

CHAMPLAIN VALLEY EDUCATIONAL SERVICES

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

DATE: October 8, 2025  
KIND OF MEETING: Regular Board Meeting  
PLACE: CVES Learning Hub Conference Center, Plattsburgh, NY

Board Members Present:

Bob Bourgeois  
Kathy Comins-Hunter  
Patricia Gero  
Richard Harriman, Sr.  
Donna LaRocque  
Ed Marin  
Bruce Murdock  
Emily Phillips  
Emily Reynolds Bergh  
Lori Saunders  
Michael St. Pierre  
Donna Wotton

Board Members Absent:

Leisa Boise  
Dina Garvey  
Eddie Webbinaro

Executive Officer:

Dr. Mark Davey

Board Clerk:

Katelyn Smart

Student Board Members Present:

Logan Yeager

Others Present:

Dr. Eric Bell  
Amy Campbell  
Michele Friedman  
Dr. Matthew Slattery  
Joe Coakley  
Jessie Blazina  
Jamie Blazina  
Michael W. Rossi  
Jordin Bosley  
Jaci Kelleher

MEETING  
TO ORDER

President Michael St. Pierre called the meeting to order at 6:07 pm.

EX-OFFICIO  
STUDENT BOARD  
MEMBER OATH

Mr. St. Pierre administered the Student Board member oath to Logan Yeager. Logan represents the AuSable Valley Central School District.

AUDIT COMMITTEE  
UPDATE &  
PRESENTATION  
FOR YEAR END  
JUNE 30, 2025

Dr. Davey introduced Mr. Mike Rossi from West & Company, the BOCES' external auditing firm, who presented the findings of the 2024 - 2025 CVES BOCES External Audit to the Audit Committee. The Committee met with both Mr. Rossi and Ms. Amy Skiff, the BOCES Internal Auditor, to review the reports in detail. CVES appoints its auditors annually, with contracts typically renewed on a three-year cycle.

Following an in-depth review of the 2024 - 2025 External Audit, Committee members engaged in discussion and asked several questions. Upon completion of the presentation, the Audit Committee made a motion to accept the audit report.

Mr. Rossi then presented the audit findings to the full CVES Board and members of the public, summarizing the three audits completed this year: the financial statements, grant programs, and Extra Classroom Activity Funds. All three audits received clean opinions with no major findings. Once the CVES Board formally accepts the audit report, the BOCES will have 90 days to submit a corrective action plan, as required.

Mr. Rossi, Dr. Davey, Dr. Bell, and the Board commended the CVES Business Office and accounting staff for their accuracy and professionalism. The Audit Committee members also expressed appreciation to both the internal and external auditors for their thorough work and continued partnership.

**BOARD MEMBER  
APPRECIATION  
RECOGNITION**

Dr. Davey began the evening by recognizing and celebrating the CVES Board members in honor of School Board Recognition Month. Each Board member was presented with a Certificate of Appreciation for their service, dedication, and advocacy on behalf of students, staff, and the North Country region.

Following this presentation, Mrs. Michele Friedman, Executive Director of Career and Technical Education, introduced the CV-TEC Culinary Management and Pre-CTE Food Service programs. Ms. Jennifer Parker then joined with Chef Alaina Weare, Chef Tyler Puchrik, and Chef Kaden Douglas-LaDuke to highlight the work of their students. The Board was delighted to welcome sixteen CV-TEC Culinary students, each of whom introduced themselves, their home school district, and their career plans. The Board members commended the CV-TEC students for their professionalism, creativity, and talent.

Next, Dr. Matthew Slattery, Executive Director of Special Education, shared thoughtful words of appreciation on behalf of the Rise Center for Success. He presented the Board with handmade 2025 calendars featuring student artwork and photos, created collaboratively by Rise students with the assistance of the CVES Communications Department and the support of the Rise leadership team. These special gifts beautifully reflected the creativity and pride of the Rise community.

To conclude the celebration, Board members enjoyed a delicious array of desserts and treats prepared and served by the CV-TEC students. The evening was a warm and memorable tribute to the Board's ongoing commitment to educational excellence across CVES.

**EXECUTIVE  
SESSION**

Mr. Murdock moved, seconded by Mr. Harriman Sr., that the Board go into Executive Session at 7:04 pm for the following reasons: #5 - A matter of collective negotiations pursuant to article 14 of Civil Service Law (the Taylor Law); #6 - A matter of the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation; and #8 - A matter of the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by the School District if such discussion publicity would substantially affect the value thereof.

During Executive Session, Dr. Davey and Dr. Bell provided a confidential update to the Board about the Essex County Expansion. Mr. Brandon Stable, Vice President of Columbia Development Companies joined the Executive Session virtually and provided details on the property search and progress underway to secure a future site of CVES' Essex County new campus. The Board members were also provided various confidential staffing and labor relations updates. Lastly, Mrs. Jaci Kelleher, Esq., joined Executive Session to provide an update on minor changes made to Dr. Davey's 11<sup>th</sup> contract amendment NYSED is requesting.

Mrs. LaRocque moved, seconded by Mrs. Comins-Hunter, that the Board come out of Executive Session at 7:44 pm. All Board Members present voted yes - motion carried.

2025 – 2028  
STRATEGIC  
PLANNING UPDATE  
PRESENTATION

Ms. Amy Campbell, Assistant Superintendent for Educational Services and 2025–2026 District Planning Team (DPT) Chairperson, began the Strategic Planning Update Presentation by noting that CVES is now entering its 12<sup>th</sup> year of Strategic Planning and continuous improvement. Ms. Campbell highlighted the creation of a new Strategic Planning Data Book, which serves as a central resource for data-informed decision-making across all divisions. She also commended divisional leaders for their collaborative efforts in shaping this year's goals and initiatives.

Dr. Vicky Ramos, CVES Strategic Planning Facilitator, led sessions with the DPT, divisional teams, and the CVES Board during the annual Board Retreat. She emphasized CVES's core beliefs and inspired all participants to reflect on their collective impact and the importance of striving for excellence in every area of the organization.

Dr. Davey expressed appreciation to the Board for their active involvement in the strategic planning process and extended special thanks to Mrs. Saunders and Mr. Harriman Sr. for their dedicated service on the DPT as Board representatives. He noted that this ongoing collaboration continues to strengthen CVES's culture of continuous improvement.

Mrs. Michele Friedman, Executive Director of Career and Technical Education, presented the CV-TEC Division's Strategic Plan update. Team CV-TEC's focus areas include lead, deliver, support, and collaborate, with several new initiatives designed to enhance instructional quality, student engagement, and program alignment with workforce needs.

Dr. Eric Bell, Deputy Superintendent, discussed Management Services, describing it as a foundational pillar of organizational success. His division's focus is on refining and strengthening internal procedures, ensuring operational excellence, and supporting all divisions through sound fiscal and administrative management.

Dr. Matthew Slattery, Executive Director of Special Education, summarized the Rise Center for Success Strategic Plan progress, noting that staff engagement and trust remain central priorities. He highlighted the new Outdoor Learning Center as a tangible outcome of strategic planning and a reflection of the division's commitment to innovative, student-centered programming.

Mrs. Susan Wilson, Director of School Support Services (S<sup>3</sup>), presented updates from her division, which also emphasized the areas of lead, deliver, support, and collaborate. The S<sup>3</sup> Division completed a new staff survey and is developing a needs assessment tool to better understand and respond to the priorities of component districts.

Dr. Davey concluded the presentation by noting that the Mid-Year Strategic Plan Update will be shared at the January Board meeting. He commended all divisions for

their exceptional work, emphasizing that “Excellence does not happen by accident - it is the result of intentional effort, collaboration, and commitment.”

**CVES FACILITIES  
EXPANSION &  
CAPITAL PROJECT  
UPDATE**

Dr. Davey introduced Dr. Eric Bell to give the CVES Expansion and Capital Project Update. Dr. Bell began his presentation with an update on the Outdoor Educational Space being constructed at the Rise Center for Success. He reported that the project is progressing exceptionally well and remains on schedule. The recent bid for fencing came in over \$100,000 under the original estimate, representing significant cost savings. The Board will continue to receive updates as additional milestones are reached.

Dr. Bell next provided an update on the new CTE Center project in Plattsburgh, noting that construction is proceeding on time and on budget. The second-story concrete slab has been poured, and both the underground plumbing and electrical work are nearing completion. With less than nine months remaining until the facility’s anticipated completion, the project continues to demonstrate strong coordination and momentum.

Dr. Bell then reported that planning for the Essex County CTE Center is advancing, with the heavy design phase expected to begin in late October. Staff from both the Rise Center for Success and CV-TEC will participate in the design process to ensure that the new facility meets instructional and programmatic needs.

Lastly, Dr. Bell shared that since the CVES Sale of Land Referendum was approved by voters in August, Clinton County is now proceeding through its internal processes to finalize the land transfer from CVES to the County.

**DS UPDATE**

Dr. Davey began his update by welcoming Mr. Logan Yeager, the second Student Board Member to serve on the CVES Board. Mr. Yeager is a senior from Ausable Valley Central School District and a student in the CV-TEC Construction Trades Program. Dr. Davey expressed his appreciation for Mr. Yeager’s willingness to serve and share his student perspective with the Board. Dr. Davey then highlighted the excellent turnout at the CV-TEC Fall Family Nights, held on October 2<sup>nd</sup> in Plattsburgh and October 7<sup>th</sup> in Mineville, where families, students, and staff celebrated student learning, hands-on experiences, and program achievements. Dr. Davey also noted that the Rise Center for Success hosted its Plattsburgh Fall Family Night on October 16<sup>th</sup>, which was equally well attended and reflected the strong sense of community across CVES programs.

Dr. Davey continued by providing highlights from his September District Superintendent Meeting, noting the successful submission of the CVES Regionalization Plan developed collaboratively with component district superintendents. A copy of the Executive Session Summary was shared with the Board. One of the major statewide topics continues to be the Graduation Measures Initiative and the Portrait of a Graduate framework, both of which aim to ensure every student is prepared with the essential skills and competencies for lifelong success.

Next, Mr. Matthew Palkovic, CVES’ Network Administrator, presented information on the new cybersecurity host platform that CVES will be implementing to enhance system protection, data integrity, and network reliability. Following his presentation, Dr. Davey

invited Dr. Eric Bell to share updates on the Municipal Cooperation Agreement recently approved by the CEWW Health Insurance Consortium Board of Directors. This agreement represents a significant milestone in the move toward a self-funded Health Insurance Consortium, which will generate substantial long-term savings. Dr. Bell reported that CVES will soon transition to self-fund the prescription (Rx) portion of its health plan, a change projected to save approximately \$5 million over the next three years, while the planned move to self-fund the Medicare portion is expected to yield an additional \$15 million in savings over the next several years.

Dr. Davey also reviewed several Board and statewide events of interest. He noted that the 2025 NYSSBA Annual Convention will take place October 23–25 in New York City, offering opportunities for professional development and networking focused on school governance and leadership. CVES Board members, Mr. Harriman Sr. and Mr. Marin briefly reviewed the NYSSBA Resolutions in preparation for delegate voting for the Annual NYSSBA Business Meeting.

Next, Dr. Davey reminded Board members to attend the North Country Rural Schools Issues Forum, which will be hosted by CVES on Tuesday, October 28, from 6:30–8:30 p.m. at the CVES Learning Hub, and will feature discussions on key challenges and opportunities in rural education. In addition, he shared the flyer on the upcoming CEWW School Boards Association Fall Dinner and Program, titled “*NY Inspires and Portrait of a Graduate*,” scheduled for Wednesday, November 5, 2025, at the CVES Learning Hub, featuring Dr. Jeff Matteson, NYSED Senior Deputy Commissioner, and Regent Dr. Roger Catania.

Dr. Davey concluded by expressing appreciation to the Board for their continued leadership, partnership, and commitment to advancing CVES’s mission of service and educational excellence across the North Country. The next CVES Board Meeting will be held at our Yandon-Dillon Building, Mineville Campus on Wednesday evening, November 12<sup>th</sup>, 2025 at 6 pm.

PREVIOUS  
MINUTES

Mr. Murdock moved, seconded by Mrs. LaRocque, to approve the Draft Minutes from the September 10, 2025, Regular Board meeting as presented. All Board Members present voted yes—motion carried.

APPROVAL OF  
INDEPENDENT  
AUDIT

Mrs. LaRocque moved, seconded by Comins-Hunter, to approve the Annual Independent Audit, performed by West & Company, CPA, PC for the 2024 – 2025 school year.

All Board Members present voted yes—motion carried.

APPROVAL OF  
ANNUAL INTERNAL  
AUDIT

Ms. Wotton moved, seconded by Mr. Murdock, to approve Annual Internal Audit, performed by Management Advisory Group for the 2024 – 2025 school year.

All Board Members present voted yes—motion carried.

CVES 2025 – 2028  
DISTRICT  
STRATEGIC PLAN

Ms. Wotton moved, seconded by Mrs. LaRocque to adopt the CVES 2025 – 2028 District Strategic Plan for Continuous Improvement.

All Board Members present voted yes—motion carried.

CONSENT AGENDA  
FINANCIAL

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

TREASURERS  
REPORT

Approve the Treasurer’s Report from August 1, 2025, to August 31, 2025.

EXTRAClassroom  
TREASURERS  
REPORT

Approve the Extraclassroom Treasurer’s Report from July. (attached)

CERTIFICATION OF  
WARRANT

Approve the Certification of Warrant for August 11, 2025, to August 29, 2025.

AS-7 INITIAL  
CONTRACTS

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

1. 2025 – 2026 Initial – Questar III BOCES, \$66,036.00
  - State Aid Planning Service (AuSable Valley, Beekmantown, Boquet Valley, Chazy, Crown Point, Keene, Moriah, Peru, Plattsburgh, Saranac, Schroon Lake, Ticonderoga, Willsboro)
  - STAC Services (Chazy)

AS-7 FINAL  
CONTRACTS

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

- 2024 – 2025 Final Franklin-Essex-Hamilton BOCES, \$380,284.00
  - School Improvement (AuSable Valley, Beekmantown, Boquet Valley, Chazy, CVES, Crown Point, Keene, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh, Saranac, Schroon Lake, Ticonderoga, Willsboro)
  - Community Schools (Northern Adirondack)
  - Transportation Planning (Northern Adirondack)
  - Shared Business Office (Putnam)
  - Substitute Coordination (Beekmantown, Schroon Lake)
  - ACA Insurance Consulting (AuSable Valley, Beekmantown, Boquet Valley, Chazy, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh, Schroon Lake)
2. 2024 – 2025 Final – Jefferson-Lewis BOCES, \$41,764.22
  - Drug & Alcohol Testing (AuSable Valley, Beekmantown, Boquet Valley, Chazy, CVES, Crown Point, Keene, Moriah, Northeastern Clinton, Peru, Plattsburgh, Saranac, Schroon Lake, Willsboro)

**CROSS CONTRACT  
BUDGETS**

Recommend that the Board approve the following cross-contract budgets:

1. Approve the Staff Development – Capital Region BOCES budget (Co-Ser 598) in the amount of \$25,395 for the 2025-2026 school year, to accommodate for Cross Contracts with Capital Region BOCES (Boquet Valley, Peru). (S<sup>3</sup>)
2. Approve the Insurance ACA Reporting – FEH BOCES budget (Co-Ser 634) in the amount of \$2,921 for the 2025-2026 school year, due to a prior year adjustment received after year end closed. (AuSable Valley, Beekmantown, Boquet Valley, Chazy, Moriah, Northeastern Clinton, Northern Adirondack, Peru, Plattsburgh, Schroon Lake). (Mgmt. Svcs)

**CROSS CONTRACT  
BUDGET  
INCREASES**

Approve the following cross contract budget increases:

1. Increase the Workshops – FEH BOCES budget (Co-Ser 517) from \$54,850 to \$61,482 for the 2025 – 2026 school year, to accommodate for additional Cross Contracts with FEH BOCES (AuSable Valley, Beekmantown, Northeastern Clinton, Peru, Plattsburgh, Saranac). (S3)
2. Increase the Computer Assisted Instruction – Capital Region BOCES budget (Co-Ser 530) from \$213,631 to \$214,526 for the 2025 – 2026 school year, to accommodate for an additional Cross Contract with Capital Region BOCES (Northeastern Clinton). (S3)
3. Increase the Computer Services Admin – Capital Region BOCES budget (Co-Ser 604) from \$3,179,592 to \$3,214,110 for the 2025 – 2026 school year, to accommodate for additional Cross Contracts with Capital Region BOCES (AuSable Valley, Beekmantown). (S3)
4. Increase the Facilities Security – Monroe 1 BOCES budget (Co-Ser 617) from \$15,961 to \$21,384 for the 2025 – 2026 school year, to accommodate for an additional Cross Contract with Monroe 1 BOCES (Beekmantown). (S3)

**BUDGET  
INCREASES**

Approve the following budget increases:

1. Increase the School Public Relations budget (Co-Ser 610) from \$226,331 to \$279,131 for the 2025 – 2026 school year, to accommodate for increased expenses. (S<sup>3</sup>)
2. Increase the Data Analytics budget (Co-Ser 645) from \$147,750 to \$257,030 for the 2025 – 2026 school year, to account for additional district requests (Ithaca, Merrick, Saratoga Springs, Victor). (S<sup>3</sup>)

**SPECIAL AID FUND  
PROJECT**

Approve the following Special Aid Fund project:

1. Employment Preparation Education (EPE) Special Aid Fund project in the amount of \$265,000 for the period of July 1, 2025, through June 30, 2026. (CV-TEC)
2. School Library System Categorical Aid for Automation (949) in the amount of \$10,455.00, for the period of July 1, 2025, through June 30, 2026. (S<sup>3</sup>)

**INSTALLMENT  
LEASE PURCHASE**

Approve the following Resolution to authorize installment lease purchase contracts:

**RESOLUTION AUTHORIZING INSTALLMENT PURCHASE CONTRACTS**

WHEREAS, Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (the BOCES) renders services to its Component Districts which include the provision of certain data processing software, hardware, and other equipment under CoSer 564 Instructional Technology Services.

WHEREAS, the BOCES desires to undertake the Purchase of certain data processing software, hardware, and other equipment for BOCES Component Districts under CoSer 564 Instructional Technology Services during the course of the 2025-2026 school year.

WHEREAS, the BOCES may enter into agreements for the lease-purchase of instructional equipment in accordance with section 1725-a of the Education Law, with payments to be applied against the purchase price of the equipment.

WHEREAS, the BOCES desires to finance such Purchases for Component Districts by executing and delivering an installment purchase contract for said data processing software, hardware, and other equipment; and

WHEREAS, the cost of an installment purchase contract for a Purchase may not exceed the principal amount of the Purchase, all or a portion of which is to be financed at a competitively quoted interest rate for a period of no more than five years.

WHEREAS, the BOCES desires to take certain preliminary actions when lease-purchases are requested by Component Districts and further desires to delegate the authority to negotiate, approve, execute and deliver an installment purchase contract and to carry out all other necessary or appropriate actions in furtherance thereof and of the Purchase;

NOW THEREFORE, BE IT RESOLVED, as follows:

Section 1. The BOCES hereby approves such Purchases and authorizes that it be undertaken at a cost not to exceed the principal amount of the Purchase as set forth above.



Section 2. Pursuant to section 109-b of the General Municipal Law and part 39 of the regulations of New York State Department of Audit and Control, the BOCES hereby determines that it is in the best interests of the BOCES to procure the property involved in the Purchase from a vendor or vendors by selecting a bid, offer or proposal (as may be required by the general municipal and education laws and by the procurement policy) exclusive of the cost of financing. The BOCES directs that financing be obtained pursuant to section 39.8 of the aforesaid regulations, and further directs that certificates of participation shall not be issued in connection therewith except as a part of a pooled or aggregate program as defined in such regulations, or as may otherwise be permitted by applicable law.

Section 3. The BOCES will evaluate the financing alternatives available to it and will determine, upon certified board resolution approving the Lease-Purchase from the Component District, that it is in the best interest of the BOCES to finance the Purchase pursuant to an installment purchase contract for the following reasons:

- a. Financing the Purchase provides the advantages of improved cash flow and provides a closer matching of expenditures to the useful life of the Purchase, the BOCES may not finance the Purchase under the local finance law but may do so by an installment purchase contract. The use
- b. of an installment purchase contract provides the BOCES with a means to directly finance the Purchase.
- c. The use of an installment purchase contract provides the BOCES with flexibility in structuring the payment for the Purchase, including, but not limited to, the timing of the closing of financing and the establishment of principal repayment schedules.

Section 4. The authority to solicit alternative quotations for financing from qualified interested parties and to select the quotation deemed to be in the best interest of the BOCES is hereby delegated to the President of BOCES, the chief fiscal officer, in accordance with section 39.8 of the regulations of the NY Department of Audit & Control, or his or her designee, including without limitation the authority to determine the principal amount thereof (not to exceed the maximum principal amount set forth above), the interest rate (at a rate to be obtained by competitive written, fax or telephone quotations from qualified parties), the amount, timing and frequency of the payments, and to choose the lessor, and to make all other determinations appropriate thereto. The District Superintendent of the BOCES is hereby authorized to execute and deliver an installment purchase contract and related documents for the purchase on behalf of and in the name of the BOCES in accordance with such determinations by the President, and the Clerk is hereby authorized to affix the seal of the BOCES thereto and attest the same, with such changes, variations, omissions and insertions as the authorized persons executing such contract or document shall approve, the execution thereof by such persons to constitute conclusive evidence of such determinations and approval. The form and substance of the installment purchase contract to be entered into for the Purchase, as so approved and in the form approved by Counsel to the BOCES, is hereby approved.

Section 5. The officers, employees and agents of the BOCES are hereby authorized and directed for and in the name and on behalf of the BOCES to do all acts and things required or provided for by the provisions of such installment purchase contract, and to execute and deliver all such additional certificates, instruments and documents, to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purposes of this resolution and to cause compliance by the BOCES with all the terms, covenants and provisions of such installment purchase contract which are binding upon the BOCES.

Section 6. The installment contract shall be subject to annual cancellation by the Board of Cooperative Educational Services as a result of a lack of funding.

Section 7. This resolution shall constitute a declaration of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the Purchase.

Section 8. It is hereby determined that the period of probable usefulness of the equipment, machinery or apparatus referred to herein is five years, pursuant to subdivision 32 of paragraph a of Section 11.00 of the Local Finance Law.

Section 9. No payment under the installment purchase contract except payment for the total amount outstanding shall be financed from the proceeds of obligations issued pursuant to the local finance law other than the proceeds of revenue anticipation notes, tax anticipation notes or budget notes.

Section 10. The execution of any installment purchase contract will not cause the BOCES to exceed the debt limits prescribed by paragraph c of subdivision 6 of section 109-b of the General Municipal Law.

Section 11. This resolution shall take effect immediately.

LEASE  
AGREEMENTS

Approve the following lease agreements:

1. Recommend that the Board approve an equipment lease (the "lease") with Municipal Leasing Consultants for Peru Central School District for 5 years in a base amount not to exceed \$207,289.80 with five payments of \$41,457.96 each (Disposition is \$1 buyout). Items to lease: (250) Lenovo 2-in1 G3 Computers. These payments are based on an interest rate of 4.99%. Be it further recommended that the CVES District Superintendent be granted authority to enter into the "lease" contract contingent upon CVES's attorney approval.
2. Recommend that the Board approve an equipment lease (the "lease") with Municipal Leasing Consultants for Peru Central School District for 4 years in a base amount not to exceed \$298,835.76 with four payments of \$74,708.94 each

(Disposition is \$1 buyout). Items to lease: (1,000) Dell Chromebook 3120 Computers. These payments are based on an interest rate of 4.89%. Be it further recommended that the CVES District Superintendent be granted authority to enter into the “lease” contract contingent upon CVES’s attorney approval.

**MUNICIPAL  
COOPERATION  
AGREEMENT**

Approve the following Resolution:

**WHEREAS**, the Board of Directors of the Clinton-Essex-Warren-Washington Health Insurance Consortium (the “Consortium”) has prepared an Amended and Restated Municipal Cooperation Agreement (the “Amended MCA”) to govern each district’s participation in the Consortium; and to replace the 2019 agreement that currently governs Consortium operations; and

**WHEREAS**, the Board of Cooperative Educational Services has reviewed the Amended MCA and has concluded that it would be in the interests of the Board of Cooperative Educational Services to remain a participant in the Consortium subject to the Amended MCA; now therefore, be it

**RESOLVED**, that the Board of Cooperative Educational Services recognizes that effective January 1, 2026 its participation in the Consortium is to be bound by the Amended MCA; and it is further

**RESOLVED**, that Dr. Mark C. Davey, District Superintendent be and hereby is authorized and instructed to execute the Amended MCA on behalf of the Board of Cooperative Educational Services.

**BID**

Award the following Bid:

1. Award the “CVES Main Campus Rise Fencing Project” bid for fencing for the new playgrounds at the CVES Plattsburgh Campus in the amount of \$93,469 to C&E Fencing LLC of Plattsburgh, NY

Note: No additional companies submitted a bid

**CONSENT AGENDA  
PERSONNEL ITEM  
REMOVAL**

Mr. Murdock moved, seconded by Mrs. Comins-Hunter, to remove the following item from enclosure 25:

5. Name: Amber Parrotte  
Position: Benefits Specialist  
Effective Date: November 1, 2025  
Tentative Permanent Date: November 1, 2026  
Annualized Salary: \$44,500

All Board Members voted yes—motion carried.

CONSENT AGENDA  
PERSONNEL

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

All Board Members voted yes—motion carried.

RESCIND

Rescind the following appointment(s) from the August 20, 2025, Board meeting:

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

Stipend Positions, Compensation per collective bargaining agreement

Alyssa Morin

PBIS Coordinator, Mineville

AMEND

Amend the following appointment(s) from the August 20, 2025, Board meeting:

1. Recommend that the Board approve the following leave(s) of absence:  
Kevin Shaw, Principal, effective July 1, 2025 – June 30, 2026, September 24, 2025, for the purpose of accepting a Dean of Students position.

RESCIND

Rescind the following appointment(s) from the September 10, 2025, Board meeting:

1. Recommend that the Board appoint the following person(s) to a 52-week Civil Service Probationary appointment as follows:
  1. Name: Wendy Humphrey (*pending fingerprint clearance*)  
Position: Typist  
Effective Date: September 29, 2025  
Tentative Permanent Date: September 29, 2026  
Annualized Salary: \$30,500

RESIGNATION FOR  
RETIREMENT  
SMITH

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

1. Patrese Smith. Teacher Aide/ Student Aide, effective January 1, 2026

Dr. Davey paused the meeting to congratulate Ms. Smith on her 12.5 years of service at CVES.

RESIGNATIONS  
SODEN, LAVALLEY,  
DUBAY, SHAW,  
AKIN, & FRASIER

Accept the following letters of resignation:

1. Nicole Soden, Teaching Assistant, effective September 26, 2025
2. Ashley LaValley, Teacher Aide/ Student Aide, effective October 4, 2025
3. Laurie Dubay, Special Education Teacher, effective October 17, 2025
4. Kevin Shaw, Dean of Students, effective September 24, 2025, for the purpose of accepting a Principal position
5. Deanna Akin, Purchasing Clerk, effective October 1, 2025, for the purpose of accepting a Junior Accountant position
6. Marcie Frasier, Account Clerk/Typist, effective October 6, 2025, for the purpose of accepting a Teaching Assistant Position

PERMANENT  
APPOINTMENTS  
(CIVIL SERVICE)

Grant a permanent appointment (Civil Service) to the following person(s):

1. Cindy Waldron, Teacher Aide/ Student Aide, effective October 21, 2024
2. Maureen Lozano, Purchasing Clerk, effective June 5, 2025
3. Elke Groth, Occupational Therapist Assistant, effective October 14, 2025
4. Christine Waters, Account Clerk/ Typist, effective October 17, 2025
5. Emily LaPorte, Registered Behavior Technician, effective October 23, 2025
6. Jessica Lagree, Payroll/Purchasing Clerk, effective November 1, 2025
7. Jade Drollette, Teacher Aide/ Student Aide, effective November 7, 2025
8. Kaylin Harper, Cook, effective November 12, 2025

TENURE  
RANDALL

Grant Tenure to the following person(s):

1. Latalya Randall, Teaching Assistant, effective January 25, 2026

52-WEEK CIVIL  
SERVICE  
PROBATIONARY  
APPOINTMENTS

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

1. Name: Victoria Butler  
Position: Teacher Aide/ Student Aide  
Effective Date: September 15, 2025  
Tentative Permanent Date: September 15, 2026  
Annualized Salary: \$22,500
2. Name: Allison Kaupelis  
Position: Payroll/Purchasing Clerk  
Effective Date: September 29, 2025  
Tentative Permanent Date: September 29, 2026  
Annualized Salary: \$45,000
3. Name: Deanna Akin  
Position: Junior Accountant  
Effective Date: October 1, 2025  
Tentative Permanent Date: October 1, 2026  
Annualized Salary: \$45,000
4. Name: Deborah Long  
Position: Typist  
Effective Date: October 6, 2025  
Tentative Permanent Date: October 6, 2026  
Annualized Salary: \$30,500
5. Name: Amber Parrotte

Position: Benefits Specialist  
Effective Date: November 1, 2025  
Tentative Permanent Date: November 1, 2026  
Annualized Salary: \$44,500

**FOUR-YEAR  
PROBATIONARY  
APPOINTMENTS**

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

1. Name: Chelsea Sheridan (was temporary)  
Position: Speech Language Pathologist  
Tenure Area: Speech & Hearing Handicapped  
Effective Date: September 2, 2025  
Tentative Tenure Date: September 2, 2029  
Certification Status: Speech And Language Disabilities, Initial Certificate  
Annualized Salary: \$61,500
2. Name: Jennifer Webber  
Position: Teaching Assistant  
Tenure Area: Teaching Assistant  
Effective Date: September 15, 2025  
Tentative Tenure Date: September 15, 2029  
Certification Status: Teaching Assistant, Level 1  
Annualized Salary: \$30,500
3. Name: Kimberly Forster  
Position: Teaching Assistant  
Tenure Area: Teaching Assistant  
Effective Date: September 19, 2025  
Tentative Tenure Date: September 19, 2029  
Certification Status: Teaching Assistant, Level 1  
Annualized Salary: \$30,500

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

**TEMPORARY  
APPOINTMENTS  
2025 – 2026**

Approve the following Temporary Appointments for the 2025 – 2026 School Year:

1. Name: Marcie Frasier  
Position: Teaching Assistant  
Effective Date: October 6, 2025  
Annualized Salary: \$35,750  
Certification Status: Uncertified

2. Name: Aubrey Sherman  
Position: Teaching Assistant  
Effective Date: October 8, 2025  
Annualized Salary: \$30,500  
Certification Status: Uncertified

3. Name: Paul Licourt  
Position: Teaching Assistant  
Effective Date: October 6, 2025  
Annualized Salary: \$30,500  
Certification Status: Uncertified

HOURLY CIVIL  
SERVICE  
APPOINTMENTS  
2025 – 2026

Appoint the following person(s) to an hourly Civil Service Appointment for the 2025 – 2026 School Year:

Accountant, \$32/hr  
Lisa Bulriss

Benefits Specialist, \$25/hr  
Amber Parrotte

TEMP-ON-CALL &  
SUBSTITUTE  
POSITIONS

Approve the following Temp-On-Call and Substitute positions for the 2025 – 2026 School Year:

<u>Name</u>	<u>Position</u>
Colbie Griffin	Bus Driver
Tyler Ero	Custodial Worker
Bridget Riley	Food Service Helper
Brenda Speshock	Registered Nurse (Schools)
Shelby Midgett	Teacher Aide/ Student Aide
Michael Mitchell	Teacher Aide/ Student Aide
Ashely LaValley	Teacher Aide/ Student Aide
Brenda Speshock	Teaching Assistant
Heather Stranahan	Teaching Assistant
Sandra Pearl	Teaching Assistant ( <i>pending fingerprint clearance</i> )
Brenda Speshock	Teacher
James Thomsen	Teacher
Sandra Pearl	Teacher

ADDITIONAL WORK  
2025 – 2026

Approve the following Additional Work for the 2025 – 2026 School Year:

<u>Continuation of Normal Work Year Duties, hourly rate of pay</u>	
Kayla Laughlin	Not-to-exceed 13 hours
Jocelyn Lopez	Not-to-exceed 8 hours
Mandi Spofford	Not-to-exceed 1 hour

<u>Classroom Moves, hourly rate of pay per contract</u>	
Brianna Burnham	Not-to-exceed 6 hours

<u>Trainings, hourly rate of pay per contract</u>	
Tera Filion Potts (Ignite Training)	Not-to-exceed 12 hours
Robert Holt (CALM Training)	Not-to-exceed 2 hours
Christopher Falvey (CALM Training Prep)	Not-to-exceed 2 hours

<u>Stipend Positions, Compensation per collective bargaining agreement</u>	
Madison Peryea	Animal Science Stipend, Plattsburgh
Melissa Gough	PBIS Coordinator, Mineville

INTERNAL AUDIT  
CONTRACT  
EXTENSION

Mr. Murdock moved, seconded by Mrs. LaRocque, that the Board approve a contract extension for Management Advisory Group of N.Y., Inc. of Catskill, NY for Internal Audit Services for the annual audit of all funds of the BOCES, for the 2025 – 2026, 2026 – 2027, and 2027 – 2028 school years. The fees are contingent upon Audit Committee approval and the Boards’s annual appointment of Management Advisory Group of N.Y., Inc. as an internal auditor and are not to exceed the following:

2025 – 2026	\$10,500
2026 – 2027	\$12,500
2027 – 2028	\$13,500

All Board Members present voted yes—motion carried.

CORRECTIVE  
ACTION PLAN

Mrs. LaRocque moved, seconded by Mrs. Saunders, that the Board approve the Corrective Action Plan in response to the 2024 – 2025 Internal Audit Risk Assessment Final Report.

All Board Members present voted yes—motion carried.

CONFERENCE/  
WORKSHOP  
ATTENDANCE

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

1. Leisa Boise  
2025 Rural Schools Association Board of Directors Retreat  
November 7 – 8, 2025  
OCM BOCES, Liverpool, NY (Overnight accommodations needed)

All Board Members present voted yes—motion carried.

52-WEEK CIVIL  
SERVICE  
PROBATIONARY  
APPOINTMENT  
PARROTTE

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

1. Name: Amber Parrotte  
Position: Benefits Specialist  
Effective Date: November 1, 2025



Tentative Permanent Date: November 1, 2026  
Annualized Salary: \$45,000

All Board Members present voted yes—motion carried.

LEAD EVALUATOR  
CERTIFICATIONS

Mr. Murdock moved, seconded by Mrs. LaRocque to approve the following Lead Evaluator Certifications:

1. The individual listed below have attended various CVES in-house meetings and state, regional and/or local professional development offerings, most recently Gearing Up on August 21, 2025 and day two of training on October 6, 2025, to be considered by the CVES BOCES for initial certification as Lead Teacher Evaluator:

Lesley Ramos

2. The individuals listed below have attended various CVES in-house meetings and state, regional and/or local professional development offerings, most recently Lead Evaluator Refresher Training on October 6, 2025 to be considered by the CVES BOCES for recertification as Lead Teacher Evaluators:

Mark Brown

All Board Members present voted yes—motion carried.

NEXT BOARD  
MEETING

The next Board meeting will be held on Wednesday, November 12, 2025, at the Yandon Dillon Educational Center in Mineville, NY. An anticipated Executive Session will begin at 6:00 pm, with the monthly meeting following.

ADJOURNMENT

Mr. Murdock moved, seconded by Ms. Wotton, to adjourn the meeting at 8:53 pm. All Board Members present voted yes—motion carried.

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