

Boquet Valley CSD
Regular Meeting
Thursday, March 9, 2023 @ 6:00 PM
Mountain View Campus - Elizabethtown, NY

OFFICIAL MINUTES

1. **Call to Order** At: 6:00 PM By: President Reynolds

2. **Pledge of Allegiance**

3. **Roll Call**

[X]Dina Garvey [X]Evan George [X]Sarah Kullman [X]Philip Mero
[X]Heather Reynolds [X]Suzanne Russell-arrived 6:34 PM [X]Micah Stewart

4. **Attendees**

Present: Joshua Meyer, Superintendent

Jana Atwell, District Clerk

Sharlene Petro-Durgan, District Treasurer

Visitors: Bridgett Allen

Cecile MacFarlane

Amy Welch

Pete Castine

Alessia Caputo

Emily Hickey

Ella Lobdell

Scarlett Faber

Grace Kullman

Wendy Hickey

Tom Bisselle

Judah Rutz

Abbey Schwoebel

Hedy Merrihew

Karen Brown

5. **Principal Report - Elaine Dixon-Cross, Mountain View Campus**

Principal Dixon-Cross shared several upcoming events including a Career Fair, an Elective Fair and a CFESeEssential skills trip on March 17, a STEM Fair will be held on March 21, and our 7th grade students will be traveling to Albany on March 23 to see a production of Hamilton and visit a crime lab museum.

Presentations were provided this evening by Pete Castine and five student participants of Boquet Valley Model United Nations, and Tom Bisselle and two student participants of the volunteer peer mentoring program.

6. **Public Comment**

- a. Our agenda offers two Public Comment sections, one at the beginning of the meeting and one at the end of the meeting. At this time, we have set aside a 15 minute period giving anyone in the audience time to share their thoughts with us.

Please raise your hand and be acknowledged by the Board President. When called upon, please limit your comments to three minutes. Opinions, ideas and concerns that are offered by the public will be considered and taken under advisement.

Bridget Allen, parent of a Pre-K student, shared concerns regarding the amount of time the Pre-K students go outside.

7. Executive Session

Specifically, the Board anticipates entering into Executive Session for the following reason:

- a. (#6) To discuss the medical, financial, credit or employment history of a particular person or persons, and
- b. (#4) discussions involving proposed, pending or current litigation.

In: 6:37 PM Motion: Phil Mero Second: Dina Garvey Yes: 7 No: 0 Abstain: 0
Accept

Out: 7:24 PM Motion: Phil Mero Second: Dina Garvey Yes: 7 No: 0 Abstain: 0
Accept

No action taken.

- c. Motion to return to regular session at 7:25 PM

Motion: Dina Garvey Second: Micah Stewart Yes: 7 No: 0 Abstain: 0 Accept

8. Approval of Minutes

- a. Approve the minutes of the February 9, 2023 Regular Meeting as presented.

Motion: Evan George Second: Phil Mero Yes: 7 No: 0 Abstain: 0 Accept

9. Financials

- a. Approve the following financial reports:
 - i. Warrant 8A dated 2/7/23
 - ii. Warrant 8B dated 2/16/23
 - iii. Multi-Fund Bank Account Reconciliation as of 2/28/23
 - iv. Treasurer's Report for Multi-Fund Month of 2/28/23
 - v. Capital Project Bank Account Reconciliation 2/28/23
 - vi. Debt Service Bank Account Reconciliation 2/28/23
 - vii. Payroll Bank Account Reconciliation 2/28/23
 - viii. Cafeteria Profit & Loss Statement July 2022 - February 2023
 - ix. Financial Statement of Extraclassroom Activity Fund January 2023
 - x. Financial Statement of Extraclassroom Activity Fund February 2023
 - xi. Extraclassroom Bank Account Reconciliation as of 2/28/23
 - xii. Revenue Status Report School Lunch Fund 2/28/23
 - xiii. Revenue Status Report Special Aid Fund 2/28/23
 - xiv. Revenue Status Report General Fund 2/28/23

- xv. Budget Status Report School Lunch Fund 2/28/23
- xvi. Budget Status Report General Fund 2/28/23
- xvii. Budget Status Report Special Aid Fund 2/28/23
- xviii. Budgetary Transfer Report 2/1/23 - 2/28/23
- xix. 2022-23 Cash Flow Report July 2022 - February 2023
- xx. Claims Audit Report February 2023
- xxi. Fund Balance Projection February 2023

Motion: Phil Mero Second: Dina Garvey Yes: 7 No: 0 Abstain: 0 Accept

10. CSE Recommendations

- a. Accept and approve the following CSE recommendation for student #12455, 1319 and 2943.

Motion: Micah Stewart Second: Phil Mero Yes: 7 No: 0 Abstain: 0 Accept

11. Action Items - Consent Agenda

- a. Accept and approve the St. Lawrence/Lewis BOCES Cooperative Purchasing Bids for the 2023-2024 fiscal year starting July 1, 2023 through June 30, 2024 to purchase the following products at the quoted fixed price per gallon as follows:
 - i. Gasoline (delivery location Town of Westport) from MX Petroleum @ \$2.6477, and
 - ii. Propane (MVC main building and LVC back entrance and outside kitchen) from Superior Plus Propane @ \$1.8090
- b. Accept a grant in the amount of \$1000 from the Adirondack Foundation - Adirondack Foreign Language Enhancement Fund to be used solely for the purpose of a field trip to Montreal.
- c. Accept and approve the CR Part 154 Comprehensive ELL Education Plan (CEEP) as presented.
- d. Approve a property tax refund in the amount of \$1,436.65 on behalf of tax settlement CV22-0257 Adam & Sarah Halvorsen vs. Town of Westport (assessment reduction).
- e. Accept and approve the 2023-2024 school calendars as presented.
- f. Accept and approve the bid received from J.J. Curran & Son, Inc. to refinish the auditorium floor at the Lake View Campus at a cost of \$15,447 and at the Mountain View Campus at a cost of \$18,878 and \$87 per board for repair work at MVC.

Motion: Evan George Second: Dina Garvey Yes: 7 No: 0 Abstain: 0 Accept

12. Personnel - Consent Agenda

- a. Approve the appointment of Rachel Rolston to the permanent full-time 12 month civil service position of Cleaner effective February 27, 2023.
- b. Approve the appointment of Scott Holland to the permanent full-time 12 month civil service position of Maintenance Person/Bus Driver effective February 28, 2023.

- c. Upon the recommendation of the Superintendent, approve the tenure track appointment of Kelly Gough to the full-time 10 month position of Teacher Assistant effective February 10, 2023 for a probationary period commencing on February 10, 2023 and anticipated to end on February 10, 2027. This appointment will replace her feinerman agreement appointment for the 2022-2023 school year
- d. Approve the termination of Lea Blades from her probationary appointment as full-time 12 month Secretary to the Director of Student Support Services (civil service title clerk) effective February 17, 2023.
- e. Accept and approve the letters of resignation as submitted by:
 - i. Lauren Gough from her position as Teacher Aide effective March 3, 2023,
 - ii. Michael Hueglin from his position as OASIS Program Assistant for the 2022-2023 school year effective March 9, 2023, and
 - iii. Barry Morrison from his position as part-time Food Service Helper effective March 31, 2023.
- f. Approve the provisional appointment of Lauren Gough to the full-time 12 month position of Secretary to the Director of Student Support Services (civil service title clerk) at an hourly rate of \$16.50 effective March 6, 2023.
- g. Accept and approve the letters of intent to retire as received from:
 - i. Debra Spaulding from her position as Head Bus Driver effective June 30, 2024, and
 - ii. Mark Evens from his position as Maintenance Person/Bus Driver effective June 30, 2024.
- h. Accept and approve the letter received from Mark Evens rescinding his letter of intent to retire on June 30, 2024.
- i. Approve the following substitute appointments at the current substitute rates:
 - i. Calvin Cumm (certified) teacher, teacher assistant and teacher aide (fingerprint clearance on file) effective March 10, 2023, - **TABLE**
 - ii. Aidan Lobdell (non-certified) teacher, teacher assistant, and teacher aide effective March 10, 2023 pending results of fingerprint clearance, and
 - iii. Barry Morrison Food Service Helper effective April 3, 2023.
- j. Approve the following extracurricular appointments for the 2022-2023 school year with no stipend:
 - i. Larry Cooney volunteer assistant Modified Baseball,
 - ii. Terry Egglefield volunteer assistant Varsity Softball, and
 - iii. Bob Rice volunteer assistant Varsity Baseball.
- k. Accept and approve the letter received from Debra Spaulding rescinding her letter of intent to retire on June 30, 2024.

Motion: Sue Russell Second: Evan George Yes: 7 No: 0 Abstain: 0 Accept

- l. Approve the appointment of the following employees to serve as OASIS teachers for the 2022-2023 school year paid at their hourly rate through the Extended School Day Grant:
 - i. Jeff Nemec
 - ii. Abby Mero
 - iii. Zoe Brugger-Lobdell

Motion: Dina Garvey Second: Micah Stewart Yes: 6 No: 0 Abstain: 1-Mero Accept

13. Policy - None at this time

14. Board Discussion

- a. Paperless Board Packets
 - i. The District will begin to move away from copied packets to paperless board packets using a shared folder for documents and information. Chromebooks will be made available to all board members.
- b. CVES Board Member Nomination
 - i. Approve the nomination of Dina Garvey as a Board candidate for one of the eight seats on the CVES Board of Cooperative Educational Services.

Motion: Sue Russell Second: Evan George Yes: 7 No: 0 Abstain: 0 Accept

15. Superintendent's Update

- a. Building Project Update - see Superintendent's Report
- b. Superintendent's Update - see Superintendent's Report
 - i. The budget meeting scheduled for April 27, 2023 will be cancelled.

16. Public Comment

- a. Our agenda offers two Public Comment sections, one at the beginning of the meeting and one at the end of the meeting. At this time, we have set aside a 15 minute period giving anyone in the audience time to share their thoughts with us. Please raise your hand and be acknowledged by the Board President. When called upon, please limit your comments to three minutes. Opinions, ideas and concerns that are offered by the public will be considered and taken under advisement.

Floor was opened for public comment, none voiced.

17. Executive Session

Specifically, the Board anticipates entering into Executive Session for the following reason:

- d. (#6) To discuss the medical, financial, credit or employment history of a particular person or persons, and
- e. (#4) discussions involving proposed, pending or current litigation.

In: 7:46 PM Motion: Phil Mero Second: Dina Garvey Yes: 7 No: 0 Abstain: 0
Accept

Out: 8:24 PM Motion: Phil Mero Second: Sue Russell Yes: 7 No: 0 Abstain: 0
Accept

No action taken.

18. Next Meeting

- a. Budget Meeting Thursday, March 23, 2023 6:00 PM Mountain View Campus

b. Regular Meeting Thursday, April 20, 2023 6:00 PM Lake View Campus

19. Adjournment

Time: 8:25 PM Motion: Sue Russell Second: Evan George Yes: 7 No: 0 Abstain: 0
Accept

Minutes are not official until approved by the Board of Education.

Date approved by the BOE: April 20, 2023

Jana Atwell, District Clerk