

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

DATE: February 11, 2026
KIND OF MEETING: Regular Board Meeting
PLACE: CVES Learning Hub Conference Center, Plattsburgh, NY

Board Members Present:

Patricia Gero
Richard Harriman, Sr.
Bruce Murdock
Emily Phillips
Lori Saunders
Michael St. Pierre
Eddie Webbinaro
Donna Wotton

Board Members Absent:

Leisa Boise
Bob Bourgeois
Kathy Comins-Hunter
Dina Garvey
Donna LaRocque
Ed Marin
Emily Reynolds Bergh

Others Present:

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

Student Board Members Present

Logan Yeager

Executive Officer:

Dr. Mark Davey

Board Clerk:

Katelyn Smart

MEETING
TO ORDER

President Michael St. Pierre called the meeting to order at 6:01 pm.

EXECUTIVE
SESSION

Mr. Murdock moved, seconded by Mr. Webbinaro, that the Board go into Executive Session at 6:02 pm for the following reasons: #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; #8 - A matter of the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by the School District if such discussion publicity would substantially affect the value thereof; and #9 - A matter related to a specific student of the district.

During Executive Session, the Board received confidential updates on several facilities planning and capital project activities, including progress associated with the Essex County expansion project lease planned for Board approval next month. Second, the Board was also provided with a labor relations update involving several confidential personnel staffing updates, and staff certification-related items. Third, Dr. Davey reviewed three position proposals for a new Assistant School Business Manager, a new Payroll/Purchasing Clerk for the CVES Central Business Office and establishing a new CVES Food Services Director position. Lastly, Dr. Davey provided a brief update on two litigation matters involving two students.

Mr. Harriman Sr. moved, seconded by Mr. Murdock, that the Board come out of Executive Session at 6:24 pm. All Board Members present voted yes — motion carried.

AUDIT COMMITTEE
UPDATE

Dr. Bell summarized the Audit Committee meeting held prior to the Board meeting. During the Audit Committee meeting, Claims Auditor Mrs. Nancy Vesco was introduced and provided an overview of her role and responsibilities. Second, CVES' Internal Auditor, Ms. Amy Skiff, met virtually with the Committee for her entrance conference. Ms. Skiff indicated that this year's Internal Audit will focus on revenues. In addition, the Audit Committee discussed CVES's reserves, and Board Committee members were given the opportunity to ask questions. Dr. Davey thanked the members of the Audit Committee, Dr. Bell, and Mrs. Myers for their support and assistance.

CVES PROPOSED
BUDGET
PRESENTATION

Dr. Davey and Dr. Bell, CVES' Deputy Superintendent, introduced the 2026 – 2027 CVES Proposed Budget presentation highlighting that CVES has created a new 9-minute video to present our CVES Proposed Budget, and a new 2026 – 2027 CVES Budget Booklet was created; the annual budget booklet has been reduced from 131 pages last year to approximately 30+ pages this year. The improvements are designed to help streamline the CVES budget and its highlights.

Dr. Davey started the CVES 2026 –2027 Proposed Budget Presentation emphasizing that the development process reflected careful fiscal planning, program stability, and responsiveness to growing and evolving student and district needs. He acknowledged the leadership and stewardship of the Budget Committee and excellence of our administrative and Management Services team throughout the budget process.

Next, Dr. Davey shared that the total proposed budget for 2026 –2027 is \$63,816,029, consisting of the Administrative, Capital and Rent, and Program Budgets. He identified highlights of maintaining a flat Administrative Budget, with retiree health insurance continuing as the primary cost driver, and a projected slight decrease in the amount charged to component districts. The Capital and Rent Budget was reviewed, noting the continued impact of the new CTE Center lease and reduced projected capital expenditures aligned with CVES' long-term financial planning. Dr. Davey then turned the presentation over to Dr. Eric Bell.

Dr. Bell presented the CV-TEC and Rise Center for Success program budget highlights, including sustained enrollment growth. Key drivers affecting program costs, including staffing, operational adjustments, and rising health insurance and utility expenses were presented. Additionally, Management Services and School Support Services budgets were also summarized, with their overall rate impacts described as modest and reflective of cost management efforts. Lastly, Dr Bell reviewed the financial impact of BOCES aid and surplus, noting the continued value of shared services and the significant reimbursement benefit to component districts.

Dr. Davey closed the presentation summarizing that the 2026 – 2027 CVES Proposed Budget reflects CVES's continued commitment to balancing fiscal responsibility with program stability, organizational sustainability, and strategic growth. He emphasized

that the budget remains responsive to enrollment trends, mindful of cost pressures, and aligned with regional priorities to support students and districts.

Next steps include the CVES Annual Meeting scheduled for April 1, 2026, followed by the Administrative Budget Vote and CVES Board Member Election on April 28, 2026. The Board asked several budget-related questions and thanked Dr. Davey, Dr. Bell and our CVES leadership team and Management Services staff for their hard work and time in creating the annual budget and materials.

2026 – 2027
EDUCATIONAL
PROGRAM &
FISCAL PLAN

Mr. Murdock moved, seconded by Mr. Webbinaro, to grant the approval to have the 2026 – 2027 CVES Educational Program and Fiscal Plan printed to share with the component districts. All Board Members present voted yes — motion carried.

CVES EXPANSION
UPDATE

Dr. Bell provided the CVES Capital Project and Expansion Update, highlighting progress on the new CTE Center under construction in Plattsburgh. He reported that approximately five months remain for BBL Construction to complete the building, with programming scheduled to begin in September 2026. Dr. Bell acknowledged the challenges associated with the project timeline and noted that the CVES team has responded with strong collaboration and problem-solving efforts. He emphasized that focused work will continue to ensure readiness for student occupancy in September 2026.

Dr. Bell concluded the update by presenting preliminary design images of the proposed Essex County facility, anticipated to open in 2028. He informed the Board that project plans are scheduled for submission to SED by March 20, 2026.

DS UPDATE

Dr. Davey began the District Superintendent's Update by sharing several CVES highlights. He then introduced Mrs. Michele Friedman, Executive Director of Career and Technical Education, who spoke about February being Career and Technical Education (CTE) Month. Mrs. Friedman highlighted the recent New Visions Applied Engineering and New Visions Medical events held in Mineville and Plattsburgh, noting strong participation from prospective students and families and emphasizing the value of these opportunities in supporting student awareness and engagement.

Next, Dr. Davey continued the update by highlighting the 2026 CVES publication, *Success Stories*, which was provided to the Board. He noted that the publication showcases student and staff accomplishments throughout the school year, with this edition featuring interviews with the CVES Student Board members.

Third, Dr. Davey concluded the update by providing information regarding the School Boards Dinner, originally scheduled for February 3rd. He explained that a rescheduled date is being coordinated and noted that the program will include legislative updates.

Lastly, Dr. Davey reminded the Board that the next CVES Board Meeting will be held on Wednesday, March 11, 2026, at 6 pm, at the CVES Mineville Campus in Mineville.

<u>PREVIOUS MINUTES</u>	Mr. Murdock moved, seconded by Mr. Harriman Sr., to approve the Draft Minutes from the January 14, 2026 Regular Board meeting as presented. All Board Members present voted yes—motion carried.
<u>CONSENT AGENDA FINANCIAL</u>	Mr. Murdock moved, seconded by Mr. Harriman Sr., to approve the following Consent Agenda Financial items as presented. All Board Members present voted yes—motion carried.
<u>TREASURER’S REPORT</u>	Approve the Treasurer’s Report from December 31, 2025.
<u>EXTRACLASSROOM TREASURER’S REPORTS</u>	Approve the Extraclassroom Treasurer’s Report from Dec. 31, 2025.
<u>CERTIFICATION OF WARRANT</u>	Approve the Certification of Warrant for Dec. 1, 2025 to Dec. 31, 2025.
<u>SPECIAL AID FUND PROJECT BUDGET INCREASE</u>	Approve the following Special Aid Fund project budget increase: <ol style="list-style-type: none">1. Increase the School Library System Basic Operating Aid (F947) from \$104,553 to \$109,221, for the period of July 1, 2025 through June 30, 2026, due to rollover funds from 2024-2025. (S³)2. Increase School Library System Supplemental Operating Aid (F956) from \$50,987 to \$57,488, for the period of July 1, 2025 through June 30, 2026, due to rollover funds from 2024-2025. (S³)3. Increase School Library System Categorical Aid for Automation (F949) from \$10,455 to \$15,320, for the period of July 1, 2025 through June 30, 2026, due to rollover funds from 2024-2025. (S³)
<u>BUDGET INCREASES</u>	Approve the following budget increases: <ol style="list-style-type: none">1. Increase the Arts in Education budget (Co-Ser 404) from \$105,106 to \$135,106 for the 2025 – 2026 school year, to account for anticipated additional district requests (AuSable Valley, Boquet Valley, Crown Point, Keene, Moriah, Northern Adirondack, Peru, Willsboro). (S³)2. Increase the School/Curriculum Improvement Service budget (Co-Ser 506) from \$369,372 to \$399,372 for the 2025 – 2026 school year, to account for additional expenses (CVES). (S³)

3. Increase the Emergency Communication System budget (Co-Ser 640) from \$81,650 to \$131,730 for the 2025 – 2026 school year, to account for additional expenses. (CVES). (S³)

CROSS-CONTRACT BUDGET

Approve the following cross-contract budget:

1. Approve the Community Schools – WSWHE BOCES budget (Co-Ser 553) in the amount of \$78,750 for the 2025 – 2026 school year, to accommodate for Cross Contracts with WSWHE BOCES (Boquet Valley, Crown Point, Willsboro). (S³)

CASH COLLECTOR

Authorize the following cash collector:

1. Authorize Rebekah Riley to collect money for the CVES Conference Center at the Learning Hub for the 2025 – 2026 school year.
2. Authorize Nancy Johnston (replacing M. Frasier) to be a cash collector for Adult Education Tuitions and CV-TEC Programs at the Mineville campus for the 2025 – 2026 school year.

CUSTODY OF PETTY CASH

Authorize the following custodian of the petty cash fund:

1. Authorize Nancy Johnston (replacing M. Frasier) to be the custodian of the petty cash fund for CV-TEC Mineville campus in the amount of \$100.00 for the 2025 – 2026 school year.

CONSENT AGENDA PERSONNEL

Mr. Murdock moved, seconded by Mr. Harriman Sr., to approve the following Consent Agenda Personnel items as presented. All Board Members voted yes—motion carried.

AMEND JUNE 14, 2023

Amend the following appointment from the June 14, 2023 Board Meeting:

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

1. Name: Joanne Mazzotte
Tenure Area: School Counseling & Guidance
Position: School Counselor
Effective Date: September 5, 2023
Tentative Tenure Date: ~~September 5, 2027~~ September 5, 2026
Certification Status: School Counselor, Permanent Certificate
Annualized Salary: \$68,000

(The Expiration date 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).

AMEND
DECEMBER 10, 2025

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

Recommend that the Board approve the following Temporary Appointments for the 2025 – 2026 School Year:

1. Name: Christopher Mazzotte
Position: Physical Education Teacher 40%
Effective Dates: November 24, 2025 – ~~June 30, 2026~~ January 13, 2026
Certification Status: Physical Education, Permanent Certificate
Annualized Salary: \$21,600

AMEND
JANUARY 14, 2026

Amend the following appointment from the January 14, 2026, Board Meeting:

Recommend that the Board approve the following Temporary Appointments for the 2025 – 2026 school year:

1. Name: Morgan Winn
Position: Teaching Assistant
Effective Dates: ~~January 26, 2026~~ February 2, 2026 – June 30, 2026
Annualized Salary: \$30,500
Certification Status: Uncertified

RESIGNATION FOR
THE PURPOSE OF
RETIREMENT
BORDEAU

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

1. Tina Bordeau, Teacher Aide/ Student Aide, effective June 27, 2026

Dr. Davey paused to thank Ms. Bordeau for her 14 years of dedicated service at CVES.

LETTERS OF
RESIGNATION
FORSTER, BEVINS,
HOLT, BUCKSON,
BROWN, ROWE,
WAY,
CASSAVAUGH, &
ROMEO

Accept the following letters of resignation:

1. Kimberly Forster, Teaching Assistant, effective January 19, 2026
2. Debra Bevins, Teaching Assistant, effective January 20, 2026
3. Robert Holt, Teaching Assistant, effective January 23, 2026
4. Samantha Buckson, Teacher Aide/ Student Aide, effective January 27, 2026
5. Katrina Brown, Teacher Aide/ Student Aide, effective January 28, 2026
6. Frederick Rowe, Teaching Assistant, effective January 31, 2026
7. Jeffrey Way, Physical Education Teacher, effective August 31, 2025 for the purpose of accepting a temporary Physical Education Teacher position
8. Greg Cassavaugh, Heavy Equipment and Diesel Mechanics Teacher, effective February 1, 2026, for the purpose of accepting a Temporary Teacher position.
9. Maryssa Romeo, Teaching Assistant, effective February 1, 2026, for the purpose of accepting a temporary Teaching Assistant position.

LEAVE OF
ABSENCE
YEAGER

Approve the following unpaid leave of absence:

1. Karen Yeager, Special Education Teacher, unpaid leave of absence, effective April 23 – April 24, 2026.

TENURE
LAUNDRIE

Grant Tenure to the following person(s):

1. Elizabeth Laundrie, Special Education Teacher, effective July 1, 2026

PERMANENT
APPOINTMENT
(CIVIL SERVICE)
VARIN, SIANO,
COOK, SHERMAN,
LYNCH, SHOFNER,
SLOAN

Grant a Permanent Appointment (Civil Service) to the following person(s):

1. Alexander Varin, Computer Specialist, effective December 20, 2023
2. Adam Siano, Custodial Worker, effective February 5, 2025
3. Jill Brown, Cook, effective March 18, 2025
4. Danielle Sherman, Registered Nurse (Schools), effective September 3, 2025
5. Talia Lynch, Employment and Training Counselor, effective September 16, 2025
6. Shannon Shofner, School Lunch Manager, effective February 14, 2026
7. Sara Sloan, Occupational Therapist, effective March 3, 2026

FOUR-YEAR
PROBATIONARY
APPOINTMENTS

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

1. Name: Kaili Bourdeau (was temporary)
Tenure Area: Teaching Assistant
Position: Teaching Assistant
Effective Date: October 9, 2025
Tentative Permanent Date: October 9, 2029
Certification Status: Teaching Assistant Level 1
2. Name: Amber Wethington (was temporary)
Tenure Area: Teaching Assistant
Position: Teaching Assistant
Effective Date: November 22, 2025
Tentative Permanent Date: November 22, 2029
Certification Status: Teaching Assistant Level 1
3. Name: William Badger (was temporary)
Tenure Area: Teaching Assistant
Position: Teaching Assistant
Effective Date: January 13, 2026
Tentative Permanent Date: January 13, 2030
Certification Status: Teaching Assistant Level 1

4. Name: Chelsea Benway (was temporary)
Tenure Area: Special Education Teacher
Position: Special Education Teacher
Effective Date: January 16, 2026
Tentative Tenure Date: January 16, 2030
Certification Status: Students with Disabilities 7-12 Initial Certificate, Teaching Assistant Level III

5. Name: Rolla Parker (was temporary)
Tenure Area: Teaching Assistant
Position: Teaching Assistant
Effective Date: February 5, 2026
Tentative Tenure Date: February 5, 2030
Certification Status: Teaching Assistant Level 1

(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
APPOINTMENT**

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

1. Name: Karen Blanchard
Position: Teacher Aide/ Student Aide
Effective Date: February 2, 2026
Tentative Permanent Date: February 2, 2027
Annualized Salary: \$25,000

**TEMPORARY
APPOINTMENTS
2025 – 2026**

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

1. Name: Jeffrey Way (was probationary)
Position: Physical Education Teacher
Effective Dates: August 31, 2025 – June 30, 2026
Annualized Salary: \$53,425
Certification Status: Uncertified

2. Name: Greg Cassavaugh (was tenured)
Position: Heavy Equipment and Diesel Mechanics Teacher
Effective Dates: February 1, 2026 – June 30, 2026
Annualized Salary: \$61,134
Certification Status: Uncertified

3. Name: Maryssa Romeo (was probationary)
Position: Teaching Assistant
Effective Dates: February 1, 2026 – June 30, 2026
Certification Status: Uncertified

4. Name: Tamera Bryant
Position: Teaching Assistant
Effective Dates: February 2, 2026 – June 30, 2026
Annualized Salary: \$32,950
Certification Status: Uncertified

5. Name: Meghan Stuart
Position: Teaching Assistant
Effective Dates: February 9, 2026 – June 30, 2026
Annualized Salary: \$32,500
Certification Status: Students with Disabilities 7-12, Professional; Students with Disabilities 1-6, Professional; Students with Disabilities B-2 Professional; Childhood Education 1-6, Professional; Early Childhood Education B-2 Professional

6. Name: Steven LaFlure
Position: Teaching Assistant
Effective Dates: February 9, 2026 – June 30, 2026
Annualized Salary: \$30,500
Certification Status: Uncertified

PART – TIME
ALLIED HEALTH
TEACHER
2025 – 2026

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>
Natalie Snow	Allied Health Teacher 20%	\$52,000 (<i>pending fingerprint clearance</i>)

ADULT EDUCATION
COURSE
INSTRUCTOR

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

Adult Education Health Careers, \$42/hr
Natalie Snow (*pending fingerprint clearance*)

TEMP-ON-CALL
2025 – 2026

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

<u>Name</u>	<u>Position</u>
Paula Butler	Teacher
Kristen Carpenter	Teacher
Sadie Dumas	Teacher
Ashley Kalvaitis	Teacher
Debra Bevins	Teaching Assistant
Paula Butler	Teaching Assistant
Kristen Carpenter	Teaching Assistant
Sadie Dumas	Teaching Assistant
Ashley Kalvaitis	Teaching Assistant

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

<u>Continuation of Normal Work Year Duties, hourly rate of pay</u>	
Morgan Koyste	Not-to-exceed 1 hour
Kaili Bourdeau	Not-to-exceed 1 hour
Savanna-Lin Frederick	Not-to-exceed 2 hours
Alaina Weare	Not-to-exceed 40 hours

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, Ed Marin, Lori Saunders, Michael St. Pierre, & Donna Wotton
2026 Rural Schools Association Summer Conference
July 12-14, 2026
Lake Placid, NY (Overnight accommodations needed)

All Board Members present voted yes—motion carried.

NEXT BOARD
MEETING

The next Board meeting will be held on Wednesday, March 11, 2026, 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 Mr. Harriman Sr., to adjourn the meeting at 7:51 pm. All Board Members present voted yes—motion carried.

Katelyn Smart

Katelyn Smart, Board Clerk