

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

DATE: November 12, 2025  
KIND OF MEETING: Regular Board Meeting  
PLACE: Yandon-Dillon Educational Center, Mineville, NY

Board Members Present:

Leisa Boise  
Bob Bourgeois  
Patricia Gero  
Ed Marin  
Bruce Murdock  
Emily Phillips  
Emily Reynolds Bergh  
Lori Saunders  
Michael St. Pierre  
Eddie Webbinaro  
Donna Wotton

Board Members Absent:

Kathy Comins-Hunter  
Dina Garvey  
Richard Harriman, Sr.  
Donna LaRocque

Others Present:

Amy Campbell  
Dr. Matthew Slattery  
Joe Coakley

Executive Officer:

Dr. Eric Bell

Board Clerk:

Katelyn Smart

Student Board Members Present:

Logan Yeager

MEETING  
TO ORDER

President Michael St. Pierre called the meeting to order at 6:00 pm.

EXECUTIVE  
SESSION

Mr. Murdock moved, seconded by Mrs. Boise, that the Board go into Executive Session at 6:01 pm for the following reasons: #5 - A matter of collective negotiations pursuant to article 14 of Civil Service Law (the Taylor Law); 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.

Emily Reynolds Bergh entered Executive Session at 6:09 pm.

During Executive Session, Dr. Eric Bell, CVES Deputy Superintendent, served as the Chief Executive Officer in the absence of District Superintendent Dr. Mark Davey. President Michael St. Pierre reviewed the revised District Superintendent's contract addendum and related updates, as recommended by Mrs. Jacqueline Kelleher, Esq., CVES Legal Counsel. Dr. Bell then provided the Board with confidential updates on the CVES facilities expansion, including discussion of the Option to Lease terms for the prospective Mineville Campus Expansion Property, which is currently under contract and recommended for approval at the Board meeting. Additionally, Dr. Bell reviewed one Labor Relations topic, specifically CVES' collaboration with Clinton County Civil Service to establish a School Resource Officer (SRO) title

Mr. Murdock moved, seconded by Mr. Webbinaro, that the Board come out of Executive Session at 6:19 pm. All Board Members present voted yes—motion carried.

**CVES FACILITIES  
EXPANSION &  
CAPITAL PROJECT  
UPDATE**

Mrs. Saunders entered the meeting at 6:21 pm.

Dr. Bell began the CVES Facilities Expansion and Capital Project Update presentation with an overview of the progress at the new CTE Center in Plattsburgh. He shared current photos of the on-going construction and noted that crews are moving quickly on the framing to ensure the building is sealed before winter. Dr. Bell highlighted the expansive high-bay windows, designed to bring natural light into each instructional space and enhance the learning environment.

Next, Dr. Bell transitioned to the Essex County Expansion. He outlined the significant advantages the new facility will bring, emphasizing that renovating and adding onto the existing building would be cost-prohibitive over time. The new building design offers substantial cost savings to districts, and approximately two-thirds of the project will be aided through BOCES Aid. The facility will also support program expansion, additional classrooms, and modern learning spaces. Dr. Bell noted that the Option to Lease agreement for this project appears on the Board agenda for approval, with a CVES press release scheduled for distribution tomorrow.

Finally, Dr. Bell updated the Board on the Outdoor Educational Space Project. While the project has experienced some timeline setbacks, it is now positioned to move forward. He informed the Board that the project is currently over budget, largely due to necessary drainage repairs on the existing site. Dr. Bell stated that he will be requesting Board approval in December for a budget increase, which is anticipated to be funded through remaining Phase 2 project funds already in place.

**DS UPDATE**

Dr. Bell began the DS Update by noting that CVES has completed the first quarter of the 2025 – 2026 school year, with enrollment higher than ever before. He shared that he and Dr. Davey will soon begin the 2025 – 2026 component district Board visits, which this year will focus on the Management Services Division, ongoing facilities expansion, and a personalized review of the BOCES services utilized by each district. As part of these visits, Dr. Bell will outline each district's BOCES Aid generated, and the net cost associated with their services.

Dr. Bell reminded the Board that the CVES Holiday Board Dinner, hosted by CV-TEC Culinary students, will take place on December 10<sup>th</sup>, immediately followed by the December Board Meeting. The Board received the menu for review and their dinner selection.

Third, Dr. Bell then shared highlights from the 2025 Fall BOCES Expo, which was attended by several CV-TEC staff members and administrators, Dr. Eric Bell, Ms. Amy Campbell, and Mrs. Michele Friedman, along with Dr. Davey. Two CV-TEC students participated in the event and had opportunities to speak with guests including

Chancellor Dr. Chester Young and Commissioner Dr. Betty Rosa. Dr. Davey also provided a tour of the NYSED building for the attending CVES staff and students.

Next, Dr. Bell expressed appreciation to the Board members who attended the RSA Rural Schools Forum held at CVES on October 28<sup>th</sup>, as well as those who participated in the CEWW Clinton-Essex School Boards Association Meeting on November 5<sup>th</sup>. That evening's program, led by Regent Dr. Roger Catania and Senior Deputy Commissioner Dr. Jeffrey Matteson, focused on NYSED's *NY Inspires* and the *Portrait of a Graduate* initiative.

Lastly, Board members were invited to share their experiences from the 2025 NYSSBA Annual Convention, held October 23 – 25. This year's keynote session, led by Dr. Tim Shriver, in presentation *Achieving Dignity for All* emphasized themes of communication, kindness, humility, and respect.

Dr. Bell concluded by reminding members that the Audit Committee Meeting, Holiday Board Dinner, and December Board Meeting will all be held at CV-TEC on the CVES Plattsburgh Campus on December 10<sup>th</sup>, 2025, with the proposed Executive Session beginning at 7:30 pm.

PREVIOUS  
MINUTES

Mr. Murdock moved, seconded by Mrs. Boise, to approve the Draft Minutes from the October 8, 2025, Regular Board meeting as presented. All Board Members present voted yes—motion carried.

CONSENT AGENDA  
FINANCIAL

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

TREASURERS  
REPORT

Approve the Treasurer's Report from Sept. 1, 2025 – Sept. 30, 2025

EXTRACLASSROOM  
TREASURER'S  
REPORTS

Approve the Extraclassroom Treasurer's Report from August & September.

CERTIFICATION OF  
WARRANT

Approve the Certification of Warrant for October 1, 2025, to October 31, 2025.

CROSS-CONTRACT  
BUDGETS

Approve the following cross-contract budgets:

1. Approve the Planning – Western Suffolk BOCES budget (Co-Ser 627) in the amount of \$17,900 for the 2025 – 2026 school year, to accommodate for a Cross Contract with Western Suffolk BOCES (Northeastern Clinton). (S<sup>3</sup>)
2. Approve the STAC Services – Questar III BOCES (Co-Ser 629) in the amount of \$3,849 for the 2025 – 2026 school year, to accommodate for a Cross Contract with Questar III BOCES (Chazy). (Mgmt. Svcs)

3. Approve the Food Service – Southern Westchester BOCES (Co-Ser 637) in the amount of \$9,307 for the 2025 – 2026 school year, to accommodate for a Cross Contract with Southern Westchester BOCES (Crown Point). (Mgmt. Svcs)

**CROSS CONTRACT  
BUDGET  
INCREASES**

Approve the following cross-contract budget increases:

1. Increase the Virtual Summer School – Capital Region BOCES budget (Co-Ser 459) from \$8,762 to \$10,492 for the 2025 – 2026 school year, to accommodate for an additional cross-contract with Capital Region BOCES (Saranac). (S<sup>3</sup>)
2. Increase the Computer Services Admin – Capital Region BOCES budget (Co-Ser 604) from \$3,214,110 to \$3,221,000 to accommodate for an additional cross-contract with Capital Region BOCES (Northern Adirondack). (S<sup>3</sup>)
3. Increase the CIT Web Services – Nassau BOCES budget (Co-Ser 619) from \$7,941 to \$18,815 for the 2025 – 2026 school year, to accommodate for an additional cross-contract with Nassau BOCES (Beekmantown). (S<sup>3</sup>)
4. Increase the Voice & Electronic Communication Service – Capital Region BOCES budget (Co-Ser 623) from \$205,403 to \$208,283, to accommodate for an additional cross-contract with Capital Region BOCES (Crown Point). (S<sup>3</sup>)
5. Increase the Policy Update Service – Erie I BOCES budget (Co-Ser 659) from \$5,500 to \$10,500 for the 2025 – 2026 school year, to accommodate for an additional cross-contract with Erie I BOCES (Schroon Lake). (S<sup>3</sup>)

**BUDGET  
INCREASES**

approve the following budget increases:

1. Increase the Data Analytics budget (Co-Ser 645) from \$257,030 to \$277,350 for the 2025 – 2026 school year, to account for additional district requests (Boquet Valley, Bedford). (S<sup>3</sup>)
2. Increase the Instructional Technology budget (Co-Ser 564) from \$2,045,560 to \$2,545,560 for the 2025 – 2026 school year, to account for additional district requests (Peru). (S<sup>3</sup>)

**SPECIAL AID FUND  
PROJECT**

Approve the following Special Aid Fund project:

1. Perkins V Special Aid Fund project in the amount of \$123,242 for the period of July 1, 2025, through June 30, 2026. (CV-TEC)

**CASH COLLECTOR**

Authorize the following cash collector:

1. Authorize Adele Huchro to collect money pertaining to Work Experience Program Activities at Mineville campus.

DONATIONS

Approve the following donations:

1. 1999 Ford Ranger from Maria Bagneschi. The vehicle donated will be utilized in the Automotive Technology program within the CV-TEC Mineville division.
2. Various medical supplies. The items donated will be utilized throughout the CV-TEC programs.

AUDIT COMMITTEE MEETING HIGHLIGHTS

Audit Committee Meeting Highlights – May 14, 2025 (Info. Only)

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 FOR THE PURPOSE OF RETIREMENT BANKER

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

1. Lisa Banker, Cosmetology Teacher, effective November 21, 2025

Dr. Bell paused the meeting to acknowledge Lisa Banker's 16 years with CVES. Ms. Amy Campbell spoke about her years at CVES. She was a SkillsUSA advisor and supported students as they transition into the work environment. We wish her all the best.

RESIGNATION(S) LONG, HOLT, SIMPSON, LINDSAY-FRENCH, MARTINEZ, MILLS, TALLMAN, PATEL, & ST MARIE

Accept the following letter(s) of resignation:

1. Deborah Long, Typist, effective October 25, 2025
2. Robert Holt, Registered Behavior Technician, effective October 28, 2025
3. Kiera Simpson, Teaching Assistant, effective November 2, 2025
4. Denice Lindsay-French, Teacher Aide/ Student Aide, effective November 7, 2025
5. Tanya Martinez, Teacher Aide/ Student Aide, effective November 8, 2025
6. Michael Mills, Teacher Aide/ Student Aide, effective October 21, 2025, for the purpose of accepting a Teaching Assistant position
7. Lisa Tallman, Graphics Arts Teacher, effective November 3, 2025, for the purpose of accepting a Work Based Learning Specialist position
8. Chirag Patel, Account Clerk/Typist, effective November 17, 2025, for the purpose of accepting a Junior Accountant position
9. Nancy St Marie, Teaching Assistant, effective November 20, 2025, for the purpose of accepting a 20% FTE Art Teacher position.

PERMANENT APPOINTMENTS (CIVIL SERVICE) RYAN, BARBER, & DONAH

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

1. Kristen Ryan, Account Clerk/Typist, effective November 18, 2025
2. Renee Barber, Teacher Aide/ Student Aide, effective November 19, 2025
3. Savannah Donah, Teacher Aide/ Student Aide, effective November 28, 2025

**52-WEEK CIVIL  
SERVICE  
PROBATIONARY  
APPOINTMENTS**

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

1. Name: Sheyanne Boyle  
Position: Teacher Aide/ Student Aide  
Effective Date: November 6, 2025  
Tentative Permanent Date: November 6, 2026  
Annualized Salary: \$22,500
  
2. Name: Tanya Martinez  
Position: Teacher Aide/ Student Aide  
Effective Date: November 6, 2025  
Tentative Permanent Date: November 6, 2026  
Annualized Salary: \$22,500
  
3. Name: Samantha Buckson  
Position: Teacher Aide/ Student Aide  
Effective Date: November 6, 2025  
Tentative Permanent Date: November 6, 2026  
Annualized Salary: \$22,500
  
4. Name: Chirag Patel  
Position: Junior Accountant  
Effective Date: November 17, 2025  
Tentative Permanent Date: November 17, 2026  
Annualized Salary: \$43,000

**PROVISIONAL CIVIL  
SERVICE  
APPOINTMENT**

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

1. Name: Rachel Schweikert  
Position: Purchasing Clerk  
Effective Date: October 20, 2025  
Annualized Salary: \$38,000

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

**FOUR-YEAR  
PROBATIONARY  
APPOINTMENT**

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

1. Name: Kathleen Boyles (was temporary)  
Position: Teaching Assistant  
Tenure Area: Teaching Assistant

Effective Date: September 18, 2025  
Tentative Tenure Date: September 18, 2029

2. Name: Lisa Tallman  
Position: Work-Based Learning Specialist  
Tenure Area: Instructional Support Services in Work-Based Learning  
Effective Date: November 3, 2025  
Tentative Tenure Date: November 3, 2029  
Certification Status: Media Communications 7-12, Initial Certificate  
Annualized Salary: \$62,315
  
3. Name: Robert Holt  
Position: Teaching Assistant  
Tenure Area: Teaching Assistant  
Effective Date: December 1, 2025  
Tentative Tenure Date: December 1, 2029  
Certification Status: Teaching Assistant Level 1  
Annualized Salary: \$32,959

(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: Michael Mills  
Position: Teaching Assistant  
Effective Dates: October 21, 2025 – June 30, 2026  
Annualized Salary: \$30,500  
Certification Status: Uncertified
  
2. Name: Nancy St Marie  
Position: Art Teacher 20%  
Effective Dates: November 21, 2025 – June 30, 2026  
Certification Status: Teaching Assistant, Level 1  
Annualized Salary: \$10,400

ADULT EDUCATION  
COURSE  
INSTRUCTORS  
2025 – 2026

Approve the following Adult Education Course Instructors for the 2025 – 2026 School Year:

Adult Education, \$35/hr  
Faye Dayton  
Tanner Whalen

FACILITATORS  
2025 – 2026

Approve the following Facilitators for the 2025 – 2026 school year:

Facilitators, \$30/hr  
Tracie McCarthy (*pending fingerprint clearance*)  
Crystal Farrell (*pending fingerprint clearance*)  
Abby Leonard  
Savannah Therrien

TEMPORARY  
GRANT  
APPOINTMENT  
JULY 1, 2025 –  
DECEMBER 30, 2025

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

Nevaeh Gumlaw, Work Study Student, not-to exceed 80 hours at \$15.50/hr (*pending fingerprint clearance*)

TEMP-ON-CALL &  
SUBSTITUTE  
POSITIONS  
2025 – 2026

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

<u>Name</u>	<u>Position</u>
Kellylynn Watson	Bus Driver
Sydney Myers	Clerk
Mutawkilu Mohammed	Computer Lab Assistant
Stuart Bailey	Teacher
Samantha Parker	Teacher
Stuart Bailey	Teaching Assistant
Samantha Parker	Teaching Assistant
Robert Holt	Teaching Assistant
Nancy St Marie	Teaching Assistant

ADDITIONAL WORK  
2025 – 2026

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

Continuation of Normal Work Year Duties, hourly rate of pay  
Meagan Whitman Not-to-exceed 20 hours  
Donna Wyant Not-to-exceed 1 hour  
Eric Pollard Not-to-exceed 21 hours  
Nancy St Marie (Art Teacher) Not-to-exceed 30 hours

Curriculum Development, hourly rate of pay per contract  
Charles Johnson Not-to-exceed 15 hours

REVISED POLICY  
FIRST READ

Revised Policy First Read:  
#8160 CVES District-Wide School Safety Plan

OPTION TO LEASE

Mr. Murdock moved, seconded by Mrs. Boise, to Recommend authorization of the District Superintendent to enter into an agreement, pending attorney approval, for an Option to Lease agreement between the Clinton-Essex-Warren-Washington BOCES and CIDC Essex, LLC, 15375 Blue Fish Circle, Lakewood Ranch, FL 34202. CIDC Essex, LLC is granting an Option to Lease a new CVES Facility to be built at a location to be determined in Essex County. BOCES will pay \$1,800,000. The contract period commences when the Option to Lease is executed and is effective for a period of fourteen months.

All Board Members present voted yes—motion carried.

NEXT BOARD MEETING

The next Board meeting will be held on Wednesday, December 10, 2025, at the CV-TEC Campus in Plattsburgh, NY. An anticipated Executive Session will begin at 7:30 pm, with the monthly meeting following.

ADJOURNMENT

Mr. Murdock moved, seconded by Mrs. Boise, to adjourn the meeting at 7:03 pm. All Board Members present voted yes—motion carried.

  
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Katelyn Smart, Board Clerk