

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

DATE: January 14, 2026  
KIND OF MEETING: Regular Board Meeting  
PLACE: Yandon-Dillon Educational Center, Mineville, NY

Board Members Present:

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

Board Members Absent:

Bob Bourgeois  
Dina Garvey  
Donna LaRocque  
Ed Marin

Others Present:

Dr. Eric Bell  
Amy Campbell  
Dr. Matthew Slattery  
Susan Wilson

Executive Officer:

Dr. Mark Davey

Board Clerk:

Katelyn Smart

MEETING  
TO ORDER

President Michael St. Pierre called the meeting to order at 6:04 pm.

EXECUTIVE  
SESSION

Mr. Murdock moved, seconded by Mrs. Saunders, that the Board go into Executive Session at 6:05 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.

During Executive Session, the Board received a confidential construction update related to Phase II work at the Plattsburgh Campus, including change orders and contractual expenses to improve the capacity of the RISE HVAC system. In addition, Dr. Davey provided the Board with a confidential personnel matter update and discussed a position proposal to add an Account Clerk/Typist in School Support Services (S<sup>3</sup>) in response to continued program expansion and growth.

Mr. Murdock moved, seconded by Mrs. Boise, that the Board come out of Executive Session at 6:21 pm. All Board Members present voted yes—motion carried.

CVES CAPITAL  
PROJECT UPDATE

Dr. Davey introduced Mr. Garrett Hamlin and Mr. James Bouffard of Tetra Tech Architects and acknowledged the firm's impactful work and long-standing partnership with CVES. Tetra Tech has served as CVES's architectural firm since 2014 and has led numerous capital projects on behalf of the organization. Mr. Hamlin and Mr. Bouffard then provided capital project updates, focusing on Phase II HVAC improvements at the Plattsburgh Campus and the Rise Center for Success, including

equipment challenges and related change orders recommended for Board approval. Board members had the opportunity to ask questions, and Tetra Tech concluded by commending the CVES Operations and Maintenance team for their support and problem-solving efforts. Dr. Bell also shared updates on the Essex County building process and the new CTE Center in Plattsburgh, noting that both projects remain on schedule, and advised that the Outdoor Learning Space at the Rise Center is temporarily on hold due to winter weather.

2025 – 2026  
STRATEGIC PLAN  
MID-YEAR UPDATE  
PRESENTATION

Dr. Davey opened the 2025–2026 Strategic Plan Mid-Year Update by recognizing the District Planning Team (DPT) and the important work they have undertaken. Mr. Harriman Sr. and Mrs. Saunders serve as the Board’s representatives on this team, reflecting CVES’s strong commitment to collaboration as an organizational strength and a core part of how the organization supports its staff. Dr. Davey also emphasized that the leadership of the CVES leadership team has been invaluable in advancing this work. He noted that this marks the 12<sup>th</sup> year of strategic planning at CVES and highlighted that the Strategic Plan remains active, evolving, and advancing.

Ms. Amy Campbell, Assistant Superintendent for Educational Services, elaborated on the work of the DPT and presented the important items for the CV-TEC division. CV-TEC is focusing on Portrait of a Graduate and onboarding as well as retention of staff. CV-TEC is focused on how they provide coaching and support to their team members.

Dr. Eric Bell, Deputy Superintendent, then provided an overview of Management Services, which he described as the foundational division of CVES. With more than fifty employees, the division is experiencing unprecedented growth. As a highlight, Dr. Bell noted that the Benefits Coordination Office, which began in 2020 with one employee, has now generated more than \$100 million in savings for taxpayers.

Dr. Matthew Slattery, Executive Director of Special Education, followed with the mid-year update for the Rise Center for Success, emphasizing the division’s focus on investing in the future. The Rise Center is preparing for growth over the next four years, supported by additional space made available through the construction of the new CTE Center. He also highlighted the expansion of behavioral supports for students and the importance of continued investment in staff to support this growth.

Mrs. Susan Wilson, Director of School Support Services (S<sup>3</sup>), presented an update highlighting the division’s focus this year on collaboration and strengthening relationships. She emphasized the importance of staff meetings that build awareness and shared understanding of each role’s impact, noting that while individuals have distinct responsibilities, coming together supports effective service delivery. Ms. Wilson also shared that S<sup>3</sup> is developing a needs assessment survey targeted for distribution in February and has begun offering professional development opportunities for non-instructional staff through the Clerical Co-Ser.

Ms. Campbell provided an overview of the CVES Annual Staff Survey, noting that the 2026 survey will continue to use the same questions as the 2025 survey. The District Planning Team (DPT) agreed to maintain consistency in the survey instrument, with continued emphasis on recruitment and staff commitment as key priorities for 2026.

Dr. Davey concluded the presentation by expressing his sincere appreciation to the Board for its continued leadership, guidance, and unwavering commitment to the CVES Strategic Plan. He emphasized that this shared dedication remains essential as the organization continues to move forward in support of students, staff, and component districts. He also extended special recognition to Mrs. Saunders and Mr. Harriman, Sr., for their many years of dedicated service to the Board and to CVES, thanking them for their leadership, commitment, and valued contributions on behalf of the organization.

DS UPDATE

Dr. Davey opened the District Superintendent's Update by highlighting the many trainings and events taking place across CVES. He and Dr. Bell helped introduce a video message from Commissioner Richard A. Ball, New York State Commissioner of Agriculture, which featured local farms and employees discussing CVES's farm-to-table food programs that support student learning.

Dr. Davey then shared highlights from a letter he submitted to the New York State Education Department (SED) regarding the upcoming retirement of Mr. Dale Breault, District Superintendent of Franklin-Essex-Hamilton (FEH) BOCES. As part of this process, District Superintendents from contiguous BOCES are asked to complete a survey letter providing input on whether any changes to the design or structure of a neighboring BOCES should be considered. Dr. Davey also provided additional District Superintendent and SED updates for the Board's information, sharing highlights from his December District Superintendents meeting.

Board members were reminded of the upcoming Legislative Breakfast in Lake Placid scheduled for February 13, 2026. In addition, Dr. Davey shared information about an upcoming School Boards Dinner to be held at CVES in Plattsburgh, focused on "*Leveraging BOCES Services*," encouraging Board members and component districts to attend.

Dr. Davey concluded his update by reminding the Board that the February Board Meeting will be held on February 11, 2026, at the CVES Learning Hub Conference Center in Plattsburgh, with the proposed Executive Session scheduled to begin at 6:00 p.m. He noted that the meeting will include the presentation of the 2026 – 2027 Proposed CVES Budget and accompanying budget video, for the Board's approval to print and share the budget with our component districts. This approval will be provided in advance of the budget presentation scheduled for the following day with the region's Chief School Officers and business officials.

PREVIOUS  
MINUTES

Mr. Murdock moved, seconded by Mr. Webbinaro, to approve the Draft Minutes from the December 10, 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.

TREASURER'S  
REPORT

Approve the Treasurer's Report from November 30, 2025.

EXTRACLASSROOM  
TREASURER'S  
REPORTS

Approve the Extraclassroom Treasurer's Report from November 30, 2025.

CERTIFICATION OF  
WARRANT

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

MANAGEMENT  
SERVICES BUDGET  
INCREASES

Approve the following Management Services budget increases:

1. Increase the Health/Workers Compensation Insurance Coordination and Employee Benefit Plan Administration budget (Co-Ser 602) from \$1,068,875 to \$1,190,316 for the 2025 – 2026 School Year to accommodate for new service requests (Crown Point, Ticonderoga, Willsboro, St. Regis Falls, Lake Placid, Chateaugay) and increased costs to be reimbursed by the CEWW Health Insurance Consortium.  
(Management Services)
2. Increase the Central School Food Management budget (Co-Ser 642) from \$714,872 to \$733,872 for the 2025 – 2026 School Year to accommodate for a new service request with Plattsburgh City SD. (Management Services)
3. Increase the GASB 75 – Post-Retirement Benefit Analysis budget (Co-Ser 655) from \$208,205 to \$217,060 for the 2025 – 2026 School Year to accommodate for a renewed service request with Oswego City SD. (Management Services)
4. Increase the Central Business Office budget (Co-Ser 675) from \$808,000 to \$862,604 for the 2025 – 2026 School Year to accommodate for new and additional service requests (Boquet Valley, Keene, Peru, Plattsburgh, and Schroom Lake). (Management Services)

RISE CENTER  
BUDGET  
INCREASES

Approve the following budget increases:

1. Increase the 8:1:2 Life Skills budget (Co-Ser 209) from \$8,032,697 to \$9,153,643 for the 2025 – 2026 School Year to accommodate for increases in student enrollment and associated related services. (Rise Center)
2. Increase the 6:1:3 Autism budget (Co-Ser 205) from \$5,870,370 to \$6,469,242 for the 2025 – 2026 School Year to accommodate for increases in student enrollment and associated related services. (Rise Center)

3. Increase the 8:1:2 Academic / Behavior budget (Co-Ser 211) from \$6,343,901 to \$6,701,113 for the 2025 – 2026 School Year to accommodate for increases in student enrollment and associated related services. (Rise Center)
4. Increase the Severe Social Emotional Hospital Education Program (Co-Ser 441) from \$131,742 to \$132,868 for the 2025 – 2026 School Year to accommodate for increases in student enrollment and associated related services. (Rise Center)
5. Increase the Speech a la Carte (Co-Ser 703) from \$1,343,510 to \$1,590,925 for the 2025 – 2026 School Year to accommodate for increases in student enrollment and associated related services. (Rise Center)
6. Increase the Assistive Technology a la Carte (Co-Ser 707) from \$86,632 to \$92,412 for the 2025 – 2026 School Year to accommodate for increases in student enrollment and associated related services. (Rise Center)
7. Increase the Behavioral Support a la Carte (Co-Ser 718) from \$640,670 to \$725,890 for the 2025 – 2026 School Year to accommodate for increases in student enrollment and associated related services. (Rise Center)
8. Increase the Teacher of the Deaf a la Carte (Co-Ser 720) from \$49,929 to \$114,835 for the 2025 – 2026 School Year to accommodate for increases in student enrollment and associated related services. (Rise Center)
9. Increase the Physical Education (Co-Ser 714) from \$208,766 to \$219,434 for the 2025 – 2026 School Year to accommodate for increases in student enrollment and associated related services. (Rise Center)

SPECIAL AID FUND  
PROJECT

Approve the following Special Aid Fund project:

1. Core Rehabilitation Services (CRS) Special Aid Fund project, in the amount of \$482,715 for the period of January 1, 2026 through December 31, 2026. (Rise Center)

SPECIAL AID FUND  
PROJECT BUDGET  
INCREASE

Approve the following Special Aid Fund project budget increase:

1. Increase the Core Rehabilitation Service (CRS) Special Aid Fund project budget from \$900,000 to \$920,000 for the period of January 1, 2025, through December 31, 2025, due to the increase of services provided. (Rise Center)

CHANGE FUND  
CUSTODIAN

Authorize the following change fund custodian:

1. Authorize Alma Medina to be a custodian of a change fund of \$200 for Cosmetology II at the Mineville campus.

CASH COLLECTOR Authorize the following cash collector:

1. Authorize Alma Medina to be a cash collector for Cosmetology II at the Mineville campus.

EXTRA CURRICULAR STUDENT ACTIVITY FUND ADVISORS Authorize the following 2025 – 2026 Extra Curricular Student Activity Fund Advisors:

2025 – 2026 Extra Curricular Student Activity Fund Club Advisors  
Club Advisors will receive NO additional Compensation

SkillsUSA (Mineville)	Elizabeth Otto
Cosmetology (Reflections)	from Lisa Banker to Kylee Gonyea (Co-Advisor)
Cosmetology (The Razor’s Edge) (Mineville)	from Kylee Gonyea to Alma Medina

CHANGE ORDERS Approve the following Change Orders:

1. Recommend that the Board approve a Change Order from Pipeline Mechanical of Plattsburgh, LLC of Plattsburgh, NY in the amount of \$63,521.44 for Phase 2 of the voter approved “Capital Improvement Project” to provide energy recovery coil with glycol recirculation piping. (Administration)
2. Recommend that the Board approve a Change Order from Pipeline Mechanical of Plattsburgh, LLC of Plattsburgh, NY in the amount of \$50,594.36 for Phase 2 of the voter approved “Capital Improvement Project” to provide bypass ductwork and controls for proper economizing of HVAC system. (Administration)
3. Recommend that the Board approve a Change Order from Pipeline Mechanical of Plattsburgh, LLC of Plattsburgh, NY in the amount of \$59,768.19 for Phase 2 of the voter approved “Capital Improvement Project” to provide fresh air filter room to protect all mechanical room equipment and duct work. (Administration)

AUDIT COMMITTEE HIGHLIGHTS Audit Committee Meeting Highlights – October 8, 2025 (Info. Only)

REMOVE FROM CONSENT AGENDA PERSONNEL Mr. Murdock moved, seconded by Mrs. Boise to remove the following person from Enclosure 19 in the Consent Agenda Personnel:

Katrina Brown, Teacher Aide/ Student Aide, effective February 2, 2026

All Board Members voted yes—motion carried.

CONSENT AGENDA PERSONNEL Mr. Webbinaro moved, seconded by Mrs. Boise, to approve the following Consent Agenda Personnel items as amended. All Board Members voted yes—motion carried.

RESCIND  
EMPLOYMENT  
AGREEMENT  
MAJOR

Rescind the following employment agreement:

1. Recommend that the Board rescind the employment agreement between CVES BOCES and Brian Major, School Security Guard, that was approved at the December 10, 2025, Board Meeting.

RESCIND  
APPOINTMENT  
MAJOR

Rescind the following appointment from the December 10, 2025, Board Meeting:

1. Recommend that the Board appoint the following person(s) to an hourly provisional Civil Service appointment for the 2025 – 2026 school year as follows:

School Security Guard, \$35/hr

~~Brian Major~~

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

RESIGNATION FOR  
THE PURPOSE OF  
RETIREMENT

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

1. Sherry Snow, Student Services Coordinator, effective June 30, 2026

Dr. Davey paused the meeting to acknowledge Sherry Snow and what she has done for CVES. Mrs. Snow has been dedicated to CVES for 30 years. Ms. Campbell spoke about how active she has been with the Hospitality and Culinary Programs during her years here.

RESIGNATION(S)  
MUNSON, MILLS,  
PUCHRIK, & LOOBY

Accept the following letter(s) of resignation:

1. Daniel Munson, Teaching Assistant, effective September 9, 2025
2. Kayla Mills, Teacher Aide/ Student Aide, effective January 5, 2026
3. Tyler Puchrik, Culinary Arts Teacher, effective January 10, 2026
4. Charles Looby, Teacher Aide/ Student Aide, effective January 9, 2026, for the purpose of accepting a Teaching Assistant position

LEAVE OF  
ABSENCE  
LAPORTE

Approve the following Leave of absence:

1. Marky LaPorte, unpaid leave of absence, effective January 12, 2026 – February 13, 2026

PERMANENT  
APPOINTMENTS  
(CIVIL SERVICE)  
COON & MULLIGAN

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

1. Jeffrey Coon, Senior Building Maintenance Worker, effective January 30, 2026
2. Karin Mulligan, Purchasing Agent, effective January 31, 2026

Dr. Davey also acknowledged those being granted permanent appointments.

FOUR-YEAR  
PROBATIONARY  
APPOINTMENT

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

1. Name: Shanna Rivers (was temporary)

Tenure Area: Teaching Assistant  
Position: Teaching Assistant  
Effective Date: December 13, 2025  
Tentative Tenure Date: December 13, 2029  
Certification Status: Teaching Assistant, Level I

(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).

52-WEEK CIVIL  
SERVICE  
PROBATIONARY  
APPOINTMENTS

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

1. Name: Nancy Johnston  
Position: Account Clerk/ Typist  
Effective Date: December 22, 2025  
Tentative Permanent Date: December 22, 2026  
Annualized Salary: \$34,000
2. Name: Andrea Rongo  
Position: Teacher Aide/ Student Aide  
Effective Date: January 5, 2026  
Tentative Permanent Date: January 5, 2027  
Annualized Salary: \$22,500
3. Name: Lacey Agoney  
Position: Teacher Aide/ Student Aide  
Effective Date: January 5, 2026  
Tentative Permanent Date: January 5, 2027  
Annualized Salary: \$22,500

TEMPORARY  
APPOINTMENTS  
2025 – 2026

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

1. Name: Charles Looby  
Position: Teaching Assistant  
Effective Dates: January 9, 2026 – June 30, 2026  
Annualized Salary: \$30,500  
Certification Status: Uncertified
2. Name: Frederick Rowe  
Position: Teaching Assistant  
Effective Dates: January 12, 2026 – June 30, 2026  
Annualized Salary: \$30,500  
Certification Status: Uncertified

- 3. Name: Morgan Winn  
Position: Teaching Assistant  
Effective Dates: January 26, 2026 – June 30, 2026  
Annualized Salary: \$30,500  
Certification Status: Uncertified

INTERNS 2025 – 2026 Approve the following list of Intern(s) for the 2025 – 2026 school year:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Location</u>
Su-An Cho	Intern	\$16/hr	Centralized Business Office

ADULT EDUCATION COURSE INSTRUCTORS Approve the following Adult Education Course Instructors for the 2025 – 2026 school year:

Adult Education, \$35/hr  
Steven LaBarge

TEMP-ON-CALL & SUBSTITUTES 2025 – 2026 Approve the following Temp-On-Call and Substitute positions for the 2025 – 2026 School Year:

<u>Name</u>	<u>Position</u>
Angela Sivils	Teacher ( <i>pending fingerprint clearance</i> )
Angela Sivils	Teaching Assistant ( <i>pending fingerprint clearance</i> )
Samantha Parker	Teaching Assistant

ADDITIONAL WORK 2025 – 2026 SCHOOL YEAR Approve the following Additional Work for the 2025 – 2026 School Year:

<u>Continuation of Normal Work Year Duties, hourly rate of pay</u>	
Emily Rascoe	Not-to-exceed 2 hours
Morgan Koyste	Not-to-exceed 2 hours
Michael Mills	Not-to-exceed 2 hours
Savanna-Lin Frederick	Not-to-exceed 2 hours
Melissa Slagenweit	Not-to-exceed 2 hours

<u>Curriculum Development, hourly rate of pay per contract</u>	
Charles Johnson	Not-to-exceed 1 hour

<u>Stipend Positions, Compensation per collective bargaining agreement</u>	
Julie Adams	Employee Mentor x2
Sarah Agnew	Employee Mentor
Joanne Beaudry	Employee Mentor
Abram Benko	Employee Mentor
Chelsea Benway	Employee Mentor
Allison Bola	Employee Mentor
Lisa Briscoe	Employee Mentor
Ashley Brown	Employee Mentor
Suzanne Chrisman	Employee Mentor

Audrey Crucetti	Employee Mentor
Jacob Cummings	Employee Mentor x2
Kimberly Denton	Employee Mentor
Emily Duquette	Employee Mentor
Melissa Facteau	Employee Mentor
Christopher Falvey	Employee Mentor x4
Maiya Giroux	Employee Mentor
Melissa Gough	Employee Mentor x5
Jennifer Haley	Employee Mentor
Ryan Hanley	Employee Mentor
Christopher Huchro	Employee Mentor
Kathleen Kotsogiannis	Employee Mentor
Emily LaPorte	Employee Mentor
Kayla Laughlin	Employee Mentor
Jennifer Looby	Employee Mentor x4
Lynasia Rabideau	Employee Mentor
Latalya Randall	Employee Mentor
Alyssa Restrepo	Employee Mentor x3
Tonya Robinson	Employee Mentor x3
Nicole Santaniello	Employee Mentor
Brooke Stevens	Employee Mentor
Carrie Stone	Employee Mentor
Nichole Strong	Employee Mentor
Lisa Tallman	Employee Mentor
Susan Tourville	Employee Mentor
Angelina Waldron	Employee Mentor x3
Heidi Wells	Employee Mentor x2

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. Patricia Gero, Emily Phillips, Emily Reynolds Bergh, Lori Saunders, Michael St. Pierre, & Eddie Webbinaro  
2026 NYSSBA Legislative Breakfast  
February 13, 2026  
High Peaks Resort, Lake Placid, NY
2. Leisa Boise, Richard Harriman Sr.  
2026 Rural Schools Association Summer Conference  
July 12-14, 2026  
Lake Placid, NY (Overnight accommodations needed)

All Board Members present voted yes—motion carried.

2026 – 2027 SCHOOL  
CALENDAR  
ADOPTION

Mrs. Boise moved, seconded by Mrs. Saunders, that the Board adopt the school calendar for the following year as recommended by the CVES Component School District Calendar Committee:

2026 – 2027 School Calendar (attached)

All Board Members present voted yes—motion carried.

NEXT BOARD  
MEETING

The next Board meeting will be held on Wednesday, February 11, 2026, at the CVES Learning Hub Conference Center in Plattsburgh, NY. 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 7:41 pm. All Board Members present voted yes—motion carried.

**DRAFT**

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Katelyn Smart, Board Clerk