the NYSSBA Convention to be held on October 23-25, 2025.

All Board Members present voted yes—motion carried.

NYSSBA  
LEGISLATIVE  
LIAISON

Mrs. Boise moved, seconded by Mrs. Comins-Hunter, that the Board appoint Mr. Richard Harriman Sr. as the NYSSBA Legislative Liaison for the 2025 – 2026 school year.

All Board Members present voted yes—motion carried.

RESOLUTION TO  
APPROVE STAFFING  
UPDATES/CHANGE  
FOR  
SAFETY PLANS

Mrs. Boise moved, seconded by Mrs. Comins-Hunter that the Board approve updates of any names, titles, numbers throughout the District-Wide and all building level Safety Plans to reflect staffing changes/updates, as well as any technology instruction modifications as a result of equipment upgrades, from July 1, 2025 through June 30, 2026.

All Board Members present voted yes—motion carried.

INDEPENDENT  
EXTERNAL  
AUDITORS

Mrs. Comins-Hunter moved, seconded by Mrs. Boise, to approve the following appointment:

1. Appoint West & Company, CPAs, PC, of Gloversville, NY, as the CEWW BOCES Independent External Auditor for the 2025 – 2026 audits to be conducted during the 2026 – 2027 school year.

All Board Members present voted yes—motion carried.

ADOPT REVISED  
POLICY

Mr. Webbinaro moved, seconded by Mrs. Comins-Hunter, that the Board adopt the following revised policy:

Revised Policy

1. #5300 Code of Conduct 2025 - 2026

All Board Members present voted yes—motion carried.

POLICIES TO BE  
REVIEWED  
ANNUALLY

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

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

POLICY REQUIRING  
BOARD MEMBER'S  
SIGNATURE

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

1. #2160 BOCES Board Officer and Board Member Responsibilities

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

EASEMENT  
RESOLUTION

Mr. Webbinaro moved, seconded Mrs. Boise to approve the following resolution:

1. A proposed easement to be granted to the New York State Electric and Gas Corporation. The proposed easement is for the purpose of installing a gas supply line beginning at the property line on Military Turnpike and extending to the new CTE Center currently under construction.

Be it further recommended that the CVES District Superintendent be granted authority to enter into the easement agreement contingent upon attorney approval. (Administration)

All Board Members present voted yes—motion carried.

OUTDOOR  
LEARNING SPACE

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

1. Recommend, based on Tetra Tech’s analysis and recommendation of the proposals submitted, that the Board accept a proposal submitted by Landscape Structures, Inc. of Delano, NM for Landscape Structures Play Equipment and Installation Services for 2025-2026 Outdoor Educational Space Improvement Project. Services are offered under Sourcewell Contract 010521-LSI and will take place at the CVES Plattsburgh Campus for the total amount of \$1,476,766.44. The commencement date for services is July 10, 2025.

Be it further recommended that the CVES District Superintendent be granted authority to enter into applicable service agreements and/or contracts contingent upon CVES’ attorney approval.

Note: An additional proposal was received from Gametime of Spring Lake, NJ.

All Board Members present voted yes—motion carried.

NEW POLICY  
FIRST READ

New Policy – First Read

1. # Prohibition on Internet-Enabled Device Use During the School Day

APPOINTMENT OF  
CLAIMS AUDITOR  
VESCO

Mrs. Boise moved, seconded by Mrs. Comins-Hunter that the Board appoint Nancy Vesco to the position of Claims Auditor, effective July 9, 2025, through the July 2026 Reorganization Meeting at the rate of \$30/hr.

All Board Members present voted yes—motion carried.

2025 – 2026  
SPECIAL  
EDUCATION  
SUMMER SCHOOL  
(ESY) STAFFING

Mrs. Boise moved, seconded by Mrs. Comins-Hunter, that the Board approve the following Special Education Summer School (ESY) Staffing:

School Counselor, hourly rate of pay per contract  
Julie Favro

All Board Members present voted yes—motion carried.

ADDITIONAL WORK  
2025 – 2026  
SCHOOL YEAR

Mrs. Comins-Hunter moved, seconded by Mrs. Boise that the Board approve the following additional work for the 2025 – 2026 school year:

Trainings, hourly rate of pay per contract

Julie Favro (ESY Training Day)

Not-to-exceed 6 hours

All Board Members present voted yes—motion carried.

DISTRICT  
SUPERINTENDENT  
CONTRACT

Mr. Murdock moved, seconded by Mrs. Boise, that Upon advice and approval of Counsel, recommended that the Board approve the following resolution:

RESOLVED, that effective July 1, 2025, the Board approve the eleventh amendment to the District Superintendent's contract to include a one year extension, with salary District Superintendent maximum, and other modifications to the DS contract, including for five sick days per year for 12 years, which were improperly applied to NYS I Protection Plan, prospectively clarifying the 13 days of sick leave accruals should be annually, provided for BOCES contribution to an FSA account for medical expense authorizing sick leave credits to apply to health insurance premiums in retirement, subject to final review by counsel and the Commissioner of Education.

All Board Members present voted yes—motion carried.

NEXT BOARD  
MEETING

The next Board meeting will be held on Wednesday, August 20, 2025, at the Yandon-Dillon Educational Center in Mineville. An anticipated Executive Session will begin at 6:00 pm, with the monthly meeting following.

ADJOURNMENT

Mr. Murdock moved, seconded by Mr. Webbinaro, to adjourn the meeting at 7:39 pm. All Board Members present voted yes—motion carried.

**DRAFT**

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Katelyn Smart, Board Clerk

**Clinton Community College** located at 46 Beekman Street, Plattsburgh, NY 12901 and the **Board of Cooperative Educational Services, Sole Supervisory District of Clinton, Essex, Warren and Washington Counties**, also known as Champlain Valley Educational Services (CVES) located at 1585 Military Turnpike, Plattsburgh, NY 12901.

### **Lease Agreement 9/1/25 to 6/30/26**

**LEASE AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_, 2025 between **Clinton Community College**, hereinafter referred to as "Landlord", and **The Board of Cooperative Educational Services, sole Supervisory District of Clinton, Essex, Warren and Washington Counties**, also known as Champlain Valley Educational Services (CVES) hereinafter referred to as "Tenant".

1. **Premises:** Landlord hereby leases to the Tenant, and the Tenant hereby takes, pursuant to the terms and conditions hereof, the following property, with use of common areas for the right of ingress and egress to the premises, situated in the Town of Plattsburgh, and State of New York and more particularly a classroom space and an office space at the Institute for Advanced Manufacturing building, 53 Clinton Point Drive, Plattsburgh New York 12901. Additionally, at the discretion of the College President or designee, use of the manufacturing lab spaces and other areas of the facility for the purpose of instructing students enrolled at CVES.
  - a. Classroom and office space to be identified by landlord by July 1, 2025. Such space shall be described in an addendum to this agreement and shall comply with the regulation of the Commissioner of Education.
2. **Term of Lease:** The term of this lease shall be for ten (10) months, which shall commence on September 1, 2025 and end on June 30<sup>th</sup>, 2026.
3. **Rent:** The Tenant shall pay the Landlord, without notice or demand, in lawful money of the United States, at the office of the Landlord or at such other place as Landlord may designate, the following rental:
  - a. An annual fixed rent totaling \$0 (zero) per year. Rent includes housekeeping services, utilities, access to employee, and customer designated restrooms, and employee access to kitchen facilities. Rent also includes use of equipment in the facilities with approval from the College President or designee. Rent does not include consumables utilized for the program (i.e. plastic for molds, nails, paper, etc.).
4. **Use:** Tenant shall occupy and use the demised premises for BOCES career and technical education. Tenant shall not suffer or permit the demised premises or any part thereof to be used in any manner, or anything to be done therein, or suffer or permit anything to be brought into or kept in the demised premises that would in any way:
  - i. Violate any law or requirement or public authorities;
  - ii. Cause structural injury to the building or any part thereof;

- iii. Constitute a public or private nuisance;
- iv. Alter the appearance of the exterior of the building; and/or
- v. Include storage of flammable or hazardous fuels.

5. **Maintenance and Repairs:** The Tenant shall, during the term of this lease and any renewal or extension thereof, at its sole expense, keep the interior of the leased property in as good order and repair as it is at the date of commencement of the Lease, reasonable wear and tear is expected.
6. **Obligations of Landlord:** The Landlord is responsible for all necessary structural repairs and exterior maintenance, including snow and ice removal. Landlord is also responsible for interior maintenance including replacement of air filters, seasonal mechanical servicing, light replacement, and upkeep of building systems such as electrical, plumbing and ventilation. The Landlord shall be responsible for keying all entries and shall provide keys to Tenant.
7. **Insurance:** Tenant, at its own cost and expense, shall maintain adequate insurance for Tenant's personal property.
8. **Assignment, Subletting, Mortgaging:** Tenant shall not assign, mortgage, or encumber this Lease, sublet the premises or permit the premises to be used by others without the Landlords prior written consent in each instance.
9. **Rules and Regulations:** Any rules and regulations regarding the premises shall be observed by the Tenant, its employees and customers.

The Landlord reserves the right to rescind any presently existing rules applicable to the premises and to make other such reasonable rules and regulations that affect the safety, care, and cleanliness of the premises.

Landlord agrees that, except in the case of emergency, it will give Tenant 30 days to comply with every rule and regulation adopted.

10. **Obligations of Tenant:** Tenant acknowledges that the premises are smoke-free and smoking is not permitted on the premises. All signage and window treatments shall be installed only after written consent of the Landlord. Landlord reserves the right to maintain uniformity of the premises.
11. Termination
  - (a) The Landlord, at its option, may, with thirty (30) days' notice, terminate this lease and the Tenant's rights, should any one or more of the following occur:

- i. The Tenant shall become insolvent, make a general assignment for the benefit of creditors, file a bankruptcy petition or petition to seek reorganization under the federal bankruptcy laws; or
  - ii. The Tenant voluntarily abandons, deserts, or vacates the premises; or
  - iii. A lien is filed against the premises because of an act of omission of the Tenant; or
  - iv. The Tenant fails to pay rental or make other payments due the Landlord when due and such failure continues for more than ten (10) days after written notice of non-payment; or
  - v. The Tenant fails to keep, perform, and observe every promise and agreement set forth in the Lease.
  - vi. Rent will continue to be an obligation of Tenant for the period of occupancy by Tenant following the notice to terminate.
- (b) Tenant may terminate this Lease immediately upon notice to Landlord that there are not sufficient appropriations available to Tenant to pay Rent required under this Lease.

12. **Damage:** Tenant must give the Landlord prompt notice of fire, accident, or dangerous, defective conditions. If the premises cannot be used because of fire or other casualty, Tenant is not required to pay rent for the time the premises are unusable. If part of the premises cannot be used, Tenant must pay rent of the usable part. Landlord and Tenant will mutually decide which part of the premises remains usable. In the event that Landlord and Tenant cannot mutually agree on the useable portion, a disinterested, qualified architectural engineer will be consulted. Landlord and Tenant will each pay one-half of the cost for such services and both parties agree to be bound by the opinion of the architectural engineer. In the event of such damage, Landlord need only repair the damaged structural parts if the premises to their previous useful condition.

The Landlord is not required to repair or replace any equipment, fixtures, furnishings, or decorations unless originally installed by Landlord. Landlord will undertake repair work promptly and will monitor the work with due diligence.

13. **Surrender of Premises:** Upon expiration or other termination of this Lease, Tenant shall surrender the premises in good order and condition, ordinary wear and tear expected. Tenant shall promptly remove all of its property from the premises.
14. **Security:** Tenant shall be entitled to the premises during normal business hours and will be responsible for all visitors to the premises. Tenant will ensure that the building is secure when not in use. Tenant will have reasonable access to the facility in August 2025 to set up the classroom and office space. Access to be coordinated with the landlord.
15. **Notices:** Any request, demand, or other communication required by the terms of this Lease either by Landlord or Tenant or Tenant to Landlord shall be in writing and sent certified mail, return receipt requested to the addresses stated in the Lease.

16. **Attestation:** The Landlord attests that neither they nor any of its principal employees are listed on the General Services Administration's List of Parties Excluded from Federal Procurement or Non-procurement programs.
17. **Enforcement:** This lease is not enforceable against Clinton, Essex, Warren, Washington Board of Cooperative Educational Services (CEWW BOCES) unless and until it has been approved in writing by the Commissioner of Education in accordance with Section 1905- (4) (p) (a) of the Education Law.

**Clinton Community College**

BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
Mr. Ken Knelly, Acting President

**The Board of Cooperative Educational Services, sole Supervisory District of Clinton, Essex, Warren and Washington Counties, also known as Champlain Valley Educational Services (CVES)**

BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
Dr. Mark C. Davey, District Superintendent

State University of New York at Plattsburgh

Revocable Permit For Non-Commercial Use of University Facilities

THIS REVOCABLE PERMIT, made as of the date fully executed by the parties hereto, by and between the STATE UNIVERSITY OF NEW YORK, an educational corporation organized and existing under the laws of the State of New York, and having its principal place of business located at the H. Carl McCall H. Carl McCall SUNY Building, 353 Broadway, 3rd Floor Albany, New York 12246 through and on behalf of the STATE UNIVERSITY OF NEW YORK AT PLATTSBURGH, having its principal place of business at 101 Broad Street, Plattsburgh, NY 12901 (hereinafter referred to as "SUNY Plattsburgh") and CLINTON-ESSEX-WARREN-WASHINGTON BOCES D/B/A CHAMPLAIN VALLEY EDUCATIONAL SERVICES, a non-commercial organization having its principal place of business located at 1585 Military Turnpike, PO Box 455, Plattsburgh, NY 12901 (hereinafter referred to as "the Permittee"). The Permittee and SUNY Plattsburgh may be referred to collectively as "the Parties."

**WHEREAS**, the Permittee will be conducting an on-campus activity which requires certain facilities;  
and

**WHEREAS**, SUNY Plattsburgh has such facilities; and

**WHEREAS**, the parties desire to enter into an agreement whereby SUNY Plattsburgh will make such facilities available to the Permittee for on-campus activity.

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions herein set forth the parties hereto agree as follows:

1. A Revocable Permit ("Permit") is hereby granted to the Permittee, subject to the terms and conditions as hereinafter provided, to use the facilities and services described in *Exhibit B*, attached hereto and made a part hereof, on the date(s) and at the times specified thereon ("Premises").
2. The term of this Permit shall commence on August 22, 2025 and shall continue only during the pleasure of SUNY Plattsburgh and may be revoked at any time without cause. In the event SUNY Plattsburgh revokes this permit without cause, it shall provide Permittee with at least thirty (30) days' written notice to allow for orderly discontinuation of operation and removal of Permittee's property from the Premises. In the event of such revocation, payments by the Permittee shall continue throughout the period of actual occupancy by the Permittee, after which time the Permittee shall have no further payment obligation. Upon revocation, Permittee shall promptly discontinue the use of the Premises.
3. SUNY Plattsburgh shall supply all ordinary and necessary water, gas, electricity, light, heat and sewerage facilities for the Premises. Unless specifically indicated otherwise in *Exhibit B*, no telephone service shall be provided by SUNY Plattsburgh to Permittee.
4. In consideration of the facilities and services to be provided by SUNY Plattsburgh as enumerated above, the Permittee agrees to reimburse SUNY Plattsburgh in accordance with the costs or services stipulated to in *Exhibit C*, attached hereto and made a part hereof, and any other extraordinary costs incurred by SUNY Plattsburgh to meet the requirements of the Permittee. Payment shall be made by Permittee upon receipt of an invoice from SUNY Plattsburgh.
5. The Permittee shall take good care of the Premises, fixtures and appurtenances to preserve the Premises in good order and condition. Upon revocation of this Permit, the Permittee shall, at its sole cost and expense, restore the Premises as nearly as possible to the condition in which these premises were in when

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the use by the Permittee began, other than ordinary wear and tear to the Premises.

6. The Permittee shall be responsible for any and all damages or loss by theft or otherwise of property located within the Premises whether such property shall belong to SUNY Plattsburgh or to others, but only to the extent such damages or losses are caused by the act or omission of the Permittee, its agents, invitees or employees. Permittee shall be responsible for injury to persons (including death) which may in any way result from the operation or conducting of the Permittee's business, Permittee's use of the Premises, including facilities, appurtenances and surrounding grounds, or that may be caused by Permittee's agents, or any persons involved in the Permittee's business, whether or not directly caused by the Permittee. Notwithstanding the foregoing, Permittee shall not be held responsible for damages or losses caused by the negligence of SUNY Plattsburgh or its employees
7. The Permittee shall be responsible for and shall maintain good discipline and proper behavior on the part of all persons in any way involved with the Permittee's business or Permittee's use of the facilities, and agrees to remove any personnel from the Premises whose actions, or failure to act, shall in the sole judgment of SUNY Plattsburgh, after consulting with the Permittee, be deemed to be detrimental to SUNY Plattsburgh.
8. The Parties agree that if in the judgment of SUNY Plattsburgh the activities of Permittee, or its agents, should be such that SUNY Plattsburgh, after consultation with the Permittee, shall determine that the continuation of the Permittee's activities for the then remaining period covered by this Permit shall be contrary to the best interest of SUNY Plattsburgh, SUNY Plattsburgh may terminate this Permit without liability of any kind whatsoever therefor, and the Permittee and its agents shall be thereupon removed from SUNY Plattsburgh Premises.
9. This Permit shall be interpreted according to the laws of the State of New York. The Permittee shall comply with established State University of New York and SUNY Plattsburgh regulations and policies and with all laws, rules, orders, regulations, and requirements of Federal, State and municipal governments applicable thereto, including the SUNY Standard Contract Clauses, attached hereto, incorporated and made a part hereof as *Exhibit A*. If necessary, Permittee shall obtain and keep in force at its sole cost and expense, any permits or licenses that may be required by any local, State or Federal Governmental body.
10. The Permittee agrees that the issuance of this Permit shall in no way diminish the statutory authority of the State University of New York or SUNY Plattsburgh to possession, pursuant to the Education Law, of the State controlled property to which this Permit relates; nor shall the dominion and control by the State University of New York over the said State property be in any way diminished.
11. The Permittee specifically agrees that this Permit does not create the relationship of landlord and tenant between SUNY Plattsburgh and the Permittee regarding the use of the State controlled property to which this Permit relates. The relationship of the Permittee to State University of New York and the State of New York arising out of this Permit shall be that of licensee.
12. The Permittee specifically agrees that this Permit shall be void and of no further force and effect upon any use of the State controlled property to which this Permit relates which is inconsistent with State Law or which in any way conflicts with the purposes or objectives of SUNY Plattsburgh.
13. The Permittee shall have the right, so long as this Permit shall remain in force, to enter upon said State lands for the purpose of maintaining, operating and using the Premises described in *Exhibit B*.

14. The Permittee specifically agrees not to hold itself out as representing the State of New York or State University of New York in connection with the use of the State-owned property to which this Permit relates, nor shall the name of the State of New York, the State University of New York, or the State University of New York at Plattsburgh be used by Permittee for any purpose without prior approval of the SUNY Plattsburgh.
15. The Permittee assumes all risk incidental to the use of the Premises and shall be solely responsible for any and all accidents and injuries to persons and property (including death) arising out of or in connection with the Permittee's use of the Premises, including facilities, its appurtenances and the surrounding grounds and hereby covenants and agrees to indemnify and hold harmless the State of New York and the State University of New York from any and all claims, suits, actions, damages and costs of every nature and description arising out of or relating to the use of the Premises, any facilities, appurtenances and the surrounding grounds or the violation by said Permittee, its agents, employees or contractors of any law, code, order, ordinance, rule or regulation in connection therewith. Permittee's indemnification obligations shall not extend to claims arising from the negligence or willful misconduct of SUNY Plattsburgh or its employees. The Permittee further agrees, upon written request, to assume the defense and to defend, at its own cost and expense, any action brought at any time against the State of New York and/or the State University of New York in connection with the claims, suits and losses, as aforesaid. Notwithstanding the foregoing, Permittee shall not be liable for any consequential, indirect, or special damages of any kind that may result directly or indirectly from its use of said facilities, including, without limitation, damages resulting from loss of use or loss of profit by SUNY or others.
16. The Permittee agrees to obtain and maintain insurance coverage through the term of this Permit as provided in this paragraph and shall deliver Certificates of Insurance for the stated coverage upon execution of this Permit. The policies of insurance set forth below shall be written by companies authorized by the New York Department of Financial Services to issue insurance in the state of New York ("admitted" carriers) with an A.M. Best Company rating of "A-" or better. Permittee agrees to provide notice to SUNY Plattsburgh of any cancellation of such policies, renewal policies, or new policies.
  - a. General Liability insurance of one million dollars (\$2,000,000) for each occurrence and two million dollars (\$2,000,000) in the aggregate. Such policy shall name the State of New York and the State University of New York as an additional insured and shall contain a provision that the State University of New York shall receive at least thirty (30) days written notice prior to material change, cancellation or expiration of such policy.
  - b. New York State Workers' Compensation, Disability Benefits and Paid Family Leave coverage during the term of the Permit for the benefit of Permittee's employees required to be covered under the NYS Workers' Compensation Law and the NYS Disability Benefits and Paid Family Leave Laws. Evidence of coverage must be provided on forms specified by the Commissioner of the Workers Compensation Board.
17. The Permittee specifically agrees that if this Permit is cancelled or terminated for any reason, the Permittee shall have no claim against SUNY Plattsburgh, its officers and employees, nor any claim against the State of New York, its officers and employees, and both the State University of New York and the State of New York and their officers and employees shall be relieved from any and all liability.
18. **Executive Order No. 177**. In accordance with Executive Order No. 177, Permittee hereby certifies that

it does not have institutional policies or practices that fail to address the harassment and discrimination of individuals on the basis of their age, race, creed, color, national origin, sex, sexual orientation, gender identity, disability, marital status, military status, or other protected status under the Human Rights Law.

19. **Permittee Responsibility.** (a) *General Responsibility.* The Permittee shall at all times during the term of this Permit remain responsible. The Permittee agrees, if requested by the SUNY Chancellor or his or her designee, to present evidence of its continuing legal authority to do business in New York State, integrity, experience, ability, prior performance, and organizational and financial capacity. (b) *Suspension of Work for Non-Responsibility.* The SUNY Chancellor, in his or her sole discretion, reserves the right to suspend any or all activities under this Permit at any time when he or she discovers information that calls into question the responsibility of the Permittee. In the event of such suspension, the Permittee will be given written notice outlining the particulars of such suspension. Upon issuance of such notice, the Permittee must comply with the terms of the suspension order. Activity under this Permit may resume at such time as the SUNY Chancellor or his or her designee issues a written notice authorizing a resumption of performance under the Permit. (c) *Termination for Non-Responsibility.* Upon written notice to the Permittee and a reasonable opportunity to be heard with appropriate SUNY officials or staff, this Permit may be terminated by the SUNY Chancellor or his or her designee at the Permittee's expense, where the Permittee is determined by the SUNY Chancellor or his or her designee to be non-responsible. In such event, the SUNY Chancellor or his or her designee may complete the contractual requirements in any manner he or she may deem advisable and pursue available legal or equitable remedies for breach.
20. Any notice to either Party hereunder must be in writing signed by the Party giving it and shall be served either personally or by certified mail, or otherwise as specified below, addressed as follows:

TO SUNY Plattsburgh: STATE UNIVERSITY OF NEW YORK AT  
PLATTSBURGH  
Jenna Beauregard  
101 Broad Street, Plattsburgh, NY 12901

TO THE PERMITTEE: CLINTON-ESSEX-WARREN-WASHINGTON BOCES D/B/A  
CHAMPLAIN VALLEY EDUCATIONAL SERVICES  
Mark C. Davey  
1585 Military Turnpike, PO Box 455, Plattsburgh, NY 12901

Or to such other addressee as may be hereafter designated by notice. All notices become effective only when received by the addressee.

21. This Permit constitutes the entire agreement of the Parties and all previous communications between the Parties, whether written or oral, with reference to the subject matter of this contract are hereby superseded. In the event of any inconsistency or conflict among the documents comprising this Permit, such inconsistency or conflict shall be resolved by giving precedence to the documents in the following order:
1. Exhibit A, State University of New York Standard Contract Clauses
  2. This Revocable Permit
  3. Exhibit B, Designated Facilities and Services
  4. Exhibit C, Costs and Services
22. The Permit hereby granted may be revoked at any time without cause upon thirty (30) days' prior written notice. SUNY Plattsburgh may terminate this Permit immediately for cause, including a breach of this

Permit by Permittee Upon receipt of Notice of revocation, Permittee shall and will promptly discontinue the use of the Premises and shall thereupon remove all of its property from the Premises and shall, at Permittee's own cost and expense, restore the Premises to the same condition it was in before use by the Permittee commenced. Under no circumstances shall State University of New York be held liable for damages of any kind, either direct or indirect, for termination of this permit.

23. **Force Majeure:** A Party shall not be deemed in default of this permit, nor shall it hold the other Party responsible for any cessation, interruption or delay in the performance of its obligations (excluding payment obligations) due to earthquake, flood, fire, storm, natural disaster, act of God, disease outbreak, epidemic, or pandemic, an act of war whether declared or undeclared, acts or threats of terrorism, contamination by radioactivity, pressure waves from devices travelling at supersonic speeds or damages caused by any aircraft or similar device, armed conflict, labor strike, lockout, boycott, or other unforeseeable circumstances beyond the control of the Parties against which it would have been unreasonable for the affected Party to take precautions and which the affected Party cannot avoid even by using its best efforts, provided that the Party relying upon this provision: (i) gives prompt written notice thereof to the other Party; and (ii) takes all steps reasonably necessary to mitigate the effects of the force majeure event. If a force majeure event extends for a period in excess of 30 days in the aggregate, either Party may immediately terminate this permit upon written notice.
24. Permittee warrants that no music or artistic work or other property protected by copyright will be performed, produced, exhibited or used, nor will the name of any entity protected by trademark be reproduced, exhibited or used during Permittee's use of the Premises, unless Permittee has obtained expressed written permission and license from the copyright or trademark holder. Permittee covenants to comply strictly with all laws respecting copyright and trademarks and warrants that it will not infringe any related statutory, common law or other rights of any person during its use of the Premises. Permittee is responsible for remitting payment to appropriate agencies for use of copyrighted materials. Permittee shall fully defend, indemnify, and hold harmless the State of New York and the State University of New York and their respective officers, trustees, directors, agents and employees without limitation, from any and all losses, expenses, damages and liabilities, including reasonable attorneys' fees, arising out of the intentional or negligent acts or omissions of the Permittee, its officers, employees, agents or licensees arising out of or relating to copyright or trademark rights.
25. If Permittee utilizes internet service provided by SUNY Plattsburgh (as described in Exhibit B herein), Permittee acknowledges that SUNY Plattsburgh is providing such service solely as a benefit to Permittee and understands that usage of internet services for the Event shall be governed by the SUNY Plattsburgh Network Terms of Services available at <https://www.plattsburgh.edu/academics/resources/technology/index.html>. Permittee acknowledges that Internet services are provided on an "AS IS" basis. Permittee and its agents, employees, and contractors are solely responsible for complying with any and all applicable laws, rules, orders, regulations, and requirements of federal, State, and municipal governments, including, but not limited to, data security and privacy laws and standards. Such data security and privacy laws and standards include, but are not limited to, the Gramm-Leach-Bliley Act ("GLBA"), the Health Insurance Portability and Accountability Act ("HIPAA"), the Family Educational Rights and Privacy Act ("FERPA"), the Health Information Technology for Economic and Clinical Health Act ("HITECH"), the Fair Credit Reporting Act ("FCRA"), the Children's Online Privacy Protection Act ("COPPA"), the New York State Information Security Breach and Notification Act ("NYISBNA") and the Payment Card Industry Data Security Standards ("PCI DSS").

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26. The individuals executing this document on behalf of the parties hereto are fully authorized to sign this document on behalf of the party they are signing for, and have full authority to bind such party to the terms of this Permit.

**[SIGNATURE PAGE FOLLOWS]**

IN WITNESS WHEREOF, the parties have caused this document to be executed as of the dates set forth below.

STATE UNIVERSITY OF NEW YORK AT PLATTSBURGH

PERMITTEE

By: \_\_\_\_\_  
Jenna Beauregard  
Director of Procurement Services

By: \_\_\_\_\_  
Mark C. Davey  
Official Representative of Permittee or Authorized  
Designee

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Contract No.:** X000904  
**Agency No:** 28240  
**Department ID:** 3320226

**EXHIBIT A**  
**State University of New York Standard Contract Clauses**

The parties to the attached contract, license, lease, amendment or other agreement of any kind (hereinafter, "contract") agree to be bound by the following clauses which are hereby made a part of the contract (the word "Contractor" herein refers to any party other than the State or State University of New York, whether a Contractor, licensor, licensee, lessor, lessee or any other party; the State University of New York shall hereinafter be referred to as "SUNY"):

**1. EXECUTORY CLAUSE.** In accordance with Section 41 of the State Finance Law, the State shall have no liability under this contract to the Contractor or to anyone else beyond funds appropriated and available for this contract.

**2. PROHIBITION AGAINST ASSIGNMENT.** In accordance with Section 138 of the State Finance Law, this contract may not be assigned by the Contractor or its right, title or interest therein assigned, transferred, conveyed, sublet or otherwise disposed of without the State's previous written consent, and attempts to do so are null and void. Notwithstanding the foregoing, such prior written consent of an assignment of a contract let pursuant to Article XI of the State Finance Law may be waived at the discretion of SUNY and with the concurrence of the State Comptroller where the original contract was subject to the State Comptroller's approval, where the assignment is due to a reorganization, merger or consolidation of the Contractor's business entity or enterprise. SUNY retains its right to approve an assignment and to require that any Contractor demonstrate its responsibility to do business with SUNY. The Contractor may, however, assign its right to receive payments without SUNY's prior written consent unless this contract concerns Certificates of Participation pursuant to Article 5-A of the State Finance Law.

**3. COMPTROLLER'S APPROVAL.** (a) In accordance with Section 112 of the State Finance Law, the State Comptroller's approval is required for the following contracts: (i) goods, services, construction, and construction-related services for State University hospital or healthcare facilities which exceed \$150,000; (ii) purchases utilizing an Office of General Services (OGS) centralized contract which exceed \$200,000 (iii) goods, services, construction, and construction-related services not described in (i) or (ii) and which exceed \$75,000;

(b) If this contract exceeds the threshold amounts listed above in Paragraph 3(a), or, if this is an amendment for any amount to a contract which, as so amended, exceeds said threshold amounts, or if, by this contract, the State agrees to give something other than money when the value or reasonably estimated value of such consideration exceeds \$25,000, it shall not be valid, effective or binding upon the State, and the State shall bear no liability, until it has been approved by the State Comptroller and filed in his or her office.

**4. WORKERS' COMPENSATION BENEFITS.** In accordance with Section 142 of the State Finance Law, this contract shall be void and of no force and effect unless the Contractor shall provide and maintain coverage during the life of this contract for the benefit of such employees as are required to be covered by the provisions of the Workers' Compensation Law.

**5. NON-DISCRIMINATION REQUIREMENTS.** To the extent required by Article 15 of the Executive Law (also known as the Human Rights Law) and all other State and Federal statutory and constitutional non-discrimination provisions, the Contractor will not discriminate against any employee or applicant for employment, nor subject any individual to harassment, because of age, race, creed, color, national origin, citizenship or immigration status, sexual orientation, gender identity or expression, military status, sex, disability, predisposing genetic characteristics, familial status, marital status, or domestic violence victim status or because the individual has opposed any practices forbidden under the Human Rights Law or has filed a complaint, testified, or assisted in any proceeding under the Human Rights Law. Furthermore, in accordance with Section 220-e of the Labor Law, if this is a contract for the construction, alteration or repair of any public building or public work or for the manufacture, sale or distribution of materials, equipment or supplies, and to the extent that this contract shall be performed within the State of New York, Contractor agrees that neither it nor its subcontractors shall, by reason of race, creed, color, disability, sex, or national origin: (a) discriminate in hiring against any New York State citizen who is qualified and available to perform the work; or (b) discriminate against or intimidate any employee hired for the performance of work under this contract. If this is a building service contract as defined in Section 230 of the Labor Law, then, in accordance with Section 239 thereof, Contractor agrees that neither it nor its subcontractors shall by reason of race, creed, color, national origin, age, sex or disability: (a) discriminate in hiring against any New York State citizen who is qualified and available to perform the work; or (b) discriminate against or intimidate any employee hired for the performance of work under this contract. Contractor is subject to fines of \$50.00 per person per day for any violation of Section 220-e or Section 239 as well as possible termination of this contract and forfeiture of all moneys due hereunder for a second or subsequent violation

**6. WAGE AND HOURS PROVISIONS.** If this is a public work contract covered by Article 8 of the Labor Law or a building service contract covered by Article 9 thereof, neither Contractor's employees nor the employees of its subcontractors may be required or permitted to work more than the number of hours or days stated in said statutes, except as otherwise provided in the Labor Law and as set forth in prevailing wage and supplement schedules issued by the State Labor Department. Furthermore, Contractor and its subcontractors must pay at least the prevailing wage rate and pay or provide the prevailing supplements, including the premium rates for overtime pay, as determined by the State Labor Department in accordance with the Labor Law. Additionally, effective April 26, 2008, if this is a public work contract covered by Article 8 of the Labor Law, the Contractor understands and agrees that the filing of payrolls in a manner consistent with Subdivision 3-a of Section 220 of the Labor Law shall be a condition precedent to payment by the State of any State-approved sums due and owing for work done upon the project.

**7. NON-COLLUSIVE BIDDING CERTIFICATION.** In accordance with Section 139-d of the State Finance Law, if this contract was awarded based upon the submission of competitive bids, Contractor affirms, under penalty of perjury, that its bid was arrived at independently and without collusion aimed at restricting competition. Contractor further affirms that, at the time Contractor submitted its bid, an authorized and responsible person executed and delivered to SUNY a non-collusive bidding certification on Contractor's behalf.

**8. INTERNATIONAL BOYCOTT PROHIBITION.** In accordance with Section 220-f of the Labor Law and Section 139-h of the State Finance Law, if this contract exceeds \$5,000, the Contractor agrees, as a material condition of the contract, that neither the Contractor nor any substantially owned or affiliated person, firm, partnership or corporation has participated, is participating, or shall participate in an international boycott in violation of the federal Export Administration Act of 1979 (50 USC App. Sections 2401 *et seq.*) or regulations thereunder. If such Contractor, or any of the aforesaid affiliates of Contractor, is convicted or is otherwise found to have violated said laws or regulations upon the final determination of the United States Commerce Department or any other appropriate agency of the United States subsequent to the contract's execution, such contract, amendment or modification thereto shall be rendered forfeit and void. The Contractor shall so notify the State Comptroller within five (5) business days of such conviction, determination or disposition of appeal (2 NYCRR § 105.4).

**9. SET-OFF RIGHTS.** The State shall have all of its common law, equitable and statutory rights of set-off. These rights shall include, but not be limited to, the State's option to withhold for the purposes of set-off any moneys due to the Contractor under this contract up to any amounts due and owing to the State with regard to this contract, any other contract with any State department or agency, including any contract for a term commencing prior to the term of this contract, plus any amounts due and owing to the State for any other reason including, without limitation, tax delinquencies, fee delinquencies or monetary penalties relative thereto. The State shall exercise its set-off rights in accordance with normal State practices including, in cases of set-off pursuant to an audit, the finalization of such audit by SUNY, its representatives, or the State Comptroller.

**10. RECORDS.** The Contractor shall establish and maintain complete and accurate books, records, documents, accounts and other evidence directly pertinent to performance under this contract (hereinafter, collectively, "the Records"). The Records must be kept for the balance of the calendar year in which they were made and for six (6) additional years thereafter. The State Comptroller, the Attorney General and any other person or entity authorized to conduct an examination, as well as SUNY and any other agencies involved in this contract, shall have access to the Records during normal business hours at an office of the Contractor within the State of New York or, if no such office is available, at a mutually agreeable and reasonable venue within the State, for the term specified above for the purposes of inspection, auditing and copying. SUNY shall take reasonable steps to protect from public disclosure any of the Records which are exempt from disclosure under Section 87 of the Public Officers Law (the "Statute") provided that: (i) the Contractor shall timely inform an appropriate SUNY official, in writing, that said Records should not be disclosed; and (ii) said Records shall be sufficiently identified; and (iii) designation of said Records as exempt under the Statute is reasonable. Nothing contained herein shall diminish, or in any way adversely affect, SUNY's or the State's right to discovery in any pending or future litigation.

**11. IDENTIFYING INFORMATION AND PRIVACY NOTIFICATION.**

(a) Identification Number(s). Every invoice or New York State Claim for Payment submitted to SUNY by a payee, for payment for the sale of goods or services or for transactions (e.g., leases, easements, licenses, etc.) related to real or personal property must include the payee's identification number. The number is any or all of the following: (i) the payee's Federal employer identification number, (ii) the payee's Federal social security number, and/or (iii) the payee's Vendor identification Number assigned by the Statewide Financial System. Failure to include such number or numbers may delay payment. Where the payee does not have such number or numbers, the payee, on its invoice or Claim for Payment, must give the reason or reasons why the payee does not have such number or numbers.

(b) Privacy Notification. (1) The authority to request the above personal information from a seller of goods or services or a lessor of real or personal property, and the authority to maintain such information, is found in Section 5 of the State Tax Law. Disclosure of this information by the seller or lessor to SUNY or the State is mandatory. The principal purpose for which the information is collected is to enable the State to identify individuals, businesses and others who have been delinquent in filing tax returns or may have understated their tax liabilities and to generally identify persons affected by the taxes administered by the Commissioner of Taxation and Finance. The information will be used for tax administration purposes and for any other purpose authorized by law. (2) The personal information is requested by the purchasing unit of SUNY contracting to purchase the goods or services or lease the real or personal property covered by this contract or lease. The information is maintained in the Statewide Financial System by the Vendor Management Unit within the Bureau of State Expenditures, Office of the State Comptroller, 110 State Street, Albany, New York 12236.

**12. EQUAL EMPLOYMENT OPPORTUNITIES FOR MINORITIES AND WOMEN.**

In accordance with Section 312 of the Executive Law and 5 NYCRR Part 143, if this

contract is: (i) a written agreement or purchase order instrument, providing for a total expenditure in excess of \$25,000.00, whereby a contracting agency is committed to expend or does expend funds in return for labor, services, supplies, equipment, materials or any combination of the foregoing, to be performed for, or rendered or furnished to the contracting agency; or (ii) a written agreement in excess of \$100,000.00 whereby a contracting agency is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon; or (iii) a written agreement in excess of \$100,000.00 whereby the owner of a State assisted housing project is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon for such project, then the following shall apply and by signing this agreement the Contractor certifies and affirms that it is Contractor's equal employment opportunity policy that:

(a) The Contractor will not discriminate against employees or applicants for employment because of race, creed, color, national origin, sex, age, disability or marital status, shall make and document its conscientious and active efforts to employ and utilize minority group members and women its workforce on State contracts and will undertake or continue existing programs of affirmative action to ensure that minority group members and women are afforded equal employment opportunities without discrimination. Affirmative action shall mean recruitment, employment, job assignment, promotion, upgrading, demotion, transfer, layoff, or termination and rates of pay or other forms of compensation;

(b) at SUNY's request, Contractor shall request each employment agency, labor union, or authorized representative of workers with which it has a collective bargaining or other agreement or understanding, to furnish a written statement that such employment agency, labor union or representative will not discriminate on the basis of race, creed, color, national origin, sex, age, disability or marital status and that such union or representative will affirmatively cooperate in the implementation of the Contractor's obligations herein; and

(c) the Contractor shall state, in all solicitations or advertisements for employees, that, in the performance of the State contract, all qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.

Contractor will include the provisions of "a," "b," and "c" above, in every subcontract over \$25,000.00 for the construction, demolition, replacement, major repair, renovation, planning or design of real property and improvements thereon (the "Work") except where the Work is for the beneficial use of the Contractor. Section 312 does not apply to: (i) work, goods or services unrelated to this contract; or (ii) employment outside New York State. The State shall consider compliance by a contractor or sub-contractor with the requirements of any federal law concerning equal employment opportunity which effectuates the purpose of this clause. SUNY shall determine whether the imposition of the requirements of the provisions hereof duplicate or conflict with any such federal law and if such duplication or conflict exists, SUNY shall waive the applicability of Section 312 to the extent of such duplication or conflict. Contractor will comply with all duly promulgated and lawful rules and regulations of the Department of Economic Development's Division of Minority and Women's Business Development pertaining hereto.

**13. CONFLICTING TERMS.** In the event of a conflict between the terms of the contract (including any and all attachments thereto and amendments thereof) and the terms of this Exhibit A, the terms of this Exhibit A shall control.

**14. GOVERNING LAW.** This contract shall be governed by the laws of the State of New York except where the Federal supremacy clause requires otherwise.

**15. LATE PAYMENT.** Timeliness of payment and any interest to be paid to Contractor for late payment shall be governed by Article 11-A of the State Finance Law to the extent required by law.

**16. NO ARBITRATION.** Disputes involving this contract, including the breach or alleged breach thereof, may not be submitted to binding arbitration (except where statutorily authorized) but must, instead, be heard in a court of competent jurisdiction of the State of New York.

**17. SERVICE OF PROCESS.** In addition to the methods of service allowed by the State Civil Practice Law & Rules ("CPLR"), Contractor hereby consents to service of process upon it by registered or certified mail, return receipt requested. Service hereunder shall be complete upon Contractor's actual receipt of process or upon the State's receipt of the return thereof by the United States Postal Service as refused or undeliverable. Contractor must promptly notify the State, in writing, of each and every change of address to which service of process can be made. Service by the State to the last known address shall be sufficient. Contractor will have thirty (30) calendar days after service hereunder is complete in which to respond.

**18. PROHIBITION ON PURCHASE OF TROPICAL HARDWOODS.** The Contractor certifies and warrants that all wood products to be used under this contract award will be in accordance with, but not limited to, the specifications and provisions of State Finance Law §165 (Use of Tropical Hardwoods), which prohibits purchase and use of tropical hardwoods, unless specifically exempted, by the State or any governmental agency or political subdivision or public benefit corporation. Qualification for an exemption under this law will be the responsibility of the contractor to establish to meet with the approval of the State.

In addition, when any portion of this contract involving the use of woods, whether supply or installation, is to be performed by any subcontractor, the prime Contractor will indicate and certify in the submitted bid proposal that the subcontractor has been informed and is in compliance with specifications and provisions regarding use of tropical hardwoods as detailed in Section 165 of the State Finance Law. Any such use must meet with the approval of the State, otherwise, the bid may not be considered responsive. Under bidder certifications, proof of qualification for exemption will be the responsibility of the Contractor to meet with the approval of the State.

**19. MACBRIDE FAIR EMPLOYMENT PRINCIPLES.** In accordance with the MacBride Fair Employment Principles (Chapter 807 of the Laws of 1992), the Contractor hereby stipulates that the Contractor either (a) has no business operations in Northern Ireland, or (b) shall take lawful steps in good faith to conduct any business operations in Northern Ireland in accordance with the MacBride Fair Employment Principles (as described in Section 165 of the New York State Finance Law), and shall permit independent monitoring of compliance with such principles.

**20. OMNIBUS PROCUREMENT ACT OF 1992.**

It is the policy of New York State to maximize opportunities for the participation of New York State business enterprises, including minority and women-owned business enterprises as bidders, subcontractors and suppliers on its procurement contracts.

Information on the availability of New York State subcontractors and suppliers is available from:

NYS Department of Economic Development  
Division for Small Business and Technology Development  
625 Broadway  
Albany, NY 12245  
Telephone: 518-292-5100

A directory of certified minority and women-owned business enterprises is available from:

NYS Department of Economic Development  
Division of Minority and Women's Business Development  
633 Third Avenue 33<sup>rd</sup> Floor  
New York, NY 10017  
646-846-7364  
email: [mwbebusinessdev@esd.ny.gov](mailto:mwbebusinessdev@esd.ny.gov)  
<https://ny.newnycontracts.com/FrontEnd/searchcertifieddirectory.asp>

The Omnibus Procurement Act of 1992 (Chapter 844 of the Laws of 1992, codified in State Finance Law § 139-i and Public Authorities Law § 2879(3)(n)-(p)) requires that by signing this bid proposal or contract, as applicable, Contractors certify that whenever the total bid amount is greater than \$1 million:

(a) The Contractor has made reasonable efforts to encourage the participation of New York State Business Enterprises as suppliers and subcontractors, including certified minority and women-owned business enterprises, on this project, and has retained the documentation of these efforts to be provided upon request to SUNY;

(b) The Contractor has complied with the Federal Equal Employment Opportunity Act of 1972 (P. L. 92-261), as amended;

(c) The Contractor agrees to make reasonable efforts to provide notification to New York State residents of employment opportunities on this project through listing any such positions with the Job Service Division of the New York State Department of Labor, or providing such notification in such manner as is consistent with existing collective bargaining contracts or agreements. The Contractor agrees to document these efforts and to provide said documentation to the State upon request; and

(d) The Contractor acknowledges notice that the State may seek to obtain offset credits from foreign countries as a result of this contract and agrees to cooperate with the State in these efforts.

**21. RECIPROCITY AND SANCTIONS PROVISIONS.** Bidders are hereby notified that if their principal place of business is located in a country, nation, province, state or political subdivision that penalizes New York State vendors, and if the goods or services they offer will be substantially produced or performed outside New York State, the Omnibus Procurement Act of 1994 and 2000 amendments (Chapter 684 and Chapter 383, respectively, codified in State Finance Law § 165(6) and Public Authorities Law § 2879(5))

require that they be denied contracts which they would otherwise obtain.

NOTE: As of May 2023, the list of discriminatory jurisdictions subject to this provision includes the states of South Carolina, Alaska, West Virginia, Wyoming, Louisiana and Hawaii.

**22. COMPLIANCE WITH BREACH NOTIFICATION AND DATA SECURITY LAWS.** Contractor shall comply with the provisions of the New York State Information Security Breach and Notification Act (General Business Law § 899-aa, § 899-bb, and State Technology Law § 208).

**23. COMPLIANCE WITH CONSULTANT DISCLOSURE LAW.** If this is a contract for consulting services, defined for purposes of this requirement to include analysis, evaluation, research, training, data processing, computer programming, engineering, environmental health and mental health services, accounting, auditing, paralegal, legal or similar services, then in accordance with Section 163(4)(g) of the State Finance Law (as amended by Chapter 10 of the Laws of 2006), the Contractor shall timely, accurately and properly comply with the requirement to submit an annual employment report for the contract to SUNY, the Department of Civil Service and the State Comptroller.

**24. PURCHASES OF APPAREL AND SPORTS EQUIPMENT.** In accordance with State Finance Law Section 165(7), SUNY may determine that a bidder on a contract for the purchase of apparel or sports equipment is not a responsible bidder as defined in State Finance Law Section 163 based on (a) the labor standards applicable to the manufacture of the apparel or sports equipment, including employee compensation, working conditions, employee rights to form unions and the use of child labor; or (b) bidder's failure to provide information sufficient for SUNY to determine the labor conditions applicable to the manufacture of the apparel or sports equipment.

**25. PROCUREMENT LOBBYING.** To the extent this contract is a "procurement contract" as defined by State Finance Law §§ 139-j and 139-k, by signing this contract the Contractor certifies and affirms that all disclosures made in accordance with State Finance Law §§ 139-j and 139-k are complete, true and accurate. In the event such certification is found to be intentionally false or intentionally incomplete, the State may terminate the contract by providing written notification to the Contractor in accordance with the terms of the contract.

**26. CERTIFICATION OF REGISTRATION TO COLLECT SALES AND COMPENSATING USE TAX BY CERTAIN STATE CONTRACTORS, AFFILIATES AND SUBCONTRACTORS.** To the extent this contract is a contract as defined by Tax Law § 5-a, if the Contractor fails to make the certification required by Tax Law § 5-a or if

during the term of the contract, the Department of Taxation and Finance or SUNY discovers that the certification, made under penalty of perjury, is false, then such failure to file or false certification shall be a material breach of this contract and this contract may be terminated, by providing written notification to the Contractor in accordance with the terms of the contract, if SUNY determines that such action is in the best interests of the State.

**27. IRAN DIVESTMENT ACT.** By entering into this contract, Contractor certifies in accordance with State Finance Law §165-a that it is not on the "Entities Determined to be Non-Responsive Bidders/Offerers pursuant to the New York State Iran Divestment Act of 2012" ("Prohibited Entities List") posted at: <https://ogs.ny.gov/iran-divestment-act-2012>

Contractor further certifies that it will not utilize on this contract any subcontractor that is identified on the Prohibited Entities List. Contractor agrees that should it seek to renew or extend this contract, it must provide the same certification at the time the contract is renewed or extended. Contractor also agrees that any proposed Assignee of this contract will be required to certify that it is not on the Prohibited Entities List before the contract assignment will be approved by the State.

During the term of the contract, should SUNY receive information that a person (as defined in State Finance Law §165-a) is in violation of the above-referenced certifications, SUNY will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then SUNY shall take such action as may be appropriate and provided for by law, rule, or contract, including, but not limited to, imposing sanctions, seeking compliance, recovering damages, or declaring the Contractor in default.

SUNY reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

**28. ADMISSIBILITY OF REPRODUCTION OF CONTRACT.** Notwithstanding the best evidence rule or any other legal principle or rule of evidence to the contrary, the Contractor acknowledges and agrees that it waives any and all objections to the admissibility into evidence at any court proceeding or to the use at any examination before trial of an electronic reproduction of this contract, in the form approved by the State Comptroller, if such approval was required, regardless of whether the original of said contract is in existence.

**THE FOLLOWING PROVISIONS SHALL APPLY ONLY TO THOSE CONTRACTS TO WHICH A HOSPITAL OR OTHER HEALTH SERVICE FACILITY IS A PARTY**

29. Notwithstanding any other provision in this contract, the hospital or other health service facility remains responsible for insuring that any service provided pursuant to this contract complies with all pertinent provisions of Federal, state and local statutes, rules and regulations. In the foregoing sentence, the word "service" shall be construed to refer to the health care service rendered by the hospital or other health service facility.

30. (a) In accordance with the 1980 Omnibus Reconciliation Act (Public Law 96-499), Contractor hereby agrees that until the expiration of four years after the furnishing of services under this agreement, Contractor shall make available upon written request to the Secretary of Health and Human Services, or upon request, to the Comptroller General of the United States or any of their duly authorized representatives, copies of this contract, books, documents and records of the Contractor that are necessary to certify the nature and extent of the costs hereunder.

(b) If Contractor carries out any of the duties of the contract hereunder, through a subcontract having a value or cost of \$10,000 or more over a twelve-month period, such subcontract shall contain a clause to the effect that, until the expiration of four years after the furnishing of such services pursuant to such subcontract, the subcontractor shall make available upon written request to the Secretary of Health and Human Services or upon request to the Comptroller General of the United States, or any of their duly authorized representatives, copies of the subcontract and books, documents and records of the subcontractor that are necessary to verify the nature and extent of the costs of such subcontract.

(c) The provisions of this section shall apply only to such contracts as are within the definition established by the Health Care Financing Administration, as may be amended or modified from time to time.

31. Hospital Retained Authority: Hospital Retained Authority: The Hospital retains direct, independent authority over the appointment and/or dismissal, in its sole discretion, of the facility's management level employees (including but not limited to, the Facility/Service Administrator/Director, the Medical Director, the Director of Nursing, the Chief Executive Officer, the Chief Financial Officer and the Chief Operating Officer) and all licensed or certified health care staff. The Hospital retains the right to adopt and approve, at its sole discretion, the facility's operating and capital budgets. The Hospital retains independent control over and physical possession of the facility's books and records. The Hospital retains independent control over and physical possession of the facility's operating policies and procedures. The Hospital retains full authority and responsibility for, and control over, the operations and management of the facility. The Hospital retains the right and authority to independently adopt, approve and enforce, in its sole discretion, policies affecting the facility's delivery of health care services. The Hospital retains the right to independently adopt, approve and enforce, at its sole discretion, the disposition of assets and authority to incur debts. The Hospital retains the right to approve, at its sole discretion, contracts for administrative services, management and/or clinical services. The Hospital retains the right to approve, at its sole discretion, any facility debt. The Hospital retains the right to approve, at its sole discretion, settlements of administrative proceeding or litigation to which the facility is a party. No powers specifically reserved to the Hospital may be delegated to, or shared by, the Contractor or any other person. In addition, if there is any disagreement between the parties to this Agreement regarding control between the Hospital and the Contractor, the terms of this Section shall control.

**EXHIBIT B**  
**Designated Facilities and Services**

State University of New York at Plattsburgh

**Clinton-Essex-Warren-Washington BOCES**

The following facilities and services at SUNY Plattsburgh are provided by SUNY to the above-named Permittee in accordance with the terms and conditions of this Permit.

1. Designated Facilities: 1,075 square feet located in Sibley Hall, a building owned and controlled by the State University of New York at Plattsburgh and located at 113 Rugar Street, Plattsburgh, NY 12901. The specific rooms designated for this permit are as follows:
  - a. Sibley 309A (85 Square Feet)
  - b. Sibley 309B (510 Square Feet)
  - c. Sibley 315 (480 Square Feet)
2. Dates of Use:
  - a. Permitted will be granted use of the designated facilities listed above for August 22, 2025 – August 21, 2027.
3. Start time / end time
  - a. 8:00 AM – 9:00 PM
4. Other Services:
  - a. In addition to the use of the facilities listed above, SUNY Plattsburgh will provide the following services:
    - i. Janitorial and Maintenance Services\*
    - ii. Security Services
    - iii. Utilities
    - iv. Keys for Sibley 309A, 309B, and 315\*\*

\*Maintenance services are limited to fixed equipment provided by campus and building repair. Permitted would be responsible for the costs of any renovations or construction requested.

\*\*Permittee is responsible for the costs of replacing lost or stolen keys, which includes any costs associated with re-keying locks or issuing new keys to all individuals issued keys (whether employed by Permittee or not).

Optional Services: Permittee and its personnel may utilize the following services at its discretion however the Permittee and its personnel shall be responsible for paying any applicable fees associated with use of the Services:

- a. Internet
- b. Telephones
- c. Fitness Center
- d. Library Guest Borrower
- e. Parking

**Contract No.:** X000904  
**Agency No:** 28240  
**Department ID:** 3320226

f. Identification Cards

Permittee may request that interior signage be posting in Sibley Hall to assist with interior wayfinding. All signage will be at Permittee's own expense and must comply with the SUNY Plattsburgh's signage and wayfinding policy. The SUNY Plattsburgh reserves the right to deny signage that does not align with its policy.

**EXHIBIT C**

**Costs and Services**

State University of New York at Plattsburgh

**Clinton-Essex-Warren-Washington BOCES**

The Permittee agrees to pay SUNY Plattsburgh the amount of **\$11,782.00 annually** for the use of the Facilities described in Exhibit B. Payment is determined on the following basis:

**RENT PAYABLE BY PERMITTEE**

*2025-2026*

*All figures listed in US Dollars*

<b>Expense*</b>	<b>Cost per Sq. Ft.</b>	<b>Sq. Ft. Utilized**</b>	<b>Total Annual Cost</b>
Base Rent	N/A	N/A	\$1.00
Additional Rent***	\$10.96	1,075	\$11,782.00
<b>ANNUAL TOTAL</b>			<b>\$11,782.00</b>

*\* Please note that these annual costs are based on baseline 2020 rates adjusted for inflation*

*\*\*Includes rooms 309A, 309B and 315 in Sibley hall*

*\*\*\*Includes personnel and temporary services for Facilities, Maintenance and Operations as well as for other supplies and services related to maintenance and operations of the campus. Also includes personnel and temporary services for University Police Department*

**Total 2-Year Contract Value:** \$23,564.00

**Payable to:** State University of New York at Plattsburgh

**Payment Procedures:** SUNY Plattsburgh shall invoice Clinton-Essex-Warren-Washington BOCES within 30 days of executing this agreement and by September 1<sup>st</sup> of each subsequent year of the permit.

**State University of New York  
Notary Acknowledgement**

(ACKNOWLEDGEMENT BY CORPORATION)

STATE OF NEW YORK     )  
COUNTY OF             ) SS.:

On this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_, before me personally came \_\_\_\_\_ to me known, who duly being sworn, did depose and say that he/she resides in \_\_\_\_\_; that he/she is the

\_\_\_\_\_ of the \_\_\_\_\_, the corporation described in and which executed the foregoing instrument; that he/she knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal, that was so affixed by the order of the Board of Directors of said corporation, and that he/she signed his/her name thereto by like order.

\_\_\_\_\_  
Notary Public

## **ANCILLARY SERVICES AGREEMENT**

**ANCILLARY SERVICES AGREEMENT** (hereinafter the "Agreement") made this \_\_\_\_ day of \_\_\_\_\_, 2025, by and between **CLINTON COMMUNITY COLLEGE**, an organization existing under and by virtue of the Laws of the State of New York, with a place of business at 46 Beekman Street, Plattsburgh, NY 12901 (hereinafter ("the College")) and the **BOARD OF COOPERATIVE EDUCATIONAL SERVICES, SOLE SUPERVISORY DISTRICT OF CLINTON, ESSEX, WARREN AND WASHINGTON COUNTIES**, an organization existing under and by virtue of the Laws of the State of New York with an office and place of business at 1585 Military Turnpike, Plattsburgh, New York 12901 (hereinafter "BOCES") BOCES and the College are collectively referred to herein as the "Parties".

### **RECITALS**

- A. BOCES is duly organized and existing under the laws of the State of New York, and is responsible for the operation of programs for students who will participate in the New Visions Applied Engineering Program.
- B. In order to achieve the above-described goals, it is necessary that BOCES lease classroom and office space at the College for the needs of students. The parties entered into a separate Lease Agreement with respect to classrooms and support space areas.
- C. Inherent in this agreement is the expectation that students will:
  - Be able to benefit from this program due to the availability of classroom and office space suitable to the New Visions Applied Engineering Program located at the Institute for Advanced Manufacturing building, 53 Clinton Point Drive, Plattsburgh New York 12901.
  - Have availability of support services as needed from Clinton Community College as agreed upon with the Acting President of the College.
- D. This agreement shall communicate BOCES' expectations in committing to the location of classroom and office space within the College and outlines the goals for both the BOCES New Visions Applied Engineering Program and the College's role in this cooperative venture. It is the intent of the College to provide quality educational space for the use by BOCES at no local cost to the residents of the College.

WHEREFORE, for mutual considerations, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

### **ARTICLE I: ANCILLARY SERVICES**

- 1.1 In conjunction with the provision of leased classroom and office space by the College to BOCES, which is provided for in a separate Lease Agreement, the College shall provide BOCES with the following facilities and services (collectively referred to as "Ancillary Services"):

- A. Facilities: The College will make its libraries, bathrooms and any other common use areas available to BOCES' students at times that are mutually agreed to by the parties.
- B. Administrative Responsibilities and Decision-Making: BOCES staff shall consult with College administrative staff, as appropriate, regarding daily supervision with respect to BOCES' New Visions Applied Engineering Program students at the College. However, BOCES shall have the primary responsibility for the overall administration of the educational program and decision-making with respect to BOCES' New Visions Applied Engineering Program students at the College, consistent with College policies and procedures.
- C. Staff and Student Supervision: BOCES shall have the primary responsibility for supervising and evaluating its staff at the College. However, upon mutual agreement of the parties, the respective administrators of the College may make informal observations of BOCES' staff at the College and communicate those observations to a party designated by BOCES. BOCES and the College agree all program students and BOCES staff attending the program at the College shall be subject to and adhere to the College's Code of Conduct, DASA Policy and all such related policies.
- D. Intervention: BOCES shall have the primary responsibility for supervising BOCES' New Visions Applied Engineering Program students at the College.
- E. Health Services: BOCES shall be responsible for keeping health records and ensuring immunization compliance with respect to BOCES' New Visions Applied Engineering Program students at the College.
- F. Overhead and Maintenance: The College shall provide all overhead and maintenance services necessary to operate the facilities described in the Lease Agreement, including lighting, heating, plumbing, maintenance, cleaning services and any other custodial or cleaning services that would normally be performed for the College's own areas.

## **ARTICLE II: TERM**

- 2.1 The term of this Agreement shall commence on September 1, 2025 and shall continue until June 30, 2026. In the event that BOCES needs to amend or cancel the lease due to enrollment, BOCES will notify the College within sixty (60) days of intended amendment or cancelation. The term of this Agreement shall coincide with the term of the Lease Agreement.

## **ARTICLE III: CONSIDERATION**

- 3.1 The consideration to be paid by BOCES to the College for the Ancillary Services shall be \$5,000 annually and paid in conjunction with the lease payment.

#### **ARTICLE IV: NOTICE OF SERVICES**

- 4.1 On or before September 15th, BOCES shall provide the College with a written statement of the specific Ancillary Services required by BOCES under this Agreement. The parties shall then meet and make a good faith effort to agree upon the specific Ancillary Services and the schedule therefore which the College will provide.

#### **ARTICLE V: DEFAULT**

- 5.1 In the event that either of the parties hereto shall fail to perform any duty required to be performed or breach any warranty or representation, including BOCES' covenant to pay consideration under this Agreement, made herein, and such failure to perform or breach shall continue substantially remedied and substantially uncorrected for a period of thirty (30) days after the service or written notice upon such party by the other party hereto specifying such failure or breach, this Agreement may be terminated on grounds of default at the option of the party serving such notice at the expiration of such thirty (30) day period; provided, however, that such termination shall not relieve the party so failing or breaching, from liability to the other party for such damages as may be suffered by reason of such failure.

#### **ARTICLE VI: NOTICE**

- 6.1 All notices required or permitted to be given hereunder shall be in writing and delivered personally to the addressee or, at the sender's election, sent by certified mail, postage prepaid, return receipt requested, addressed to the other party as such party's address shown at the beginning of the Agreement or to such other address as the other party shall have designated in the manner herein provided for the giving of such notice. Such notice shall be deemed to have been given on the date personally delivered or on the third business day after the same was deposited with the United States Postal Service.

#### **ARTICLE VII: ENTIRE AGREEMENT**

- 7.1 This Agreement constitutes the entire agreement of the parties and may not be changed or modified except by an agreement in writing signed by the parties hereto.

#### **ARTICLE VIII: CONSTRUCTION OF AGREEMENT**

- 8.1 This Agreement shall be governed by the laws of the State of New York and any dispute arising hereunder shall be litigated in any Court of competent jurisdiction in the County of Clinton, State of New York; the parties agree that they shall not bring an action in any other court

situated outside Clinton County for interpretation, enforcement or money damages arising out of or under this Agreement.

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed by their proper corporate officers in accordance with resolutions of their respective Boards as follows:

**CLINTON COMMUNITY COLLEGE**

**By:** \_\_\_\_\_  
**Mr. Ken Knelly, Acting President**

**BOARD OF COOPERATIVE EDUCATIONAL SERVICES OF CLINTON,  
ESSEX, WARREN AND WASHINGTON COUNTIES**

**By:** \_\_\_\_\_  
**Dr. Mark C. Davey, District Superintendent**

## CHAMPLAIN VALLEY EDUCATIONAL SERVICES INDEPENDENT CONTRACTOR/ CONSULTANT AGREEMENT

**AGREEMENT** made by and between the Clinton-Essex-Warren-Washington Counties Board of Cooperative Educational Services, with its principal place of business at 1443 Military Turnpike, Plattsburgh, New York 12901 (hereinafter "BOCES") and Southern Regional Education Board (hereinafter "SREB"), with an office and place of business at 592 Tenth St. NW, Atlanta, Georgia 30318-5790; hereinafter to be collectively referred to as "THE PARTIES."

BOCES desires to have certain services, training sessions, and activities described as follows: Teaching to Lead; Students with Disabilities Professional Learning; Powerful CTE Instructional Practices Coaching; Leadership Coaching; and Virtual Coaching (hereinafter collectively known as "SERVICES") as per Attachment I. SERVICES will take place at BOCES aka Champlain Valley Educational Services during the 2025-2026 school year. Additional SERVICES may be added upon written mutual agreement between THE PARTIES regarding service type and cost. Service dates will be scheduled and/or rescheduled as arranged by THE PARTIES.

SREB is qualified and if required, licensed and/or certified to provide or render the SERVICES described above.

In consideration of the promises set forth herein, and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged by both parties, the parties hereto agree, by and between themselves as follows:

1. **RETAINER:** SREB is hereby retained by BOCES as an independent contractor. The term of this AGREEMENT shall begin on or about the above date and continue through and include the above listed date.
2. SREB shall perform the SERVICES described above, all such SERVICES being the responsibility of the SREB and those in the SREB's employ.
3. SREB is free to devote his/her attention to the SERVICES as he/she sees fit and is not required to perform the SERVICES during particular hours, on particular days or at a particular location, unless otherwise noted.
4. SREB represents and warrants that neither SREB nor any of SREB's employees, agents, or assigns performing SERVICES for BOCES pursuant to this AGREEMENT has been convicted of a felony.
5. SREB agrees to provide copies of all certifications and licenses required by law to undertake the SERVICES to be performed for BOCES pursuant to this AGREEMENT.
6. SREB shall provide the equipment, supplies, personnel, and other resources required to complete the SERVICES, and shall not be entitled to reimbursement for expenses, unless otherwise provided.
7. **INSURANCE:** SREB agrees to provide BOCES with a Certificate of Insurance, which meets the requirements set forth in Attachment II, prior to commencement of SERVICES. SREB acknowledges that failure to obtain such insurance on behalf of BOCES constitutes a material breach of contract and subjects it to liability for damages, indemnification, and all other legal remedies available to BOCES.

8. FEES AND CHARGES: It is understood by and between THE PARTIES that the above-described SERVICES will be completed before payment is made. SREB's fees are included on Attachment I. The total fee for all SERVICES described in Attachment I shall be \$60,000. Additional sessions may also be invoiced, provided THE PARTIES mutually agree upon such SERVICES. BOCES will render payment within 30 days after receipt of SREB's invoice at the conclusion of services and in consideration of receipt of services and a final product which is satisfactory to BOCES.
9. INDEPENDENT CONTRACTOR: SREB is an independent contractor, not an employee of BOCES and is not entitled to: participation in any benefit plan provided to the employees of BOCES; Worker's Compensation; unemployment insurance benefits; nor any other benefit, right, or privilege available to the employees of BOCES.
10. PUBLIC RETIREES: SREB agrees to fully comply with employment, income limitations, and reporting requirements of public retirement systems and the New York State Retirement and Social Security Law.
11. RESPONSIBILITY FOR TAXES: BOCES will provide SREB with Internal Revenue Service Form 1099. SREB is responsible for the payment of taxes and all other sums required by law to be withheld from payments made under this AGREEMENT.
12. PAYMENT: Payment pursuant to this AGREEMENT is dependent upon the satisfactory completion of the SERVICES, faithful compliance with the AGREEMENT and acceptance of the work by BOCES. Submission of an invoice describing the SERVICES performed is a condition precedent to payment by BOCES.
13. GOVERNING LAW: This AGREEMENT shall be governed by the laws of the State of New York and any dispute arising hereunder shall be litigated in a Court of competent jurisdiction situate in Clinton County, New York; the parties agree they shall not bring an action in any other court for interpretation, enforcement, or monetary damages arising out of or under this agreement.
14. EXECUTORY CLAUSE: BOCES shall have no liability under this AGREEMENT to SREB or to anyone else beyond funds appropriated and available for this AGREEMENT.
15. TERMINATION: This AGREEMENT will terminate upon submission by SREB of a final product satisfactory to BOCES. BOCES reserves the right to terminate this AGREEMENT upon failure of SREB to meet the terms and conditions set forth herein or upon a finding of violation of applicable laws, rules or regulations by SREB.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT on this  
7 day of July 2025.

Date: \_\_\_\_\_

Date: 07-07-2025

Clinton-Essex-Warren-Washington  
Board of Cooperative Educational Services

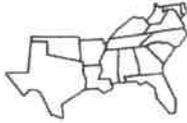
SREB

By: \_\_\_\_\_  
(Dr. Mark C. Davey)

By: Dale Winkler  
(Consultant/ Independent Contractor)

## Attachment 1

SREB



Southern Regional Education Board  
592 Tenth Street, NW  
Atlanta, Georgia 30318-5776  
Phone: 404-875-9211  
SREB.org

### CONTRACT BETWEEN

### THE SOUTHERN REGIONAL EDUCATION BOARD/SCHOOLS THAT WORK AND Champlain Valley Education Services Contract Effective Dates from July 1, 2025 to June 30, 2026

Champlain Valley Technical Center (CV-TEC), Champlain Valley Education Services (CVES), Plattsburgh, New York, proposes to use the Southern Regional Education Board (SREB)/ Making Schools Work framework for school reform. SREB has committed to work with CV-TEC in its efforts towards continuous improvement of quality instruction.

### SREB EXPECTATIONS FOR PARTICIPATION

Each school/district that enters into partnership with SREB for support in implementing the Schools That Work school improvement design agrees to implement key aspects of the design that gives teachers and leaders ownership of the improvement effort. These form the foundation of the work and are vital for sustainability of the effort after the contract ends.

Each school/district that enters into partnership with SREB for support in implementing the Schools That Work school improvement design agrees to meet minimum expectations for participation in the state and national Schools That Work network.

### SERVICES TO BE PROVIDED BY SREB

- Teaching to Lead – 9 days
- Students with Disabilities Professional Learning – 3 days
- Powerful CTE Instructional Practices Coaching – 7 days
- Leadership Coaching – 2 days
- Virtual Coaching to support above topics – 8 days

- 1) **New Teachers – Teach to Lead:** SREB recognizes that professionals with advanced certifications, associate's or bachelor's degrees, and a solid work record of success in a career can make high school meaningful and relevant to students by becoming career-technical education (CTE) teachers. Preparing the next generation of professionals in health care, construction, information technology, hospitality, manufacturing, banking and finance, transportation and other critical career fields requires not only academic but real-world knowledge necessary for success in a career and further study. SREB and the National Research Center for Career and Technical Education (NRCCTE) developed a research-based induction model of professional development to assist new CTE teachers to make a successful transition for preparing students for further learning and careers. **Teaching to Lead** professional development is an induction model for beginning CTE

## Attachment 1

teachers pursuing an alternate route to certification. These individuals will obtain the advanced training and knowledge needed to become successful teachers.

Four professional development modules guide the training for the induction model. Each module is designed around units of study that include specific lessons on topics related to that unit.

- Instructional Planning focuses on creating short-term and long-term standards-based instructional plans on the various learning supports needed by students to achieve the standards.
- Engagement Strategies allows teachers to learn to use instructional strategies that actively engage students in developing problem-solving, critical thinking and teamwork skills.
- Assessment and Feedback is designed to help beginning teachers use two types of assessments: summative and formative.
- Classroom Culture assists teachers in creating a learning environment that encourages student motivation, positive behavior and collaborative social interaction.

### 2) Intermediate and Veteran Teachers – Students with Disabilities and Powerful Instructional Practices (including virtual coaching options):

- a. The Teaching to Lead Curriculum has a component on teaching diverse populations. SREB recommends that more experienced teachers revisit this training and expand upon the lesson design.
- b. SREB's Powerful Instructional Practices engage teachers in designing lessons, assignments and assessments that empower students to take ownership of their learning and reach new heights of achievement in every content area. What's more, our PIPs work with *any* existing curriculum product to improve instruction. SREB has found that teachers who embrace these practices create high-quality learning experiences and high- performance classrooms that motivate students to make the effort needed to achieve rigorous technical, academic and workplace standards.
- c. SREB has found through experience that in order for learning to take hold it must be supported by effective coaching. The goal of training is to change behaviors that will in turn change results. In the absence of coaching, there tends to be a short-term change in behaviors immediately following training, followed by return to previous behaviors. With coaching, changes in behavior are sustained over time resulting in upward trajectories for both behaviors and results (Thomas Crane, *The Heart of Coaching*, 4th edition, 2012).

### 3) Leadership Coaching (including virtual coaching options): Working with administrators and district support staff to guide them through the process of leading the continuous improvement process and offering feedback to teachers based on the professional development plan outlined in this program of support.

## Attachment 1

### Budget

Description of Services	Cost	Quantity	Total	Notes
Teaching to Lead	\$2,400.00	9	\$21,600.00	Three 3-day visits
Students with Disabilities Training	\$2,400.00	3	\$7,200.00	Work with individual teachers
Powerful CTE Instructional Practices training and coaching	\$2,400.00	7	\$16,800.00	On-site coaching to provide teachers with strategies that improve CTE instruction.
Leadership Coaching	\$2,400.00	2	\$4,800.00	2 two-day visits, that focus on leading leaders through the SREB support tools.
Virtual Coaching for teachers and leaders	\$1,200.00	8	\$9,600.00	Virtual coaching provided on as needed basis to support any of the above areas.
<b>Total</b>			<b>\$60,000.00</b>	

Attachment 1

**TOTAL AMOUNT - \$60,000.00**

*The Board of Control for Southern Regional Education, d/b/a Southern Regional Education Board (SREB), as a not-for-profit educational compact, must comply with OMB Circular A-133. Please indicate with your remittance whether any of the funds are from Federal sources, including CFDA number. In the absence of any notification with remittance, SREB will assume that the funds are not subject to OMB Circular A-133, and that there is not "recipient" nor "sub recipient" relationship created hereunder.*

*Dale Winkler*

Dale Winkler  
SREB Vice President

06-02-2025

Date

\_\_\_\_\_  
Superintendent or Designee  
Champlain Valley Education Service

\_\_\_\_\_  
Date

Return Signed Documents to:  
Southern Regional Education Board  
Attn: Jenn Carter  
592 10th St. NW  
Atlanta, GA 30318  
404-875-9211  
jenn.carter@sreb.org  
SREB.org



**Champlain Valley Educational Services**  
 Clinton - Essex - Warren - Washington BOCES  
 P.O. Box 455, Plattsburgh, NY 12901

**CENTRAL ADMINISTRATION**

District Superintendent Dr. Mark C. Davey  
 www.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.

**INSURANCE AGREEMENT – PROFESSIONAL CONSULTANTS**

1. Notwithstanding any terms, conditions or provisions, in any other writing between the parties, the professional safety consultant (Consultant) hereby agrees to effectuate the naming of Clinton-Essex-Warren-Washington BOCES (hereinafter CEWW BOCES) as an additional insured on the Consultant's insurance policies, with the exception of workers' compensation, NY State disability and professional liability. If the policy is written on a claims-made basis, the retroactive date must precede the date of the contract
2. The policy naming CEWW BOCES as an additional insured shall:
  - a. Be an insurance policy from an A.M. Best rated "secure" insurer, licensed in New York State. CEWW BOCES, at its sole discretion, may accept an insurer otherwise authorized to provide insurance in New York State.
  - b. State that the Consultant's coverage shall be primary and noncontributory coverage for CEWW BOCES, its Board, employees and volunteers.
3.
  - a. CEWW BOCES shall be listed as an additional insured by using endorsement CG 2026 or equivalent. The decision to accept an alternative endorsement rests solely with CEWW BOCES. The certificate must state that this endorsement is being used. If another endorsement is used, a copy shall be included with the certificate of insurance. The decision to accept an alternative endorsement rests solely with CEWW BOCES.
  - b. If so requested, the Consultant will provide copies of the required policies.
4. The Consultant agrees to indemnify CEWW BOCES for any applicable deductibles or self-insured retentions.
5. Required Insurance:
  - a. **Commercial General Liability Insurance**  
 \$1,000,000 per occurrence/ \$2,000,000 aggregate.
  - b. **Workers' Compensation and N.Y.S. Disability**  
 Statutory Workers' Compensation, Employers' Liability and N.Y.S. Disability Benefits Insurance for all employees.
  - c. **Professional Errors and Omissions Insurance**  
 \$2,000,000 per occurrence/ \$2,000,000 aggregate for the consulting services being performed, directly or through sub-consultants, by the Consultant performed under the contract for CEWW BOCES. If written on a "claims-made" basis, the retroactive date must pre-date the inception of the contract or agreement. Coverage shall remain in effect for two years following the completion of work.

Attachment II

- 6. Consultant acknowledges that failure to obtain such insurance on behalf of CEWW BOCES constitutes a material breach of contract. The Consultant is to provide CEWW BOCES with a certificate of insurance, evidencing the above requirements have been met, prior to the commencement of work or use of facilities. The failure of CEWW BOCES to object to the contents of the certificate or the absence of same shall not be deemed a waiver of any and all rights held by CEWW BOCES.**
  
- 7. CEWW BOCES is a member/owner of the NY Schools Insurance Reciprocal (NYSIR). The Consultant further acknowledges that the procurement of such insurance as required herein is intended to benefit not only CEWW BOCES but also NYSIR, as CEWW BOCES's insurer.**



# VOTER DECLARATION OF ELIGIBILITY FORM

## Clinton-Essex-Warren-Washington BOCES Sale of Land Referendum

### August 26, 2025

Voter Qualifications: Education Law Section 1951 requires that in order to vote at this BOCES Referendum, a person must be (1) A citizen of the United States; (2) Eighteen years of age or more; (3) A resident in the Clinton-Essex-Warren-Washington BOCES for at least the last thirty days.

**NOTE: (1) It is a misdemeanor to willfully make false declaration of your right to vote at this referendum. Education Law Section 1951(2)(e)., and (2) Casting more than one ballot in this vote would be illegal and would subject any person doing so to appropriate legal action.**

### VOTER DECLARATION OF ELIGIBILITY

I do declare and affirm that I am, and have been, for the thirty days last past, an actual resident of the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (CEWW BOCES) that I am a citizen of the United States and at least 18 years of age, and that I am qualified to vote at this meeting.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Voter Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
(No. and Street)

\_\_\_\_\_  
(Town/City, State, ZIP Code)

Witnessed: \_\_\_\_\_  
Inspector of Elections

Action Taken: Allowed to vote per statute.

## PROCESS FOR VOTER CHALLENGES

### VOTER QUALIFICATIONS

The qualifications for eligible voters are that, on August 26, 2025 they must be:

1. A citizen of the United States
2. At least 18 years of age
3. A resident within the Clinton-Essex-Warren-Washington BOCES for at least the last 30 days – that is, since at least July 28, 2025.

### PROOF OF RESIDENCE

At this vote we are asking persons to provide proof of their residence, such as a driver's license, or a non-driver identification card, a utility bill, or any other proof that the person resides in the BOCES. If they do not have proof of residence, but say that they are qualified to vote, you should use the challenge procedure.

### RIGHT TO CHALLENGE

Any voter has the right to challenge the qualifications of any other person to vote. "Challenge" means to question the eligibility of the person. The election officials also have the right to challenge a voter.

### CHALLENGE PROCEDURE

When a person does not have proof of residence or is challenged by any other person, you should:

- Ask the challenged person to read the Voter Declaration of Eligibility and if it is true, to sign it
- If the challenged person signs the Voter Declaration of Eligibility you must allow them to register (sign the poll list with name and legal residence), give them a ballot and allow them to vote the same as any other voter

**NOTE: (1) It is a misdemeanor to willfully make false declaration of your right to vote at this referendum. Education Law Section 1951(2)(e)., and (2) Casting more than one ballot in this vote would be illegal and would subject any person doing so to appropriate legal action.**

**MAXIMUM TEMPERATURE FOR SCHOOL BUILDINGS AND INDOOR FACILITIES**

The District is responsible for addressing the health, safety, and comfort of students and staff on extreme heat conditions days.

For purposes of this policy, the following definitions apply:

- a) Extreme heat condition days means days when occupiable educational and support services spaces are 82 degrees Fahrenheit or higher.
- b) Room temperature means the temperature measured at a shaded location, three feet above the floor near the center of the room.
- c) Support services spaces do not include kitchen areas used in the preparation of food for consumption by students.

**Implementation Plan When the Temperature Reaches Eighty-Two Degrees Fahrenheit**

The District is required to take action to relieve heat-related discomfort when the occupiable educational and support services spaces temperatures reach 82 degrees Fahrenheit. These actions may include, but are not limited to:

- a) Turning off the overhead lights;
- b) Pulling down shades or blinds;
- c) Turning on fans;
- d) Opening classroom doors and windows to increase circulation, if permitted;
- e) Turning off unused electronics that produce heat; and
- f) Providing water breaks.

Air conditioners, where available, may also be used to keep room temperatures from reaching 82 degrees Fahrenheit. The District may take the actions above earlier in the day or before school starts in an effort to keep the room temperature below 82 degrees Fahrenheit. This does not prohibit using air conditioning in response to a student's Individualized Education Plan, Section 504 Plan, or in response to a documented student medical need.

(Continued)

Implementation Plan When the Temperature Reaches Eighty-Eight Degrees Fahrenheit

The District will remove students and staff from educational and support services spaces when the room temperature reaches 88 degrees Fahrenheit where practicable. The Superintendent or designee may direct building principals to evacuate the space by:

- a) Moving students and staff to cooler spaces within the school building(s); or
- b) Closing school early and sending students and staff home according to the District's emergency school closing policy and/or procedure which include communicating with parents and persons in parental relation.

The Board will consider the anticipated number of extreme heat condition days when adopting or adjusting the District's school calendar.

**School Safety Plans**

Extreme heat conditions will be addressed in the District's School Safety Plan as a possible reason for an emergency closure. Such heat-related closures will be treated the same as other emergency-related closures, such as snow days, electrical or heat outages, etc.

The District Superintendent shall create administrative procedures for determining who decides which actions to take at each building or campus, in which order, and other related matters as necessary.

Education Law Section 409-n

Adoption Date

## ANTI-DISCRIMINATION POLICY

BOCES does not discriminate in employment or in the education programs and activities or in access of students to vocational instruction opportunities which it operates on the basis of race, color, national origin, religion, marital status, military status, sex, age, weight, sexual orientation, gender identity, ethnic group, religious practice, disability, predisposing genetic characteristic, or domestic violence victim status in violation of Title VI and VII of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Title IV; 504 of the Rehabilitation Act of 1973; Age Discrimination Act of 1975; Title II of the ADA [known as the Americans with Disabilities Act] 1990; New York State Human Rights Law; The Boy Scouts of America Equal Access Act of 2001; The Genetic Information Non-Discrimination Act of 2008 (GINA).

### Grievance Procedure

**For all claims of sexual harassment, use the complaint procedure under Title IX Sexual Harassment Policy #9013, regarding Title IX complaints, unless Title IX is found not to apply. In such cases, use the following procedure.**

#### Section 1

If any person believes that BOCES or any of BOCES' staff has failed to apply or has inadequately applied the principles or regulations of any of the aforementioned Civil Rights laws that person may bring forward a complaint, which shall be referred to as a grievance, to BOCES' Civil Rights compliance officers.

#### Section 2

##### Step (a):

The complainant may discuss the grievance informally with the compliance officer, or may file a written complaint with the compliance officer. The compliance officer or designee will then investigate the substance of the complaint in a prompt and equitable, thorough and impartial manner. The compliance officer will reply to each complainant in writing within seven days of the initiation of the complaint, though the full investigation may take longer. Each complainant and respondent will be provided with a written copy of the findings within 60 days of the filing of the complaint, unless exceptional circumstances require additional time.

##### Step (b):

If any complainant or respondent (party) wishes to appeal the decision of the compliance officer, the party may submit a signed statement of appeal to the District Superintendent within

seven days after receipt of the compliance officer's findings. The District Superintendent shall meet with the party and any representative and make such other inquiries which the District Superintendent deems appropriate. Thereafter, the District Superintendent shall set forth a conclusion and respond in writing to all parties within 14 days, unless exceptional circumstances require additional time.

**Step (c):**

If a party is not satisfied with the conclusion of the District Superintendent, the party may appeal through a signed, written statement to the BOCES' Board within seven days of receipt of the District Superintendent's response in Step (b). In an attempt to resolve the grievance, the BOCES' Board shall meet with the party and any representative within 30 days of receipt of such an appeal. The BOCES' Board's written disposition of the appeal shall be sent to all parties within ten days of this decision, unless exceptional circumstances require additional time.

**Step (d):**

If the grievance has not been satisfactorily settled at Step (c), further appeal may be made to:  
Office for Civil Rights,  
U. S. Department of Education  
32 Old Slip, 26th Floor  
New York, NY 10005-2500  
Telephone: (646) 428-3800  
Facsimile: (646) 428-3843  
Email: OCR.NewYork@ed.gov

**Section 3**

The compliance officer, on request, will provide a copy of the BOCES' grievance procedure to any employee or student of BOCES. It is also on the BOCES website.

A copy of each of the acts and regulations upon which this notice is based will be made available upon written request directed to the BOCES' compliance officer.

When used in this policy *days* shall mean BOCES business days. The words *person* and *complainant* shall include an employee as well as a student of BOCES.

Inquiries concerning the anti-discriminatory policy may be made to:  
Director, Office for Civil Rights,  
U. S. Department of Education  
32 Old Slip, 26th Floor  
New York, NY 10005-2500

## **Publication**

BOCES shall promulgate this policy, which includes sexual harassment, as follows:

- A copy of this policy and the sexual harassment policy shall be provided at the beginning of employment to each employee in their employment packet, and provided annually to each employee.
- These policies shall be published as part of the BOCES' student handbook.
- Any changes to the policies shall be published in the official newspaper of BOCES.
- These policies shall be provided annually to the president of each bargaining unit.
- These policies shall be posted prominently and easily found on the BOCES' website.

Annual publications shall contain the name, business address and telephone number of the BOCES' compliance officer.

## **Employment Application**

Each employment application of BOCES shall contain the following language:

BOCES does not discriminate in employment or in the education programs and activities which it operates on the basis of race, color, national origin, religion, marital status, military status, sex, age, weight, sexual orientation, gender identity, ethnic group, religious practice, disability, predisposing genetic characteristic, or domestic violence victim status in violation of Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, 42 U.S.C. 12111 etseq., known as the Americans With Disabilities Act, § 504 of the Rehabilitation Act of 1973, Age Discrimination Act of 1975, Title II of the ADA 1990, New York State Human Rights Law, The Boy Scouts of America Equal Access Act of 2001, The Genetic Information Non-Discrimination Act of 2008 (GINA), or in access of students to vocational instruction opportunities.

The following person(s) have been designated to handle inquiries regarding non-discrimination inquiries:

Matthew Walentuk – Civil Rights Compliance Officer – [walentuk\\_matt@cves.org](mailto:walentuk_matt@cves.org)  
Susanne Ford-Croghan – Civil Rights Compliance Officer – [croghan\\_Susanne@cves.org](mailto:croghan_Susanne@cves.org)  
1585 Military Turnpike  
P.O. Box 455, Plattsburgh, NY 12901  
Phone: 518-561-0100

Matthew Slattery  
Section 504 Compliance Officer – [slattery\\_matt@cves.org](mailto:slattery_matt@cves.org)  
1585 Military Turnpike  
P.O. Box 455, Plattsburgh, NY 12901  
Phone: 518-561-0100

## TITLE IX SEXUAL HARASSMENT POLICY

It is the policy of the BOCES that no person in the BOCES shall be excluded on the basis of sex from participation in, denied benefits of, or be subjected to discrimination under any education program or activity. This includes the following types of sexual harassment pursuant to Title IX:

**Quid Pro Quo Harassment:** No employee may condition the provision of aid, benefit, or service of the BOCES on an individual's participation in unwelcome sexual conduct.

**Hostile Environment Harassment:** No person may engage in unwelcome sexual conduct which a reasonable person would find to be so severe, pervasive, and objectively offensive so as to deny a person's equal access to the BOCES' education program or activity. Sexual assault, dating violence, domestic violence and stalking are considered hostile environment harassment or

Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30).

For purposes of this policy, the BOCES' education program or activity is defined as any location, event, or circumstance over which the BOCES exhibits substantial control over both the alleged harasser and the context in which the harassment occurred.

The BOCES will provide notice of this policy and the related grievance procedure on an annual basis and the policy and related procedure will be posted on the BOCES' website.

### **Reporting Sexual Harassment:**

Any person believing they have been the victim of sexual harassment may report the harassment to the BOCES' Title IX Coordinator. BOCES' employees who have knowledge of sexual harassment under this policy are required to report the harassment to the BOCES' Title IX Coordinator promptly even if the person reporting is not the victim. The report may be made in person, by email, telephone or in writing.

The following describes some of the types of acts that may be unlawful sexual harassment and that are strictly prohibited:

- Physical acts of a sexual nature, such as:
  - Touching, pinching, patting, kissing, hugging, grabbing, brushing against another employee's body or poking another employee's body;
  - Rape, sexual battery, molestation or attempts to commit these assaults.
- Unwanted sexual advances or propositions, such as:
  - Requests for sexual favors accompanied by implied or overt threats concerning the target's job performance evaluation, a promotion or other job benefits or detriments;
  - Subtle or obvious pressure for unwelcome sexual activities.
- Sexually oriented gestures, noises, remarks or jokes, or comments about a person's sexuality or sexual experience, which create a hostile work environment.
- Sex stereotyping occurs when conduct or personality traits are considered inappropriate simply because they may not conform to other people's ideas or perceptions about how individuals of a particular sex should act or look.

- Sexual or discriminatory displays or publications anywhere in the workplace, such as:
  - Displaying pictures, posters, calendars, graffiti, objects, promotional material, reading materials or other materials that are sexually demeaning or pornographic. This includes such sexual displays on workplace computers or cell phones and sharing such displays while in the workplace.
- Hostile actions taken against an individual because of that individual's sex, sexual orientation, gender identity and the status of being transgender, such as:
  - Interfering with, destroying or damaging a person's workstation, tools or equipment, or otherwise interfering with the individual's ability to perform the job;
  - Sabotaging an individual's work;
  - Bullying, yelling, name-calling.

Once the Title IX Coordinator has notice of the sexual harassment, the Coordinator must respond promptly to the report of harassment. The Title IX Coordinator will promptly reach out to the victim of the alleged harassment to discuss the formal complaint procedure, availability of supportive measures and to determine the victim's wishes regarding supportive measures. The Title IX Coordinator will treat both parties equitably and will offer supportive measures to both parties. Supportive measures include, but are not limited to, non-disciplinary, non-punitive, individualized services such as counseling, course modification, schedule changes or increased monitoring or supervision. Supportive measures will be designed to restore or preserve equal access to education programs or activities without unreasonably burdening the other party.

The Title IX Coordinator will also conduct an individualized safety and risk analysis to determine whether removal of the respondent is necessary to protect a student or another individual from an immediate threat to physical health and safety. If there is an immediate threat to physical health or safety, the respondent can be removed on an emergency basis. If the respondent is removed, the respondent must be given notice and opportunity to challenge the decision immediately after the removal. Removal for an employee is administrative leave.

For purposes of this policy, the respondent is the individual who has been reported to be the perpetrator of the conduct that could be considered sexual harassment.

**Formal Complaint:**

A formal complaint may only be filed by the victim of the alleged harassment during the time that the victim is participating in or attempting to participate in the BOCES' educational program. Once the victim is no longer participating in the BOCES' educational program or attempting to participate, a complaint may no longer be filed. Parties other than the victim, with the exception of the BOCES' Title IX Coordinator, may not file a formal complaint on behalf of the victim. The Title IX Coordinator may file a formal sexual harassment complaint on behalf of the victim. A formal complaint must be written and signed on the BOCES' Title IX Complaint form.

Once the formal complaint has been filed, the BOCES will ensure that the parties are treated equitably during the grievance procedure, evidence will be evaluated objectively, and the Title IX Coordinator or Investigator does not have a conflict of interest against a party. Further, the Title IX Coordinator and the Investigator will presume that the respondent is not responsible for the alleged conduct and that the grievance procedure moves forward in a reasonably prompt manner. Both parties will be advised of the procedures and advised about the possible disciplinary outcomes and remedies which may be implemented following a determination of responsibility.

The BOCES reserves the right to designate alternative persons, including, but not limited to, third parties to perform any functions of the complaint resolution process, as well as to issue reasonable extensions of any timelines upon good cause, with notice in writing to the parties.

Upon filing of a formal complaint, the Title IX Coordinator will provide both parties with a Notice of Formal Complaint. The Notice of Formal Complaint will include the following:

- a. Supportive measures available
- b. Appeals procedures
- c. Notice of allegations in sufficient detail to allow the respondent to prepare a response
- d. Informal resolution process, if any
- e. A statement that the respondent is presumed not responsible for the conduct and responsibility will be determined at the conclusion of the grievance process
- f. The parties' right to be represented by an attorney or other representative
- g. The right to review and inspect the evidence
- h. Notice of any provision of the Code of Conduct that prohibits making false statements or providing false information during the grievance process
- i. The right to be notified of any new allegations occurring during the grievance process.

The Notice will be provided to the parties prior to the initial interview and early enough to allow the respondent to prepare a response to the complaint.

In evaluating complaints, the BOCES adopts an evidentiary standard of preponderance of the evidence. The Title IX Coordinator may dismiss a complaint if the complaint does not constitute sexual harassment as defined by this policy, if the Title IX Coordinator receives a request for the complaint to be withdrawn, the respondent's employment or enrollment ends, or circumstances exist which prevent the BOCES from gathering evidence.

Once a formal complaint is received, an investigation is triggered. The Title IX Coordinator may, but is not required to, act as Investigator as long as no conflict of interest against either party exists. Other Investigators may be appointed as needed. In conducting the investigation, the BOCES must:

- a. Bear the responsibility for gathering the evidence and meeting the burden of proof;
- b. Provide both parties an equal opportunity to present witnesses and evidence;
- c. Refrain from restricting either party's ability to discuss the allegations or gather and present evidence;
- d. Provide both parties the same opportunity to have a representative present during the interview and subsequent hearing, if any;
- e. Provide both parties written notice of date, time, participants, purpose and location of any investigative interview, hearing or other meetings with sufficient time for the party to prepare;

- f. Provide both parties and representatives, if any, equal opportunity to review all the evidence that is directly related to the allegations in the formal complaint, including evidence the BOCES does not rely on and any exculpatory or inculpatory evidence from any source. This evidence is to be provided at least 10 days prior to completion of the Investigatory report and the parties may submit a written response which will be considered prior to completion of the investigation report.

Once the investigation is complete, the Investigator must prepare a written investigative report and provide the report to the parties and representatives, if any, for their review and written response. The complaint, evidence, investigation report and any written responses must then go to a Decision Maker for a determination regarding responsibility of the respondent for the conduct alleged.

At least 10 days prior to any hearing or other determination of responsibility by the Decision Maker, each party has the opportunity to submit to the Decision Maker relevant questions to be asked of another party or witness. The Decision Maker will provide the answers and the parties will be given a follow-up opportunity for questions.

The Decision Maker must be a person who is neither the Title IX Coordinator nor the Investigator. Once the Decision Maker reviews all the documentation, the Decision Maker must issue a written response within 10 days of the last submission of documentation. The written decision must address the allegations, procedural steps taken, finding of facts, and application of the Code of Conduct to the facts and a statement of and rationale for each allegation including determination of responsibility, disciplinary sanctions and whether remedies to restore or preserve equal access to the educational program will be provided.

### **Appeal of Decision**

If either party is unhappy with the final determination of the complaint for the following reasons, the party may appeal:

- a. A procedural irregularity existed that affected the outcome of the investigation and final determination;
- b. New evidence has been discovered which was not reasonably available at the time of the determination and which could affect the outcome;
- c. There was a conflict of interest on the part of the Title IX Coordinator, Investigator or Decision Maker.

The appeal must be filed with the Title IX Coordinator within 10 days of the final written determination. Upon receipt of the written request for appeal, the Title IX Coordinator will notify both parties of the appeal and given them each an equal opportunity to submit in writing a statement in support of or challenging the final determination. Within 10 days of submission of statements, the appeal will be reviewed by a member of the BOCES' administration who is not the Title IX Coordinator, Investigator or Decision Maker and who does not have a conflict of interest. Within 10 days after receipt of the submissions, a written decision will be issued to both parties on the appeal.

If a party is not satisfied with the outcome of the appeal, either party may seek further legal remedies. Specifically, the New York State Human Rights Law protects employees, students, and non-employees from sexual harassment. Complaints may be filed with the Division of Human Rights or in New York State Supreme Court. Further, the United States Equal Employment Opportunity Commission enforces federal discrimination laws, including Title VII of the Federal Civil Rights Act. Contact information is provided below.

DRAFT

New York State Division of Human Rights

1 Fordham Plaza, Fourth Floor

Bronx, NY 10458

(888) 392-3644

United States Equal Employment Opportunity Commission (EEOC)

1-800-669-4000

[www.eeoc.gov](http://www.eeoc.gov)

U.S. Department of Education

Office of Civil Rights

400 Maryland Avenue, SW

Washington, D.C. 20202

(800) 872-5327

[www.ed.gov](http://www.ed.gov)

All records regarding the formal complaint, investigation, remedies, sanctions and appeals must be maintained by the BOCES for at least 7 years.

Any BOCES' employee is prohibited from engaging in retaliation against any person involved in the complaint, the grievance process, appeal or investigation.

[TO BE GIVEN ONCE A FORMAL COMPLAINT IS RECEIVED]

**NOTICE OF FORMAL COMPLAINT OF SEXUAL HARASSMENT UNDER TITLE IX**

The Title IX Coordinator has received a formal complaint of sexual harassment to which you are a party. The complaint will now proceed to the investigation process. During that process, you have the following rights:

- You have the right to be treated equitably during the investigation and decision making process.
- You have the right to representation in all aspects of the Title IX process.
- You have the right to appeal if the complaint is dismissed or if you are unhappy with the outcome of the grievance process.
- You have the right to be free from retaliation as a result of the complaint and participation in the investigation process.
- You have the right to submit written questions to the Decision Maker and have written responses.
- You have the right to an Investigator, Decision Maker and Title IX Coordinator who does not have a conflict of interest.
- You have a right after the investigation is complete, to review the investigation report and all evidence prior to a decision of responsibility by the Decision Maker.
- All available evidence will be evaluated objectively throughout the process.
- The Title IX Coordinator, Investigator and the Decision Maker will not have a conflict of interest against either party.
- The BOCES may attempt informal resolution of the complaint if all parties are open to it.
- A presumption that the respondent is not responsible for the alleged conduct.
- Timeframes for the process that are reasonably prompt.
- Disciplinary outcomes may consist of, but are not limited to, reassignment, suspension, termination, counseling, training and additional supervision.
- The evidence standard used to evaluate the complaint is *preponderance of the evidence*.
- Entitled to supportive measures including, but not limited to, counseling, reassignment, leave, additional supervision, and training. The Title IX Coordinator will contact you directly to discuss available supportive measures.
- Evidentiary questions which seek privileged information are prohibited unless the party waives the privilege.
- At the end of the investigation and at least 10 school days before the investigation report is finalized, you have the right to review all evidence and respond in writing.
- If you are untruthful during the investigation process, the following Code of Conduct provisions may be applicable: **[Insert Code of Conduct provisions]**
- If new allegations arise during the investigation, you have a right to receive notice of them in writing.

The allegations of the complaint are:

- *[List individual allegations constituting sexual harassment]*

If you are the respondent to the complaint (*the person accused of sexual harassment*) you have a right to respond to these allegations in writing within 10 school days and prior to any initial interview.

A copy of the BOCES' Grievance Procedures and Title IX Policy have been attached for your review.

**Susanne Ford-Croghan — Civil Rights Compliance Officer — [email Susanne Ford-Croghan](#)**

**Matthew Walentuk — Civil Rights Compliance Officer — [email Matthew Walentuk](#)**

1443 Military Turnpike

P.O. Box 455, Plattsburgh, NY 12901

Phone: 518-561-0100 Ext. 3101

DRAFT

**NOTICE OF DECISION**

[TO BE PROVIDED WITH DECISION]

You are a party to a Title IX complaint. Attached is the final Decision which contains findings of fact and determination of responsibility for the alleged conduct. Additional supportive measures or disciplinary measures may be included.

Appeal from the decision may be granted for the following reasons:

- A procedural irregularity affected the outcome
- New evidence is now available which was not previously available but could affect the outcome
- The Title IX Coordinator, Investigator or Decision Maker had a conflict of interest
- The complaint was dismissed by the Title IX Coordinator prior to investigation, and you believe the dismissal was contrary to Title IX

You may appeal the complaint by submitting a written statement challenging the decision. The written statement must be provided within 10 school days. If you are in support of the outcome of the complaint, you may submit a written statement supporting the outcome and arguing against appeal. The BOCES will select a qualified individual to decide the appeal.

The person deciding the appeal will not have a conflict of interest against either party. Further, the person hearing the appeal will review the entire record including your statements about the decision. The person hearing the appeal will make a final decision on the complaint within 10 school days of receiving the appeal.

**FORMAL COMPLAINT OF SEXUAL HARASSMENT**

Name of Complainant: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: ( ) - \_\_\_\_\_ Email: \_\_\_\_\_ Grade: \_\_\_\_\_

Name of Victim: \_\_\_\_\_

Name of Respondent: \_\_\_\_\_

Location of incident/incidents: \_\_\_\_\_

Description of the Incident/Incidents: (Attach additional sheets if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Witnesses: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

I understand that by signing this formal written complaint form, I am making a formal complaint of sexual harassment and, as a result, an investigation and determination of responsibility will occur.

\_\_\_\_\_  
Complainant

\_\_\_\_\_  
Date

Received by: \_\_\_\_\_  
Title IX Coordinator

\_\_\_\_\_  
Date

**TITLE IX CHECKLIST**

[TO BE COMPLETED BY THE TITLE IX COORDINATOR]

Supportive measures discussed: \_\_\_\_\_

Complainant's preference for supportive measures:

\_\_\_\_\_

Action taken on supportive measures: \_\_\_\_\_

Copy of Title IX policy given: \_\_\_\_\_

Copy of procedures given: \_\_\_\_\_

Investigator assigned: \_\_\_\_\_

Decision Maker assigned: \_\_\_\_\_

Notice of Formal Complaint given to both parties: \_\_\_\_\_

Supportive measures offered respondent: \_\_\_\_\_

Action taken on supportive measures: \_\_\_\_\_

Physical Health and safety risk assessment conducted? \_\_\_\_ Yes \_\_\_\_ No

If no, why not: \_\_\_\_\_

Actions taken as a result of the risk assessment, if any:

\_\_\_\_\_



Champlain Valley Educational Services  
 CV-TEC Plattsburgh Campus - P.O. Box 455, Plattsburgh, NY 12901  
 CV-TEC Learning Hub - 1449 Military Turnpike, Plattsburgh, NY 12901  
 CV-TEC Mineville Campus - 3092 Plank Road Box B, Mineville, NY, 12956  
 CV-TEC OneWorkSource - 194 US Oval, Plattsburgh, NY 12903

**CV-TEC Division**

**Michele Friedman**  
 Executive Director of Career & Technical Education

friedman\_michele@cves.org

CV-TEC Plattsburgh Campus, 518-561-0100 FAX: 518-561-0494  
 CV-TEC Learning Hub, 518-561-0100 FAX: 518-942-3368  
 CV-TEC Mineville Campus, 518-942-6691 FAX: 518-324-6620  
 CV-TEC OneWorkSource, 518-561-0430 FAX: 518-324-3378

**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.

**TO:** Dr. Mark C. Davey  
**FROM:** Michele M. Friedman  
**DATE:** August 11, 2025  
**RE:** August 2025 Board Report

**CV-TEC Celebrates OneWorkSource Graduates**

**Congratulations to the CV-TEC OWS Class of 2025!**

CV-TEC celebrated the accomplishments of our recent High School Equivalency (GED) graduates from our CV-TEC OWS Program. Seventeen of the thirty-six graduates were on hand in front of friends and family to receive their high school equivalency diplomas. Graduates were celebrated by our CVES District Superintendent, Dr. Mark Davey and CVES Board President, Mr. Michael St. Pierre along with several CVES Board members, administrators and faculty & staff. The commencement address was proudly delivered by Assemblyman Billy Jones. Class of 2025 Graduates, Courtney Davis, NYACCE Student of the year, also provided heartfelt remarks.



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JANUARY 2025

# CTE WORKS!

Career and technical education (CTE) engages students and prepares them with the skills they need for fulfilling careers in vital, in-demand industries and occupations.

CTE is associated with higher levels of student engagement and higher rates of high school completion. In fact, the average high school graduation rate for CTE concentrators – students who take multiple courses in one CTE program area – is 96% compared to the national rate of 85%.<sup>7</sup>

## CTE WORKS FOR HIGH SCHOOL STUDENTS

CTE has statistically significant positive impacts on students' academic achievement, employability skills and college readiness.



High school CTE concentrators are more likely than non-concentrators to be employed full time and have higher median annual earnings 8 years after graduation.<sup>8</sup>



Postsecondary CTE programs lead to careers in high-demand occupations. About 77% of employers from in-demand industries report hiring an employee because of knowledge and skills gained from their CTE experience.

## CTE WORKS FOR THE NATION

Despite millions of job openings around the country, 74% of employers report a persistent mismatch between the skills they need and the skills workers have.<sup>10</sup>

**CTE IS GOOD FOR STUDENTS, GOOD FOR BUSINESSES AND GOOD FOR COMMUNITIES!**

The United States is facing a projected deficit of 6 million skilled workers by 2032.<sup>11</sup> Some key industries and occupations facing talent shortages include:

- Health care
- Construction
- Utilities
- Durable manufacturing

## CTE WORKS FOR POSTSECONDARY AND ADULT STUDENTS

An increasing number of job postings ask for short-term credentials: about 1/3 of postings in 2022.

Associate degree holders in CTE fields like architecture and engineering, health practitioner, skilled trade and computer occupations can earn more than \$2.8 million over their lifetimes, up to \$2.8 million – the same as the median lifetime earnings for workers with bachelor's degrees.<sup>12</sup>



CTE generates billions of dollars for state economies and local businesses.<sup>13</sup>

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# WHAT IS CAREER AND TECHNICAL EDUCATION?

**7.8 million** high school students and **3.3 million** college and adult students participate in CTE, learning skills in the classroom and on the job.<sup>1</sup>

CTE is delivered at comprehensive and CTE-dedicated high schools, magnet schools, area technical centers, community and technical colleges and some four-year universities.

CTE students earn industry certifications and licenses, postsecondary certificates, associate degrees, bachelor's degrees and higher.

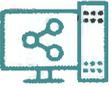
CTE is good for students, good for businesses and good for communities.

CTE high school students are college and career ready – **96%** graduate high school and most enroll directly in college.<sup>2</sup>

Associate degrees in CTE fields can pay **up to \$2.8 million** in lifetime earnings – and pay more than bachelor's degrees in other fields – while limiting student debt.<sup>3</sup>

CTE is the answer to the nation's projected deficit of **6 million** skilled workers through 2032.<sup>4</sup>

**CTE PREPARES THE WORKFORCE ACROSS A WIDE RANGE OF INDUSTRIES AND OCCUPATIONS.**

-  Agriculture
-  Construction
-  Arts, Entertainment & Design
-  Management & Entrepreneurship
-  Education
-  Energy & Natural Resources
-  Financial Services
-  Hospitality, Events & Tourism
-  Healthcare & Human Services
-  Digital Technology
-  Public Service & Safety
-  Advanced Manufacturing
-  Marketing & Sales
-  Supply Chain & Transportation

**LEARN MORE ABOUT CTE AT ACTEONLINE.ORG**

<sup>1</sup>Perkins Collaborative Resource Network, Perkins Data Explorer, customized Consolidated Annual Report data, 2012-23.

<sup>2</sup>Perkins Collaborative Resource Network, Perkins Data Explorer, customized Consolidated Annual Report data, 2021-22, U.S. Department of Education, Office of Elementary and Secondary Education, Consolidated State Performance Report, 2016-11 through 2017-18; U.S. Department of Education, NCEES, HSLIP, Best Year, 2013 Update, High School Transcript, and Second Follow-Up.

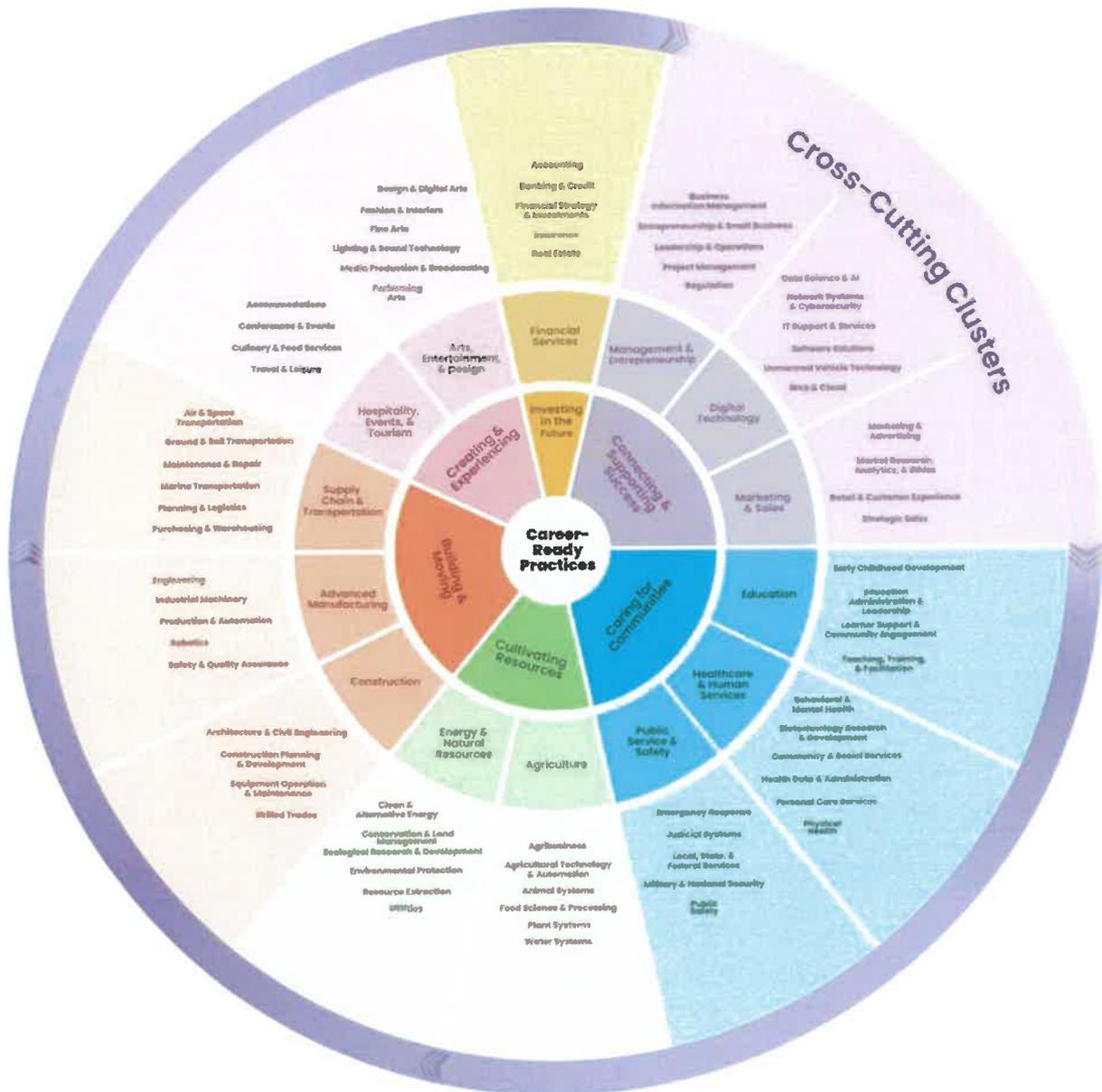
<sup>3</sup>Kennedy, A. P., Chubb, E., & Werninger, E. (2021). The college payoff? More education doesn't always mean more earnings. Georgetown University Center on Education and the Workforce, College Costs, Annual Survey of Colleges, NCEES-IPEDS Fall 2021 Enrollment data and IPEDS 2022 Institutional Characteristics data.

<sup>4</sup>Lichten (2024). The rising stars: Building a future-ready workforce to withstand the looming labor shortage.

JANUARY 2025

**CVES MISSION**

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**CVES MISSION**

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To: Dr. Mark Davey, District Superintendent  
From: Dr. Matt Slattery, Executive Director of Special Education  
Date: August 2025  
Re: Board of Cooperative Educational Services Report

**Extended School Year (ESY) 2025 Off to a Great Start**

The Extended School Year (ESY) program has kicked off successfully, with strong early engagement from both staff and students. The first few weeks have been marked by a smooth transition into the program’s structure, positive relationship-building, and a variety of enriching academic and recreational experiences.

Positive Relationship Building

A key highlight of the ESY kickoff has been the meaningful connections forming between staff and students, as well as among the students themselves. Teachers and support staff are working closely with students in small group settings, fostering a positive, supportive environment. This close-knit atmosphere is helping students feel comfortable and engaged, while also encouraging peer-to-peer interaction and cooperation.

Academics in a Relaxed Environment

Students are responding well to the structure of the ESY program, which balances academic learning with a relaxed, low-pressure environment. They are participating enthusiastically in classroom activities, and many have shown increased motivation and focus. The consistent routine, combined with a flexible and student-centered approach, is proving effective in maintaining educational progress over the summer months.



STEM Activities and Hands-On Learning

ESY students have been actively involved in STEM-based activities that promote critical thinking and creativity. A recent highlight was a project in which students designed and built solar ovens, which they then used to make s'mores. These types of hands-on experiences help students connect academic concepts to real-world applications, making learning fun and memorable.



### Animal-Assisted Enrichment

The program has also included animal-assisted activities that support students' emotional well-being and engagement. Students have had the chance to meet and pet therapy goats, a calming and unique experience that many have greatly enjoyed.



### Off-Campus Excursions

In addition to classroom learning, students have participated in several off-campus experiences that support social, emotional, and physical development. So far, these have included:

- Hiking at Ausable Point, encouraging physical activity and appreciation for nature
- Kayaking, promoting motor skills, coordination, and confidence
- Beach outings, offering opportunities for socialization, sensory play, and relaxation



### Afternoon Adventures at Rise-Mineville

Every afternoon, the Rise Center for Success – Mineville comes together for a beloved tradition: project-based activities led by our dedicated ESY teachers. These sessions are filled with learning, creativity, and laughter—and they're a highlight of the summer for students and staff alike!

Today, Mrs. Adele took our robot theme to exciting new heights! Students tested their knowledge with nutrition trivia, then embarked on a thrilling quest to find the Golden Ticket. The room was buzzing with energy, curiosity, and joy as students learned through play and teamwork.



### **Nearly 50 Campers from North Country Attend Overnight RISE Partners in Transition Camp**

Nearly 50 youth from Clinton, Essex, Franklin, and St. Lawrence counties recently took part in an overnight camping experience hosted by the RISE Partners in Transition Program, with support from ACCES-VR. The camp brought together students with disabilities for 4 days of learning, connection, and personal growth through immersive programming focused on Work Readiness and Self-Advocacy.

Throughout the experience, campers participated in engaging activities tied to a state-approved curriculum designed to build confidence, independence, and employment skills. Workshops and interactive sessions addressed key areas such as communication, problem-solving, teamwork, interview preparation, financial literacy, and understanding workplace expectations. In addition, students had the opportunity to explore their rights, practice self-advocacy, and develop strategies to communicate their needs effectively in both educational and workplace settings.

The camp not only offered hands-on learning and team building challenges but also fostered social interaction among peers from across the region. The overnight format gave students a safe, supportive space to build friendships, step out of their comfort zones, and take ownership of their future goals.

This unique experience reflects RISE's ongoing commitment to preparing young people for life beyond high school through innovative, inclusive, and meaningful transition services.



### Spotlight on Shawn: A RISE Success Story

Shawn's journey through the RISE Partners in Transition Program is a shining example of perseverance, growth, and success. He started in Community Pre-Vocational Training, building job readiness skills, then advanced through the Employment Training Program, completing the Discovery Process and a paid internship.

Since 2023, Shawn has been thriving in paid employment at Chick-fil-A Plattsburgh, where he was recently recognized as their favorite dining room host.

His journey is a true example of what's possible with the right support, dedication, and opportunity. Way to go, Shawn!



Chick-fil-A Plattsburgh (400 Stat...)

Meet our favorite dining room host Shawn! His favorite item on our menu is our Market salad with our Avocado lime ranch. He's always happy and ready to chat it up with our guest! Thanks for your hard work and positive attitude Shawn you're the best!



### Goat Therapy

Ms. Ballard's class had the opportunity to participate in goat therapy sessions right here at the RISE Center. This innovative and calming experience allowed students to interact with gentle, friendly goats in a safe and supportive environment. The sessions were designed to promote emotional well-being, reduce stress, and encourage mindfulness through hands-on animal interaction. Students were able to pet and play with the goats, creating a joyful and therapeutic atmosphere that supported both social and emotional learning.

The response from students was overwhelmingly positive. Many expressed how calming and fun it was to spend time with the animals, and several students who are typically more reserved were noticeably more engaged and expressive during the sessions. Goat therapy has proven to be a valuable addition to the RISE Center's holistic approach to student development, and Ms. Ballard's class is already looking forward to future visits.



### Fun in the Sun

Ms. Ballard's class recently embarked on an exciting summer field trip to Point Au Roche State Park, offering students a memorable blend of outdoor education and recreation. The trip was designed to foster curiosity about the natural world while encouraging teamwork and exploration. With the sun shining and spirits high, students eagerly participated in a variety of engaging activities that highlighted the park's rich natural environment.

One of the highlights of the day was a nature trail scavenger hunt, where students worked in small groups to find local plants and animals. The students explored the trails with enthusiasm, using their observation skills and teamwork to explore the trails. The activity not only reinforced classroom learning but promoted Independence and safety skills in a real-world setting.

After a morning of exploration, the class headed to the beach to cool off and enjoy some well-deserved relaxation. Students splashed in the water, built sandcastles, and shared laughter under the supervision of staff and lifeguards. The beach time provided a perfect balance to the day's educational activities, allowing students to unwind and bond with their peers. Overall, the trip was a resounding success, leaving students with lasting memories and a deeper appreciation for the natural world.





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

**Director of School Support Services**



**Sue Wilson**  
wilson\_sue@cves.org  
518-561-0100  
ext. 3030

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**CVES MISSION**

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**MEMORANDUM**

**TO:** Dr. Mark Davey  
**FROM:** Sue Wilson  
**DATE:** August 6, 2025  
**RE:** August 2025 Board Report

Even though school is not in session, many in the School Support Services Division shift into high gear during the summer months. July and August provide an opportunity to ramp up efforts behind the scenes—preparing for the upcoming school year, supporting extended school year sessions, and continuing essential services that operate year-round. This dynamic balance ensures that CVES remains responsive and proactive, even during the summer season.

**WORKSHOPS FOR SCHOOL IMPROVEMENT:**

July tends to be a quieter month for professional development as educators take a well-deserved break to recharge during the summer; however, the work from the School Improvement Division remains. School Improvement continues to expand its 2025-2026 workshop lineup to meet the evolving needs of districts and educators across the region, ensuring meaningful learning experiences throughout the year. With the arrival of August, the energy begins to shift and conference offerings steadily increase as teachers, staff and school officials prepare themselves for the upcoming school year.

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

The School Library System remains actively engaged with district database purchases and preparations for the upcoming school year. Current initiatives include organizing professional development opportunities, updating OPALS catalogs, expanding our SORA digital library with new eBooks and audiobooks, and supporting districts as they prepare their libraries for fall.

The Model Schools Coordinator and Model Schools Facilitator recently attended the **ISTE (International Society for Technology in Education) Conference** in San Antonio, Texas. This two-day event featured over 1,000 sessions focused on educational innovation and technology integration, drawing more than 18,000 attendees from around the world. Key insights and resources gained from the conference will be shared with our districts in the coming weeks.

Arts in Education is actively managing artist contracts for the new school year. Scheduled performances will include musicals, musical artists, storytellers, and a variety of other enriching cultural experiences for students.

## **INSTRUCTIONAL SERVICES UPDATES:**

### **Health Safety and Risk Management:**

It is fire inspection season, and the HSRM team has been actively conducting inspections across the region, completing reviews in twelve out of sixteen area school districts. In addition to fire safety, the team facilitated a two-hour AHERA asbestos awareness training session for the custodial and maintenance staff at BVCS and assisted with NAC's triennial asbestos inspection.

HSRM also supported extended school year programs by coordinating fire drills at CVES locations in Plattsburgh and Moriah. On the technology front, the team participated in a preliminary cybersecurity meeting with IT staff to begin discussions around strengthening digital safety protocols.

To enhance emergency preparedness, the (HSRM) team recently hosted a district-wide safety leaders meeting. This gathering provided an opportunity to review the latest updates from the New York State Education Department (NYSED) and share best practices from across the region. In support of these initiatives, HSRM also developed comprehensive guides and standardized forms to streamline response procedures for bus accidents, mental health transport, and medical transport. In addition, the team has been actively engaged in reunification planning, collaborating with key partners such as the New York State Police and the Clinton County Office of Emergency Services. These discussions are helping to shape coordinated strategies that prioritize student safety and ensure swift, effective responses in the event of an emergency.

Finally, district and building-level safety plans have been updated to reflect current standards and practices, ensuring that CVES remains proactive in maintaining a safe and secure environment for all.

### **Grants Management:**

The grants office experienced another busy month working with component districts, CBOs, and Non-Public/Private Schools to prepare the 2025-26 Universal Prekindergarten (UPK) and 2025-26 ESSA-Funded Programs budgets and required documentation. The 2025-26 UPK and 2025-26 ESSA Consolidated Applications submission deadline is August 29<sup>th</sup>.

On Tuesday, July 29, and Wednesday, July 30, Education Grant Specialist, Ms. Amanda Buskey, attended the Office of ESSA-Funded Programs (EFP) two-day virtual training program. The mission of the training was to enhance understanding of federal funding requirements and ensure that resources are allocated equitably. The informative training featured ESSA program area presentations, a presentation on equitable services for eligible ESSA programs, and opportunities for participants to engage in peer group conversations.

In addition to preparing 2025-26 grant applications, the grants office worked alongside districts to complete and submit state required final program reports, surveys, and self-assessments designed to ensure effective implementation of programs maximizing outcomes for students.

## **INSTRUCTIONAL TECHNOLOGY:**

Our IT team has been working at full capacity to get PCs updated and replaced in anticipation for the start of school in September. Purchase orders are being submitted, and new equipment is coming in constantly in a mad scramble to get hardware and services in place across the region. It's a coordinated effort that reflects the team's dedication.



An open position in the IT team will be filled at the start of August, which will provide a much-needed boost to productivity. Meanwhile, long-standing projects are inching closer to completion and we're seeing real progress.

## **INTERSCHOLASTIC SPORTS:**

July marks the only month without interscholastic athletic contests, providing a critical period to prepare for the upcoming sports season. The region is transitioning to new athletic scheduling and officials' assignment platforms. Several training sessions have been conducted, with additional sessions planned to ensure athletic coordinators and officials are fully equipped to use the new software.



On July 31, 2025, the New York State Public High School Athletic Association convened its annual Central Committee Meeting at the Rivers Casino and Conference Center in Schenectady, NY. A significant outcome was the approval of the 3-Region Concept, which restructures regional rotations across New York State to promote equitable geographic pairings over a 10-year cycle. This replaces the previous "Guiding Principles" framework, which caused logistical challenges after just one year. The 3-Region Concept organizes a tournament structure for the 11 sections, progressing from a round of 16 to a quarterfinal round of 8, culminating in the State Championships' Final Four. As a result, regional schedules for volleyball and boys' and girls' soccer for the Fall 2025 season will adjust to align with this new framework.

Additional key approvals from the Central Committee meeting include revisions to the Modified Sports Standard Chart and Time Interval Regulation to align with the High School Chart and revisions to the Stacking and Lineup Rule for the NYSPHSAA Boys/Girls Team Tennis Championships. Further changes include waiving the NCAA penalty for non-compliant uniforms in Girls Volleyball, amending the Girls Volleyball Tiebreaker for State Semifinals, and permitting Competitive Cheer choreography in the Fall season per Practice Rule #22. Boys Wrestling will expand to 14 weight classes (103, 110, 118, 126, 132, 138, 144, 150, 157, **165, 175**, 190, 215, 285), and updates were made to the Gymnastics Technical Handbook for scoring and safety. Boys Ice Hockey rule changes include revised game protocols for warmups and intermissions, a running clock for an 8-goal differential in the third period, a forfeit rule if a team drops below the minimum number of players (9 and 1 goalie), and updated overtime procedures for regular-season tournaments. Additionally, Indoor Track/Field relays were reduced from 8 to 6 athletes, Division 2 Relays Qualifying Standards were revised, and the Boys and Girls Indoor Track & Field State Tournament was expanded to a two-day meet.

#### **PUBLICATIONS AND COMMUNICATIONS UPDATE:**

The Communications and Print Shop teams have stayed busy during the summer. The Print Shop has taken on its regular summer workload that keeps all machinery busy day to day, while Communications has had the chance to work on larger summer projects as well as catching up on work that built up during June.

For the Print Shop, materials including newsletters, posters, workbooks, envelopes and folders have been the main items being produced. With our amazing team, we currently remain on pace to deliver all work orders with deadlines set prior to the start of school.

In the Communications world, the main highlights of this summer have included website overhauls, newsletter and special publication designs, and video production. Additionally, for other print materials, newsletters for Northern Adirondack and AuSable Valley have been completed for the summer. Later this month, the latest edition of the CVES Annual Report will be shown to our Board.



Peru's new website is tentatively scheduled to be launched before the end of August. Schroon Lake's will be next up for its debut once some coding adjustments are made. Most recently, Willsboro signed on to use our services for their website revamp. CVES is also providing minor assistance in Plattsburgh's new website launch as they work internally to finish their redesign.

**Welcome to Peru Central School District!  
Home of the Nighthawks!**

The mission of the Human Resources Department is to recruit, support, and retain a highly qualified, diverse, and dedicated workforce that is committed to the academic success and well-being of every student in our district. We strive to foster a positive, inclusive, and collaborative work environment that values professionalism, equity, and continuous growth.

Whether you are a current employee, a prospective candidate, or a community partner, we are here to assist you.

**Join Our Team**

We are always looking for passionate educators, skilled professionals, and dedicated support staff to join our district.

[Click here to view current job openings.](#)

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Lastly, the Rise Center for Success just had a new welcome video delivered to them by our Communications team, and now there is a new project added to our video library that will serve as an informational tool for New Employee Orientation.

For one final exciting bit of news, our Communications team has a new member. Kelsey Hulbert has joined us as Multimedia Specialist. Current staff member Amelia Stevens was also promoted to Multimedia Specialist as we gear up for the new school year.