

**Boquet Valley CSD
Regular Meeting
Thursday, August 12, 2021
Mountain View Campus - Elizabethtown, NY**

OFFICIAL MINUTES

1. **Call to Order** At: 6:01 PM By: President Reynolds

2. **Pledge of Allegiance**

3. **Roll Call**

[X]Dina Garvey [A]Evan George [A]Sarah Kullman [X]Philip Mero
[X]Heather Reynolds [X]Suzanne Russell- entered 6:05 PM [X]Micah Stewart

4. **Attendees**

Present: Joshua Meyer, Superintendent

Jana Atwell, District Clerk

Sharlene Petro-Durgan, District Treasurer

Visitors: Brianne Drummond

Kaitlin Egglefield

Jena Lippert

Sarah Rice

Kendra Goff

Paige Saltamach

5. **Executive Session**

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

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

In: 6:02 PM Motion: Dina Garvey Second: Micah Stewart Yes: 4 No: 0 Abstain: 0
Accept

Out: 6:35 PM Motion: Phil Mero Second: Dina Garvey Yes: 5 No: 0 Abstain: 0
Accept

- c. Motion to return to regular session at 6:37 PM.

Motion: Sue Russell Second: Phil Mero Yes: 5 No: 0 Abstain: 0 Accept

6. **Approval of Minutes**

- a. Approve the minutes of the July 6, 2021 Reorganization and Regular Meeting as presented.

Motion: Dina Garvey Second: Phil Mero Yes: 4 No: 0 Abstain: 1-Russell Accept

7. 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 identify yourself and give your address, limiting 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.

8. Financials

- a. Approve the following financial reports:
 - i. Warrant 1A dated 7/6/21
 - ii. Warrant 1B dated 7/16/21
 - iii. Warrant 1C dated 7/21/21
 - iv. Warrant 1D dated 7/28/21
 - v. Warrant 2A dated 8/4/21
 - vi. Warrant 0104-Medicare Reimbursement April - June 2021
 - vii. Budgetary Transfer Report 6/1/21 - 6/30/21
 - viii. Capital Project Bank Account Reconciliation as of 6/30/21
 - ix. Debt Service Bank Account Reconciliation as of 6/30/21
 - x. Multi-Fund Bank Account Reconciliation as of 6/30/21
 - xi. Payroll Bank Account Reconciliation as of 6/30/21
 - xii. Extraclassroom Bank Account Reconciliation as of 6/30/21
 - xiii. Financial Statement of Extraclassroom Activity Fund 6/1/21 - 6/30/21
 - xiv. Treasurer's Report for Multi-Fund Month of June 2021
 - xv. Cafeteria Profit & Loss Statement September 2020 - June 2021
 - xvi. Cash Flow Report July 2020 - June 2021

Motion: Sur Russell Second: Phil Mero Yes: 5 No: 0 Abstain: 0 Accept

- b. Internal Claims Auditor Report - Judy French
Mrs. French distributed the first of a series of Claims Audit Reports which the members of the Board will receive monthly. She provided an explanation of what the report includes and her review process. It is anticipated that Mrs. French will meet with the Board twice annually.

9. 2020-2021 Tax Levy

- a. Resolution confirming the tax rolls and authorizing the tax levy:
BE IT RESOLVED THAT, the Boquet Valley Board of Education has been authorized by the voters at the Annual Meeting to raise for the current budget for the 2021-2022 school year a sum not to exceed \$7,669,235.
THEREFORE BE IT RESOLVED, that the Board fix equalized tax rates by the towns and confirm the extension of taxes as they appear on the attached roll (form for equalizing taxes):

AND BE IT HEREBY DIRECTED THAT THE DELINQUENT TAX PENALTIES SHALL BE FILED AS FOLLOWS:

September 1, 2021 - September 30, 2021	No Penalty
October 1, 2021 - October 31, 2021	2% Penalty
November 1, 2021	3% Penalty

RESOLUTION authorizing the issuance of the tax warrant:

WHEREAS, Chapter 73 of the laws of 1977, amended section 1318, subdivision 1 of the Real Property Tax Law; and

WHEREAS, the entire unreserved fund balance at the close of the last fiscal year must be applied in determining the amount of the school tax levy except for an amount not to exceed the maximum percent allowed by of the current school year budget; and

WHEREAS, this latter amount may be held as surplus funds during the current school year;

NOW THEREFORE BE IT RESOLVED, that the Board of Education retain as surplus funds approximately \$1,689,303 from the total approximate fund balance of \$6,688,345 thereby applying \$0 to the reduction of the tax levy.

BE IT ADDITIONALLY RESOLVED AS FOLLOWS, to the Collector of Boquet Valley Central School District, town(s) of Chesterfield, Elizabethtown, Essex, Lewis and Westport, County of Essex, New York State, your are commanded:

1. To give notice and start collection on September 1, 2021 (in accordance with provisions of section 1322 of the Real Property Tax Law).
2. To give notice that the tax collection will end on November 1, 2021.
3. To collect taxes in the amount of \$7,669,235 in the manner collectors are authorized to collect town and county taxes in accordance with the provisions of section 1318 of the Real Property Tax Law and as approved by the voters at the annual meeting to collect taxes in the amount of \$40,000 for the public libraries and to turn over to the Westport Library Association \$15,000, to the Wadhams Free Library \$7,000 and to the Elizabethtown Library Association \$18,000.
4. To make no changes or alterations in the tax warrant or the attached tax rolls but shall return the same to the Board of Education. The Board may recall its warrant and tax roll for correction of errors or omission in accordance with the provision of section 553 of the Real Property Tax Law.
5. To forward by mail to each owner of real property listed on the tax rolls within ten days after the start of collection a statement of taxes due on his property on pressed-numbered tax bill forms provided by the school district in accordance with the provisions of section 922 of the Real Property Tax Law. To forward by mail, without interest penalties to the office of the County Treasurer, a detailed tax bill of all state land parcels liable for taxes on the school tax rolls in accordance with the provisions of section 540 and 5445 of the Real Property Tax Law.
6. To receive from each of the taxable corporations and natural persons that sum listed on the attached tax rolls without interest penalties where such sums are paid before the end of the first month of tax collection. To add 2% interest penalties to all taxes collected during the second month of the

tax collection and to add 3% interest penalties to all taxes collected during any part of the third month of the tax collection period to account for such as income due to the school district.

7. To issue press-number receipts only on forms provided by the school district in acknowledgment of receipt of payments of taxes and to retain, preserve and file exact copies of all such receipts issued as required by section 987 of the Real Property Tax Law.
8. To promptly return the warrant at its expiration and if any taxes on the attached tax rolls shall be unpaid at that time, deliver an accounting on forms showing by town the total assessed valuation, tax rate, and total tax levy, the total amounts remaining uncollected as required by section 1330 of the Real Property Tax Law.

The warrant is issued pursuant to sections 910, 912, and 914 of the Real Property Tax Law and is delivered in accordance with sections 1306 and 1318 of this law. It is effective immediately after it is properly signed by a majority of the Board of Education. This warrant shall expire on the dates stated above unless a renewal or extension has been endorsed on the face of this warrant in writing with section 1318, subdivision 2 of the Real Property Tax Law.

Motion: Phil Mero Second: Dina Garvey Yes: 5 No: 0 Abstain: 0 Accept

10. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #1015, 1098, 1310, 12439, 12475, 2905, P02-17-18, 12490, 12428, 1342, 1368, 12372, 003-18-19, 006-15-16 and 2103.

Motion: Dina Garvey Second: Micah Stewart Yes: 5 No: 0 Abstain: 0 Accept

11. District Goals, Plans and Procedures

- a. Upon recommendation of the Superintendent, adopt the Boquet Valley Central School District Goals as presented.

Motion: Micah Stewart Second: Dina Garvey Yes: 5 No: 0 Abstain: 0 Accept

- b. Upon recommendation of the Superintendent, approve the District Plan - CR Part 154 Comprehensive Plan as submitted.

Motion: Dina Garvey Second: Phil Mero Yes: 5 No: 0 Abstain: 0 Accept

- c. Public Hearing and Q&A Session - 2021-22 COVID Health and Safety Procedures
 - i. Upon recommendation of the Superintendent, approve and adopt the COVID Health and Safety Procedures for the 2021-22 school year.

Motion: Phil Mero Second: Sue Russell Yes: 5 No: 0 Abstain: 0 Accept

12. Action Items - Consent Agenda

- a. Approve the addition of the following assets:
 - i. Nano Edge floor scrubber by Tomcat @ MVC (asset tag #A00864192)
 - ii. Desk mover model #338 @ LVC (asset tag #A00864194)
- b. Approve the change of asset tags as indicated:
 - i. Nikon camera serial #3940126 asset tag #A00369735 @ MVC is now asset tag #M0011490
 - ii. Nikon camera serial #3553638 asset tag #A00300811 @ MVC is now asset tag #M0011489
- c. Approve and adopt a resolution consenting to a proposed pilot agreement by the Essex County Industrial Development Agency with respect to a certain project (Champlain Hudson Power Express Project) to be undertaken by CHPE, LLC and authorizing the Boquet Valley Central School District President to execute and deliver a certificate in furtherance of same.
- d. Resolved that the Superintendent recommends a District credit card limit of \$5,000.00 for the 2021-22 school year.
- e. Authorize the closing of the following extra-curricular accounts and transferring both balances to the BVCS Student Council extra-curricular account:
 - i. Slideshow Video Production (\$76.22) as this extra-curricular has changed their purpose and the club will not need to fundraise to meet objectives.
 - ii. Class of 2020 (\$5.50) as the class is no longer in session and all business associated with this account has been satisfied.
- f. Approve increasing the substitute bus driver rate of pay from \$15.00 per hour to \$21.00 per hour effective September 1, 2021.

Motion: Dina Garvey Second: Micah Stewart Yes: 5 No: 0 Abstain: 0 Accept

13. Personnel - Consent Agenda

- a. Approve the appointment of Tonya Lackey as a summer school teacher for the summer of 2021. Hourly rate will be calculated using the appropriate step in the BVFT agreement:
- b. Approve the appointment of Ellen Kiely for summer curriculum work for the summer of 2021. Hourly rate will be calculated using the appropriate step in the BVFT agreement:
- c. Accept and approve the following resignations as submitted by:
 - i. Melissa Pierce from her position as full-time bus driver effective June 25, 2021,
 - ii. Ryan Campagna from his position as English teacher effective August 31, 2021,
 - iii. Brad Egglefield from his position as full-time bus aide effective August 31, 2021
 - iv. Jean Dickerson from her position as cook effective September 1, 2021,
 - v. Lily Whalen from her position as teacher aide effective September 1, 2021,
 - vi. Lisa Whalen from her position as teacher aide effective September 1, 2021,
 - vii. Peggy Staats from her position as teacher assistant effective September 1, 2021.

- viii. David Snyder from his position as Physical Education teacher effective September 10, 2021.
- ix. Bailey Bronson from her position as Secretary to the Principal effective August 12, 2021.
- d. Approve the creation of a new non-instructional position Senior Mechanic/Maintenance/Bus Driver effective September 1, 2021.
- e. Approve the appointment of Stacy Pulsifer to the position of Senior Mechanic/Maintenance/Bus Driver at a rate of \$22.00 per hour effective September 1, 2021.
- f. Approve the appointment of Brad Egglefield as a substitute bus aide effective September 1, 2021 at the established substitute rate of pay for the 2021-22 school year.
- g. Approve the appointment of David Kirkby as the long-term substitute for Colby Pulsifer at a daily rate of \$125.00 effective approximately September 13, 2021 through November 29, 2021.
- h. Approve the appointment of David Kirkby to the position of Building Substitute for the 2021-2022 school year at a daily rate of \$95.00 effective September 1, 2021 through September 10, 2021 resuming again immediately following the end of his appointment as the long-term substitute for Colby Pulsifer (approximately November 29, 2021).
- i. Approve the probationary appointment of Brad Egglefield to the full-time 10 month civil service position of Teacher Aide at an hourly rate of \$14.00 effective September 1, 2021 with a 120 day probationary period commencing September 1, 2021 and anticipated to end on March 16, 2022.
- j. Approve the probationary appointment of Jenifer O'Neill to the full-time 10 month civil service position of Teacher Aide at an hourly rate of \$13.54 effective September 1, 2021 with a 120 day probationary period commencing September 1, 2021 and anticipated to end on March 16, 2022.
- k. ~~Approve the probationary appointment of Michael Clinton to the full-time 10 month civil service position of Teacher Aide at an hourly rate of \$13.54 effective September 1, 2021 with a 120 day probationary period commencing September 1, 2021 and anticipated to end on March 16, 2022. (candidate declined position)~~
- l. Approve the non-tenure track appointment of Tom Bisselle to the full-time 10 month position of ~~Youth Advocate~~ Student Support Counselor, per the terms of the feinerman agreement, at an annual salary of \$54,951 (Step 10 B+24) effective September 1, 2021.
- m. Approve the following mentor appointments at a rate of \$1,500.00 for the 2021-2022 school year:
 - i. Peter Castine
 - ii. Michelle Feeley
 - iii. Jodi Thompson
 - iv. Lynn Bubbins
 - v. Terry Eggleifield
 - vi. Samantha Meachem
 - vii. Julie Bisselle
 - viii. Lorraine Hathaway
 - ix. Amy Welch
- n. Approve the following appointments to the positions of Educational Liaisons for the OASIS Program (Extended School Day Program) at an annual stipend of \$5,000 each for the 2021-2022 school year:
 - i. Elaine Dixon-Cross

ii. Daniel Parker

Motion: Dina Garvey Second: Phil Mero Yes: 5 No: 0 Abstain: 0 Accept

- o. Approve the appointment of Evan George to the extra-curricular position of Varsity Boys Soccer Coach pro bono for the 2021-2022 school year.

Motion: Phil Mero Second: Micah Stewart Yes: 5 No: 0 Abstain: 0 Accept

14. Policy - None at this time

15. Superintendent's Update

- a. Building Project Update - No update available at this time.
- b. Superintendent's Report - See attached
- c. Discussion - BOE meeting date change (Thursday, June 9, 2022) - Meeting date has been changed to Tuesday, June 7, 2022

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 identify yourself and give your address, limiting 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. Next Meeting

- a. Regular Meeting Thursday, September 9, 2021 6:00 PM Lake View Campus

18. Adjournment

Time: 7:38 PM Motion: Micah Stewart Second: Phil Mero Yes: 5 No: 0 Abstain: 0

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

Date approved by the BOE: September 9, 2021

Jana Atwell, District Clerk

September 1, 2021 and anticipated to end on March 16, 2022 pending receipt of fingerprint clearance.

- g. Approve the appointment of Austin Carmody to the position of Building Substitute for the 2021-2022 school year at a daily rate of \$95.00 effective September 1, 2021 pending receipt of fingerprint clearance.
- h. Approve the appointment of Christopher Peisch to the position of Building Substitute for the 2021-2022 school year at a daily rate of \$95.00 effective September 1, 2021 pending receipt of fingerprint clearance.
- i. Approve the appointment of Deborah Blake as the long-term (certified) substitute for Aubrey Pulsifer at a daily rate of \$175.00 effective approximately September 1, 2021 through February 28, 2022.
- j. Approve the appointment of Misty Murcraay as a substitute bus driver effective September 1, 2021 at the established substitute rate of pay for the 2021-22 school year.
- k. Approve the appointment of Vanessa Cross as a substitute bus aide and substitute (non-certified) teacher effective September 1, 2021 at the established substitute rate of pay for the 2021-2022 school year pending receipt of fingerprint clearance.
- l. Approve the withdrawal of Lynn Bubbins' appointment as a mentor for the 2021-2022 school year.
- m. Approve the following mentor appointments at a rate of \$1,500.00 for the 2021-2022 school year:
 - i. Cathy Brankman
 - ii. Paul Buehler
 - iii. Tonya Lackey
 - iv. Holly Frenyea
- n. Approve the following extra-curricular appointments and stipends per the current BVFT agreement for the 2021-2022 school year provided that payment of such stipends are contingent upon students returning to regular in-person school learning and the sport team engages in activities as it traditionally has in past school years. Should either of these contingencies not be met, the stipend shall not be paid:
 - i. Heather Olson - MS Band Director
 - ii. Amy Nelson - Music Ensemble II (Show Choir)
 - iii. Kyle Smith - Track (Cross Country) Coach

Motion: Sue Russell Second: Sarah Kullman Yes: 7 No: 0 Abstain: 0 Accept

- iv. Thomas Mero - Volunteer Assistant Boys' Varsity Soccer

Motion: Sue Russell Second: Evan George Yes: 6 No: 0 Abstain: 1-Mero Accept

6. Next Meeting

- a. Regular Meeting Thursday, September 9, 2021 6:00 PM Lake View Campus

7. Adjournment

Time: 8:05 AM Motion: Sue Russell Second: Phil Mero Yes: 7 No: 0 Abstain: 0
Accept

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

Date approved by the BOE: September 9, 2021

Jana Atwell, District Clerk

**Boquet Valley CSD
Regular Meeting
Thursday, September 9, 2021
Lake View Campus - Westport, NY**

OFFICIAL MINUTES

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

2. **Pledge of Allegiance**

3. **Roll Call**

[X]Dina Garvey [X]Evan George [X]Sarah Kullman [X]Philip Mero
[A]Heather Reynolds [X]Suzanne Russell-arrived 6:05 PM [X]Micah Stewart

4. **Attendees**

Present: Joshua Meyer, Superintendent
Jana Atwell, District Clerk

Visitors: Shaunessy LaClair
Adele Jesmer
Amy Welch
Chris Peisch
Austin Carmody
Janelle Pulsifer
Tom Bisselle
Danielle Schwoebel
Bradley Shumway

5. **Executive Session**

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

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

In: 6:02 PM Motion: Sarah Kullman Second: Micah Stewart Yes: 5 No: 0 Abstain: 0
Accept

Out: 6:32 PM Motion: Sarah Kullman Second: Micah Stewart Yes: 6 No: 0 Abstain: 0
Accept

No action taken.

- c. Motion to return to regular session at 6:33 PM

Motion: Phil Mero Second: Sue Russell Yes: 6 No: 0 Abstain: 0 Accept

6. New Employee Meet and Greet Reception

- a. The reception opened with all new employees present introducing themselves followed by an opportunity to mingle and meet Board members and fellow employees.

7. Approval of Minutes

- a. Approve the minutes of the August 12, 2021 Regular Meeting and August 31, 2021 Special Meeting as presented.

Motion: Sue Russell Second: Phil Mero Yes: 6 No: 0 Abstain: 0 Accept

8. 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 identify yourself and give your address, limiting 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.

9. Financials

- a. Approve the following financial reports:
 - i. Warrant 2B dated 8/11/21
 - ii. Warrant 2C dated 8/18/21
 - iii. Warrant 2D dated 8/25/21
 - iv. Budget Status Report General Fund 7/31/21
 - v. Budget Status Report School Lunch Fund 7/31/21
 - vi. Revenue Status Report General Fund 7/31/21
 - vii. Revenue Status Report School Lunch Fund 7/31/21
 - viii. Cash Flow Report July 2021
 - ix. Capital Project Bank Account Reconciliation 7/31/21
 - x. Debt Service Bank Account Reconciliation 7/31/21
 - xi. Payroll Bank Account Reconciliation 7/31/21
 - xii. Extraclassroom Bank Account Reconciliation 7/31/21
 - xiii. Financial Statement of Extraclassroom Activity Fund 7/1/21 - 7/31/21
 - xiv. Multi-Fund Bank Account Reconciliation 7/31/21
 - xv. Treasurer's Report for Multi-Fund Month of July 31, 2021
 - xvi. Claims Audit Report August 2021

Motion: Evan George Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0 Accept

10. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #1224, 697, 743, 12494, 12495, 1102, 12519, 12518, 12515, 1319, 803 and 773.

Motion: Sue Russell Second: Micah Stewart Yes: 6 No: 0 Abstain: 0 Accept

11. District Goals, Plans and Procedures

- a. Valedictorian and Salutatorian Selection Procedure - Discussion
 - i. A Valedictorian and Salutatorian Selection Protocol Committee met to formulate and propose a procedure for this process. After reviewing the proposal, the Board recommended the committee reconvene to review topics that were not specifically addressed.

12. Action Items - Consent Agenda

- a. Approve the Section VII Combining of Teams Application with Moriah Central School to combine Cross-Country Track for the 2021-2022 school year.
- b. Approve a school tax refund from the 2020-2021 school tax year in the amount of \$4,757.90 for Adam Halvorsen and Sarah Corin (tax map #155000 66.83-1-4.000 account #721A102208) per the Consent Order and Judgment of assessment reduction filed with the Essex County Clerk on July 22, 2021.
- c. WHEREAS, the Board of Education of the Boquet Valley Central School District, Essex County, NY desires to increase the appropriations set forth in the 2021-2022 school budget to fund the contingent expense of payment for tax certiorari CV20-0255 for Adam Halvorsen and Sarah Corin in the amount of \$4,757.90 on September 9, 2021, Board of Education meeting and, WHEREAS, a Board of Education is empowered to appropriate whatever additional amounts are necessary to pay contingent expenses when the amount in the approved budget is inadequate;
NOW THEREFORE, BE IT RESOLVED, by the Board of Education of the Boquet Valley Central School District as follows:
Section 1. The budgetary appropriation for the following contingent expense is hereby increased as follows:
A1964-400-01-0000 Refund on Real Property \$4,757.90
Section 2. The increase in the appropriation listed in Section 1 of this resolution shall be funded by the following:
A5997.200 Appropriated Reserve \$4,757.90
A864.00 Tax Certiorari Reserve
- d. BE IT RESOLVED, the Boquet Valley Central School Board of Education approves the submission of the American Recovery Program (ARP) proposal to the New York State Department of Education's ESSA-Funded Program Division in the amount of \$1,016,545; approve the use of the funds to make purchases as indicated; and authorize the Superintendent and the Board President to execute all documents necessary to effectuate this resolution.
 - i. Superintendent Meyer presented the American Rescue Plan Act of 2021 (ARP) District Plan. See attached.
- e. Approve a (SCAR) tax refund from the 2020-2021 school tax year in the amount of \$372.27 for Daniel Maclean (tax map #155000 76.2-1-32.000 account #725J106315) per the SCAR decision Case#SC7-2020-8/20/21.

Motion: Phil Mero Second: Sue Russell Yes: 6 No: 0 Abstain: 0 Accept

13. Personnel - Consent Agenda

- a. Amend the appointment of Stacy Pulsifer (to the position of Senior Mechanic/Maintenance/Bus Driver at a rate of \$22.00 per hour effective

September 1, 2021) to include a 120 day probationary period commencing September 1, 2021 and anticipated to end on March 2, 2022.

- b. Approve the appointment of Jim Phillips as a substitute (certified) teacher effective September 10, 2021 at the established substitute rate of pay for the 2021-22 school year pending receipt of fingerprint clearance.
- c. Upon recommendation of the Superintendent, Mandi Spofford, who is provisionally certified in the Psychologist area, is hereby appointed to the position of School Psychologist tenure area for a probationary period commencing on September 7, 2021 and anticipated to end on September 7, 2025 pending results of fingerprint clearance. Salary for the 2021-2022 school year will be \$50,366 (Step 1 B+60) pending approval of official graduate transcripts.
- d. Approve the probationary appointment of Julie Cassavaugh to the full-time 12 month civil service position of Cleaner/Bus Driver (40 hours per week) at an hourly rate of \$16.50 effective on or about September 17, 2021 with a 120 day probationary period commencing September 17, 2021 and anticipated to end on or about March 17, 2022.
- e. Approve the agreement between independent contractor, Anne Kuhl Teacher of the Visually Impaired and Boquet Valley Central School to provide orientation and mobility services and/or teacher of the visually impaired services to children who are blind or visually impaired commencing September 1, 2021 and shall terminate on August 31, 2022 at an hourly rate of \$150.00 for service time and all meetings attended, this amount will include mileage.

Motion: Sue Russell Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0 Accept

- f. Upon the recommendation of the Superintendent, Diana McGuigan, who is pending certification at Level I, is hereby appointed to the position of Teaching Assistant tenure area for a probationary period commencing on or about October 4, 2021 and anticipated to end on or about October 4, 2025 pending receipt of fingerprint clearance. Salary for the 2021-2022 school year will be \$25,000.00.

Motion: Phil Mero Second: Sarah Kullman Yes: 5 No: 0 Abstain: 1-George Accept

- g. Motion to amend Diana McGuigan's Teacher Assistant salary for the 2021-2022 school year to state \$25,000 "pro-rated".

Motion: Phil Mero Second: Sarah Kullman Yes: 5 No: 0 Abstain: 1-George Accept

14. Policy

- a. Approve the following policy revision as recommended by Erie I Policy Services:
 - i. Smoking, Tobacco, and Cannabis (Marijuana) Use #5640
- b. Approve the deletion of Student Data Breaches policy #7242 as this is now covered more completely in the new policy Privacy and Security of Student Data and Teacher and Principal Data #5676. (see ciii below - deletion will table until final reading and approval of new policy #5676)

Motion: Evan George Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0 Accept

- c. First Reading (new policies):
 - i. Title IX and Sex Discrimination #3421
 - ii. Diversity Equity and Inclusion in the District #3430
 - iii. Privacy and Security of Student Data and Teacher and Principal Data #5676
 - iv. Gender Neutral Single-Occupancy Bathrooms #5633

15. Superintendent's Update

- a. Beginning of Year Update - Director of Student Support Services Nelly Collazo shared her enthusiasm and excitement following a great start to the opening days of the new school year.
- b. Building Project Update - Architect Mike Harris has been in communication with NYSED. He is hopeful that figures will be available by the next Facility Committee meeting scheduled for September 23. We continue to work on strategies to get information out to the community. There is a possibility that the vote may move from November to December.
- c. Superintendent's Report - See attached.

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 identify yourself and give your address, limiting 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. Next Meeting

- a. Regular Meeting Thursday, October 14, 2021 6:00 PM Mountain View Campus

18. Adjournment

Time: 7:45 PM Motion: Sue Russell Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0

Minutes are official until approved by the Board of Education.

Date approved by the BOE: October 14, 2021

Jana Atwell, District Clerk

**Boquet Valley CSD
Regular Meeting
Thursday, October 14, 2021
Mountain View Campus - Elizabethtown, NY**

OFFICIAL MINUTES

1. **Call to Order** At: 6:08 PM By: Vice President Garvey

2. **Pledge of Allegiance**

3. **Roll Call**

[X]Dina Garvey [X]Evan George [X]Sarah Kullman [A]Philip Mero
[A]Heather Reynolds [X]Suzanne Russell [X]Micah Stewart entered 7:01 PM

4. **Attendees**

Present: Joshua Meyer, Superintendent	Visitors: Tonya Lackey
Jana Atwell, District Clerk	Cabryn McNaughton
Sharlene Petro-Durgan, District Treasurer	Auden Clifford

5. **Executive Session**

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

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

In: 6:09 PM Motion: Sue Russell Second: Sarah Kullman Yes: 4 No: 0 Abstain: 0
Accept

Out: 6:48 PM Motion: Sarah Kullman Second: Sue Russell Yes: 4 No: 0 Abstain: 0
Accept

No action taken.

- c. Motion to return to regular session at 6:50 PM

Motion: Sue Russell Second: Evan George Yes:4 No: 0 Abstain: 0 Accept

6. **Approval of Minutes**

- a. Approve the minutes of the September 9, 2021 Regular Meeting as presented.

Motion: Sue Russell Second: Sarah Kullman Yes: 4 No: 0 Abstain: 0 Accept

7. **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 identify yourself and give your address, limiting 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.

8. Financials

- a. Approve the following financial reports:
 - i. Warrant 3A dated 9/9/21
 - ii. Warrant 3B dated 9/15/21
 - iii. Warrant 3C dated 9/22/21
 - iv. Warrant 3D dated 9/29/21
 - v. Budget Status Report General Fund 8/31/21
 - vi. Budget Status Report School Lunch Fund 8/31/21
 - vii. Revenue Status Report General Fund 8/31/21
 - viii. Revenue Status Report School Lunch Fund 8/31/21
 - ix. Cash Flow Report August 2021
 - x. Capital Project Bank Account Reconciliation 8/31/21
 - xi. Debt Service Bank Account Reconciliation 8/31/21
 - xii. Payroll Bank Account Reconciliation 8/31/21
 - xiii. Extraclassroom Bank Account Reconciliation 8/31/21
 - xiv. Financial Statement of Extraclassroom Activity Fund 8/1/21 - 8/31/21
 - xv. Multi-Fund Bank Account Reconciliation 8/31/21
 - xvi. Treasurer's Report for Multi-Fund Month of August 31, 2021
 - xvii. Claims Audit Report September 2021

Motion: Sue Russell Second: Evan George Yes: 4 No: 0 Abstain: 0 Accept

9. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #12530, 1371, 12525, 1035, 12537, 007-13-14, 12420, 12390, 001-16-17, 12490, 740, 12495, 504-04-18, 12515, 1105 and 1319.

Motion: Evan George Second: Sarah Kullman Yes: 4 No: 0 Abstain: 0 Accept

10. District Goals, Plans and Procedures

- a. Valedictorian and Salutatorian Selection Procedure - Discussion
The committee reconvened to further review the procedure based upon input from the Board. The revised procedure was presented and accepted to become effective immediately. See attached.

11. Action Items - Consent Agenda

- a. Approve the Section VII Combining of Teams Application with Moriah Central School to combine Track and Field for the (spring) 2021-2022 school year.
- b. Approve the revisions made to the 2021-2022 school calendar:

- i. Rescheduled early dismissal/emergency evacuation drill from November 22, 2021 to November 23, 2021,
 - ii. Rescheduled early dismissal from April 26, 2022 to April 13, 2022, and
 - iii. Changed the last day of school for students from June 22, 2022 to June 23, 2022.
- c. Approve disposal of the following textbooks and assets:
- i. 13 copies McGraw Hill textbook My World-Adventures in Time & Place room 100 LVC
 - ii. 14 copies of Houghton-mifflin textbook Science-Discovery Works room 100 LVC
 - iii. Brother fax machine model AX2820 serial #U61325H7N163779 asset tag #A00054421 rifle range LVC
 - iv. Canon Power Shot SX30IS digital camera serial #102031005023 asset tag #A00228314 room 222 MVC
 - v. Canon Power Shot SX30IS digital camera serial #282034000765 asset tag #A00228315 room 222 MVC
 - vi. Canon Power Shot SX30IS digital camera serial #112012001993 asset tag #M0006714 room 222 MVC

Motion: Sarah Kullman Second: Evan George Yes: 5 No: 0 Abstain: 0 Accept

12. Personnel - Consent Agenda

- a. Amend the following salaries:
 - i. Danielle Schwoebel's salary for the 2021-22 school year to indicate step 1 B+42 for a total salary of \$48,341 as the incorrect year (2020-2021) was used in the initial calculation and we are now in receipt of her official transcripts which indicate 42 credits rather than 36 credits.
 - ii. Cheryl Gowett's hourly rate of pay from \$12.93 to \$13.00 effective September 1, 2021.
 - iii. Barry Morrison's hourly rate of pay from \$12.93 to \$13.00 effective September 1, 2021.
- b. Accept and approve the letter of resignation as submitted by James Varno from his position as Director of Facilities effective October 8, 2021.
- c. Approve the request for maternity leave as submitted by Kelsey Marvin anticipated to begin November 1, 2021 through approximately January 24, 2022.
- d. Approve the probationary appointment of Virginia Rice to the full-time 10 month civil service position of Bus Aide (32.5 hours per week) at an hourly rate of \$13.00 effective October 4, 2021 with a 120 day probationary period commencing October 4, 2021 and anticipated to end on or about April 1, 2022 pending receipt of fingerprint clearance.
- e. Approve the probationary appointment of Julie Napper to the full-time 10 month civil service position of Bus Aide (32.5 hours per week) at an hourly rate of \$13.00 effective October 15, 2021 with a 120 day probationary period commencing October 15, 2021 and anticipated to end on or about April 13, 2022 pending receipt of fingerprint clearance.
- f. Approve the following appointments for the 2021-2022 school year compensated per the current BVCS Federation of Teachers agreement:

- i. Samantha Meachem - Detention Monitor
 - ii. Stites McDaniel - Detention Monitor
 - iii. Joseph Graney - Detention Monitor
 - iv. Veronica Uss - Detention Monitor
 - v. Cathy Brankman - Detention Monitor
 - vi. Brad Schrauf - Detention Monitor
 - vii. Jackie Chan-Seng - Detention Monitor
 - viii. Marci Oliver - Detention Monitor
 - ix. Theresa White - Mentor
 - x. Jason Fiegl - Tutor (2 hours per day, 5 days per week effective immediately until further notice)
 - xi. Kristin Fiegl - Tutor (2 hours per day, 5 days per week effective immediately until further notice)
- g. Approve the following extra-curricular appointments and stipends per the current BVFT agreement for the 2021-2022 school year provided that payment of such stipends are contingent upon students returning to regular in-person school learning and the sport team engages in activities as it traditionally has in past school years. Should either of these contingencies not be met, the stipend shall not be paid:
- i. Terry Egglefield - School Newspaper
 - ii. Irwin Borden - Girls Modified Basketball Coach
 - iii. Thomas (Hokey) McKinley - Girls Varsity Basketball Coach
 - iv. Willa McKinley - Volunteer Assistant Girls Varsity Basketball (no stipend)
 - v. Jim Monty - Boys Modified Basketball Coach
 - vi. Colby Pulsifer - Boys Varsity Basketball Coach
 - vii. Danielle Schwoebel - Co-Advisor Yearbook (note: Julie Bisselle will become a co-advisor and stipend will be split between Bisselle and Schwoebel)
- h. Approve the following substitute appointments at the established substitute rate of pay for the 2021-22 school year pending receipt of fingerprint clearance:
- i. Muriel Kerr - non-certified substitute teacher, assistant and aide effective September 24, 2021 (fingerprint clearance received)
 - ii. Robin Belzile - certified substitute teacher, assistant and aide
 - iii. Stevi McCann - substitute food service helper, substitute cleaner
 - iv. Theresa McAuley - non-certified substitute teacher, assistant and aide
 - v. Daisy Mae - substitute food service helper
 - vi. Kelly Gough - non-certified substitute teacher, assistant and aide

Motion: Evan George Second: Sarah Kullman Yes: 5 No: 0 Abstain: 0 Accept

13. Policy

- a. Second Reading (new policies):
 - i. Title IX and Sex Discrimination #3421
 - ii. Diversity Equity and Inclusion in the District #3430
 - iii. Privacy and Security of Student Data and Teacher and Principal Data #5676
 - iv. Gender Neutral Single-Occupancy Bathrooms #5633

14. Principal's Report - Elaine Dixon-Cross, Principal Mountain View Campus

- a. Principal Dixon-Cross highlighted several events and activities occurring on the Mountain View Campus from the beginning of the school year including Back to School Night, Spirit Week which concluded with a homecoming weekend, Student Council gold card program, college representative visits on campus, students participating in the College Night at PSUC, PSAT exam, COVID testing and the upcoming STEAM Festival scheduled for November 2.

Principal Dixon-Cross introduced two members of the newly formed GriffIT's, Auden Clifford and Cabryn McNaughton. The GriffIT's is a group of eight students working under the leadership of Technology Teacher Tonya Lackey. Auden and Cabryn provided an overview of how this group of students interacts with our younger students through peer tutoring, their participation in an enrichment program over the summer, how they deal with minor technology issues and computer problem solving, and the responsibilities of managing and logging chromebooks for our students. Ms. Lackey stated her hope is to continue to expand this program in the future with the expectation to have a student run help desk.

15. Superintendent's Update

- a. Building Project Update - No update at this time.
- b. Superintendent's Report - See attached.

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 identify yourself and give your address, limiting 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. Next Meeting

- a. Regular Meeting **Wednesday, November 10, 2021** 6:00 PM Lake View Campus

18. Adjournment

Time: 7:24 PM Motion: Sarah Kullman Second: Micah Stewart Yes: 5 No: 0 Abstain: 0
Accept

Minutes are not official until approved by the Board.

Date approved by the BOE: November 10, 2021

Jana Atwell, District Clerk

**Boquet Valley CSD
Special Meeting
Wednesday, October 27, 2021
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 [A]Sarah Kullman [X]Philip Mero
[X]Heather Reynolds [X]Suzanne Russell [X]Micah Stewart

4. **Attendees**

Present: Joshua Meyer, Superintendent

Visitors: None

5. **Executive Session**

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

a. (#8) Discussion involving proposed acquisition, sale or lease of real property.

In: 6:00 PM Motion: Sue Russell Second: Micah Stewart Yes: 6 No: 0 Abstain: 0
Accept

Out: 7:08 PM Motion: Sue Russell Second: Micah Stewart Yes: 6 No: 0 Abstain: 0
Accept

No action taken.

6. **Next Meeting**

a. Regular Meeting Wednesday, November 10, 2021 6:00 PM Lake View Campus

7. **Adjournment**

Time: Motion: Sue Russell Second: Evan George Yes: 6 No: 0 Abstain: 0

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

Date approved by the BOE: November 10, 2021

Jana Atwell, District Clerk

**Boquet Valley CSD
Regular Meeting
Thursday, November 10, 2021
Lake View Campus - Westport, 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 [A]Suzanne Russell [X]Micah Stewart

4. **Attendees**

Present: Joshua Meyer, Superintendent

Bridget Belzile, Deputy District Clerk

Sharlene Petro-Durgan, District Treasurer

Visitors: Irwin Borden

Jim Monty

Abby Monty

Karen Brown

Heather Olson

Elizabeth Hickey

Scarlet Behm

Alessia Caputo

5. **Executive Session**

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

- a. (#4) Discussion involving proposed, pending or current litigation,
- b. (#6) to discuss the medical, financial, credit or employment history of a particular person or persons, and
- c. (#8) discussion involving proposed acquisition, sale or lease of real property.

In: 6:01 PM Motion: Dina Garvey Second: Micah Stewart Yes: 6 No: 0 Abstain: 0
Accept

Out: 6:45 PM Motion: Dina Garvey Second: Evan George Yes: 6 No: 0 Abstain: 0
Accept

No action taken.

- d. Motion to return to regular session at 6:48 PM

Motion: Dina Garvey Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0 Accept

6. **Section VII Softball Championship Resolution of Congratulations - Jim Monty, Softball Coach**

- a. The Boquet Valley Softball team received a Resolution of Congratulations on winning the Section VII Softball Championship from the Essex County Board of Supervisors. On behalf of the varsity softball team, Coach Jim Monty and four members of the softball team presented the resolution to the School Board as the first official Sectional Title of the new school district.

Motion by Phil Mero to accept the resolution, second by Evan George. Motion carried.

7. Audit Committee Report Meeting - Mr. Tom Telling, Telling & Hillman, PC

- a. Focus on the audit committee of the school board gathering with representatives of the independent financial audit firm to examine and discuss a preliminary draft edition of the annual independent financial audit reports, in keeping with increased fiscal accountability responsibilities mandated by New York State.

Members of the Board engaged with independent auditor, Mr. Tom Telling, CPA to examine and discuss the independent financial audit reports for the fiscal year ending June 30, 2021.

8. Annual Independent Auditor Reports and Associated Fiscal Accountability Report

- a. WHEREAS the Boquet Valley Central School District is required to engage an independent certified public accounting firm to conduct an annual audit of the financial operations of the District; and
WHEREAS, the aforesaid audits have been prepared by Telling & Hillman, PC for the fiscal year ended June 30, 2021; and
RESOLVED, that the Board of Education accepts the June 30, 2021 Boquet Valley Central School District audited financial statements; and
THEREFORE BE IT FURTHER RESOLVED, that the District Clerk is authorized to file the June 30, 2021 Audited Financial Statements with the New York State Commissioner of Education in accordance with Education Law 2116-a(3)(a) and the Commissioners' Regulation, Section 170.12(e)(2).

Motion: Evan George Second: Dina Garvey Yes: 6 No: 0 Abstain: 0 Accept

9. Approval of Minutes

- a. Approve the minutes of the October 14, 2021 Regular Meeting and October 27, 2021 Special Meeting as presented.

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

10. 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 identify yourself and give your address, limiting 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.

11. Financials

- a. Approve the following financial reports:
 - i. Warrant 4A dated 10/6/21
 - ii. Warrant 4B dated 10/13/21
 - iii. Warrant 4C dated 10/20/21
 - iv. Warrant 4D dated 10/27/21
 - v. Budget Status Report General Fund 9/30/21
 - vi. Budget Status Report School Lunch Fund 9/30/21
 - vii. Revenue Status Report General Fund 9/30/21
 - viii. Revenue Status Report School Lunch Fund 9/30/21
 - ix. Cash Flow Report July - December 2021
 - x. Capital Project Bank Account Reconciliation 9/30/21
 - xi. Debt Service Bank Account Reconciliation 9/30/21
 - xii. Payroll Bank Account Reconciliation 9/30/21
 - xiii. Extraclassroom Bank Account Reconciliation 9/30/21
 - xiv. Financial Statement of Extraclassroom Activity Fund 9/1/21-9/30/21
 - xv. Multi-Fund Bank Account Reconciliation 9/30/21
 - xvi. Treasurer's Report for Multi-Fund Month of September 30, 2021
 - xvii. Claims Audit Report October 2021
 - xviii. Budgetary Transfer Report 9/1/2021-10/31/2021

Motion: Phil Mero Second: Evan George Yes: 6 No: 0 Abstain: 0 Accept

12. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #12530, 1108, 725, 12458, 2634, 12390, 12550, 1320, 12494, 12495, 003-18-19, 12449, 006-15-16 and 12536.

Motion: Dina Garvey Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0 Accept

13. Action Items - Consent Agenda

- a. Approve a revision to the 2021-2022 school calendar to add an early dismissal on November 22, 2021 to provide an additional Parent/Teacher Conference date,

Motion: Dina Garvey Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0 Accept

14. Personnel - Consent Agenda

- a. Approve the addition of one boys modified basketball coach and one girls modified basketball coach for the 2021-2022 school year each at a stipend of \$3,076. The additional modified coaches will replace the JV boys and girls basketball coaching positions for the 2021-2022 school year only.
- b. Accept and approve the letters of resignation as submitted by:
 - i. Hilary Primo from her position as Special Education Teacher effective November 18, 2021

- ii. Emily Slattery from her position as Food Service Helper effective November 1, 2021.
- iii. Virginia Rice from her position as Bus Aide effective November 5, 2021.
- c. Approve the probationary appointment of Kelly Gough to the full-time 10 month civil service position of Teacher Aide at an hourly rate of \$13.54 effective October 25, 2021 with a 120 day probationary period commencing October 25, 2021 and anticipated to end on or about May 10, 2022 (fingerprint clearance on file).
- d. Approve the appointment of Stevi McCann to the full-time 10 month civil service position of Food Service Helper at an hourly rate of \$13.00 effective November 8, 2021 with a 120 day probationary period commencing on November 8, 2021 and anticipated to end on or about June 6, 2022 (fingerprint clearance on file).
- e. Approve the provisional appointment of Scott Farrell to the full-time civil service position of Director of Facilities at an annual salary of \$61,500 (prorated) effective December 1, 2021 pending receipt of fingerprint clearance.
- f. Approve the following substitute appointments at the established substitute rate of pay or as specifically noted for the 2021-22 school year:
 - i. Kristy Napper - non-certified substitute teacher, teacher assistant, teacher aide and bus aide effective October 27, 2021 (pending receipt of fingerprint clearance)
 - ii. Gwen Goff - long-term clerical substitute at an hourly rate of \$13.50 effective November 4, 2021 through approximately June 24, 2022.
 - iii. Tracy Spooner - substitute food service helper, non-certified substitute teacher and long-term cook manager substitute at an hourly rate of \$17.00 effective November 2, 2021 through approximately January 24, 2022.
 - iv. Virginia Rice - substitute bus aide effective November 8, 2021.
- g. Approve the following extra-curricular appointments and stipends per the current BVFT agreement for the 2021-2022 school year provided that payment of such stipends are contingent upon students returning to regular in-person school learning and the sport team engages in activities as it traditionally has in past school years. Should either of these contingencies not be met, the stipend shall not be paid:
 - i. Scott Gibbs - Senior Play Advisor
 - ii. Don Markwica - Modified B Boys Basketball Coach
 - iii. Barry Morrison - Volunteer Assistant Modified Boys Basketball (no stipend)
 - iv. Dave Kirkby - Volunteer Assistant Modified Girls Basketball (no stipend)
 - v. Jean Dickerson - Game Timer Basketball
 - vi. Jim Monty - Varsity Softball Coach
 - vii. Don Markwica - Varsity Baseball Coach
 - viii. Keith Lobdell - Golf Coach

Motion: Phil Mero Second: Evan George Yes: 6 No: 0 Abstain: 0 Accept

- ix. Diana McGuigan George - Drama Club Advisor

Motion: Sarah Kullman Second: Phil Mero Yes: 5 No: 0 Abstain: 1-George Accept

15. Policy

- a. Approve the adoption of the following new policies as recommended by Erie I Policy Services:
 - i. Title IX and Sex Discrimination #3421
 - ii. Diversity Equity and Inclusion in the District #3430
 - iii. Privacy and Security of Student Data and Teacher and Principal Data #5676
 - iv. Gender Neutral Single-Occupancy Bathrooms #5633
- b. Approve the deletion of current policy #7243 Student Data Breaches as this has been addressed in newly adopted policy #5676.
- c. Approve the revision of current policy #6410 Staff Acceptable Use Policy as presented.

Motion: Phil Mero Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0 Accept

16. Principal's Report - Dan Parker, Principal Lake View Campus

- a. Principal Parker reported a great opening to the 2021-22 school year which included an open house and the addition of several new faculty and staff members. While adjustments are still being made, there is a sense of getting back to normalcy as students participate in field trips and building wide activities such as "Falloween".

17. Superintendent's Update

- a. Building Project Update - See attached
- b. Superintendent's Report - See attached
 - i. Approve the 2022-23 Budget Development Timetable as presented.

Motion: Phil Mero Second: Dina Garvey Yes: 6 No: 0 Abstain: 0 Accept

18. 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 identify yourself and give your address, limiting your comments to three minutes. Opinions, ideas and concerns that are offered by the public will be considered and taken under advisement.

Irwin Borden complimented the new scoreboard.

19. Next Meeting

- a. Regular Meeting Thursday, December 9, 2021 6:00 PM Mountain View Campus

20. Adjournment

Time: 7:47 PM Motion: Evan George Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0

Date approved by the BOE: December 9, 2021

Jana Atwell, District Clerk

**`Boquet Valley CSD
Regular Meeting
Thursday, December 9, 2021
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 6:05 PM [X]Micah Stewart

4. **Attendees**

Present: Joshua Meyer, Superintendent

Jana Atwell, District Clerk

Sharlene Petro-Durgan, District Treasurer

Visitors: Heather Olson

Elizabeth Olson

Zoe Lackey

Tonya Lackey

Joe Graney

5. **Introduction Director of Facilities**

- a. The new Director of Facilities Scott Farrell was introduced to members of the Board. Mr. Farrell thanked Superintendent Meyer and the Board of Education for offering him the opportunity to work for the District.

6. **Executive Session**

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

- a. (#4) Discussion involving proposed, pending or current litigation,
- b. (#6) to discuss the medical, financial, credit or employment history of a particular person or persons, and
- c. (#8) discussion involving proposed acquisition, sale or lease of real property.

In: 6:05 PM Motion: Micah Stewart Second: Evan George Yes: 7 No: 0 Abstain: 0
Accept

Out: 6:58 PM Motion: Sue Russell Second: Phil Mero Yes: 7 No: 0 Abstain: 0
Accept

No action taken.

- d. Motion to return to regular session at 7:08 PM

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

BE IT RESOLVED, that upon the recommendation of the Superintendent, employee #00024 is hereby directed by the Board of Education of the Boquet Valley Central School District to submit to a medical examination by a physician selected by the District, including but not limited to any referrals required for the examination, pursuant to Section 913 of the New York State Education Law, at a time and place to be arranged by the Superintendent, which time and place shall be communicated to the employee in writing by the Superintendent.

Motion: Sue Russell Second: Micah Stewart Yes: 7 No: 0 Abstain: 0 Accept

7. Approval of Minutes

- a. Approve the minutes of the November 10, 2021 Regular Meeting as presented.

Motion: Dina Garvey Second: Sarah Kullman Yes: 6 No: 0 Abstain: 1-Russell Accept

8. 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 identify yourself and give your address, limiting 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.

9. Financials

- a. Approve the following financial reports:
 - i. Warrant 5A dated 11/3/21
 - ii. Warrant 5B dated 11/8/21
 - iii. Warrant 5C dated 11/17/21
 - iv. Budget Status Report General Fund 10/31/21
 - v. Budget Status Report School Lunch Fund 10/31/21
 - vi. Revenue Status Report General Fund 10/31/21
 - vii. Revenue Status Report School Lunch Fund 10/31/21
 - viii. Cash Flow Report July - October 2021
 - ix. Budgetary Transfer Report 10/1/21 - 11/30/21
 - x. Capital Project Bank Account Reconciliation 10/31/21
 - xi. Debt Service Bank Account Reconciliation 10/31/21
 - xii. Payroll Bank Account Reconciliation 10/31/21
 - xiii. Extraclassroom Bank Account Reconciliation 10/31/21
 - xiv. Financial Statement of Extraclassroom Activity Fund 10/1/21-10/31/21
 - xv. Multi-Fund Bank Account Reconciliation 9/30/21 ****REVISED****
 - xvi. Multi-Fund Bank Account Reconciliation 10/31/21
 - xvii. Treasurer's Report for Multi-Fund Month of September 30, 2021 ****REVISED****
 - xviii. Treasurer's Report for Multi-Fund Month of October 31, 2021
 - xix. Cafeteria Profit & Loss Statement July - October 2021

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

10. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #1371, 12525, 632, 2905, 12548, 12549, 564, 007-13-14, 009-18-19, 1295, 743, 1015, 1580, 2869, 1098, 008-14-15, 1309, 504-04-18, 12519, 12518, 1368, 504-07-19, 12464 and 12536.

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

11. Action Items - Consent Agenda

- a. Accept and approve two grants received by Science teacher Erica Loher and the 8th grade elective class, Gardening and the Environment, to fund an aquaponics project, a climate action project and a comparative study of hydroponics, aquaponics and aeroponics in the classroom awarded by:
- i. The Wild Center in the amount of \$200 and
 - ii. Essex County Soil and Water Environmental Education in the amount of \$500.
- b. Authorize the following adjustments associated with the December 31, 2021 transition to \$13.20 per hour minimum wage in accordance with New York State Labor Laws:

Substitute Position	Hourly / Daily	Current Rate of Pay	Rate of Pay effective 12/31/21
Teacher (certified)	Daily	\$98.00	\$112.00
Teacher Assistant (certified)	Daily (7.5 hours)	\$95.00	\$110.00
Teacher Aide (certified)	Daily	\$90.00	\$105.00
Teacher (non-certified)	Daily	\$95.00	\$105.00
Teacher Assistant (non-certified)	Daily (7.5 hours)	\$93.75	\$100.00
Teacher Aide (non-certified)	Daily	\$82.60	\$98.00
Monitor	Daily	\$81.25	\$13.50 \$87.75
Nurse	Daily	\$90.00	\$112.00
Food Service Helper	Hourly	\$12.50	\$14.00
Clerical	Hourly	\$12.50	\$14.00
Cleaner	Hourly	\$12.50	\$14.00
Bus Driver	Hourly	\$21.00	\$21.00

Bus Aide	Hourly	\$12.50	\$14.00
Long-Term Non-Certified Substitute Teacher (0-10 weeks)	Daily	\$125.00	\$125.00
Long-Term Certified Substitute Teacher (0-10 weeks)	Daily	\$175.00	\$175.00
Long-Term Non-Certified Substitute Teacher (11-20 weeks)	Daily	\$150.00	\$150.00
Long-Term Certified Substitute Teacher (11-20 weeks)	Daily	\$200.00	\$200.00

- c. Accept the American Recovery Program (ARP) funding from the New York State Department of Education in the amount of \$1,016,545; approve the use of the funds to make purchases as indicated and authorize the Superintendent and the Board President to execute all documents necessary to effectuate this resolution.

Motion: Phil Mero Second: Sarah Kullman Yes: 7 No: 0 Abstain: 0 Accept

12. Personnel - Consent Agenda

- a. As a result of the adjustments associated with the December 31, 2021 transition to \$13.20 per hour minimum wage in accordance with New York State Labor Laws, hourly rates will be increased to \$13.20 effective December 31, 2021 for the following employees:
- i. Barry Morrison
 - ii. Stevi McCann
- b. Accept and approve the letters of resignation as submitted by:
- i. Austin Carmody from his position as Building Substitute effective October 25, 2021.
 - ii. Cheryl Gowett from her position as Food Service Worker effective November 26, 2021.
 - iii. Chris Peisch from his position as Building Substitute effective November 26, 2021.
 - iv. Nancy Ahrent from her position as Secretary to the Director of Student Support Services effective November 29, 2021.
 - v. Tracey Cross-Baker from the extra-curricular position of Cheerleading Advisor for the 2021-2022 school year.
 - vi. Kelly Gough from her position as Teacher Aide effective on or about December 13, 2021.
 - vii. Julie Napper from her position as Bus Aide effective on or about December 13, 2021.
- c. Approve the appointment of Austin Carmody as the long-term (non-certified) substitute for Kelsey Marvin at a daily rate of \$125.00 effective October 25, 2021 through approximately January 24, 2022.
- d. Approve the appointment of Chris Peisch to the 12 month position of OASIS Grant Project Coordinator and Site Coordinator effective November 29, 2021

through June 30, 2023 at a salary of \$48,500 (pro-rated) for the 2021-22 school year and \$48,500 for the 2022-23 school year.

- e. Approve the appointment of Christina Olsen to the full-time 10 month civil service position of Food Service Helper (37.5 hours per week) effective December 8, 2021 at an hourly rate of \$13.00 increasing to \$13.20 per hour effective December 31, 2021 pending receipt of fingerprint clearance.
- f. Approve the non-tenure track appointment of Kristy Napper to the full-time 10 month position of Teacher Assistant, per the terms of the feinerman agreement, at an annual salary of \$25,000 (pro-rated) for the 2021-2022 school year effective on or about December 13, 2021.
- g. Approve the non-tenure track appointment of Kelly Gough to the full-time 10 month position of Teacher Assistant, per the terms of the feinerman agreement, at an annual salary of \$25,000 (pro-rated) for the 2021-2022 school year effective on or about December 13, 2021.
- h. Approve the appointment of Julie Napper to the full-time 10 month civil service position of Teacher Aide at an hourly rate of \$13.54 for the 2021-2022 school year effective on or about December 13, 2021.
- i. Approve the following substitute appointments at the established substitute rate of pay effective December 10, 2021 or as otherwise noted:
 - i. Janelle Pulsifer - substitute bus aide
 - ii. Taylor Gough - non-certified substitute teacher, teacher assistant and teacher aide (pending receipt of fingerprint clearance)
 - iii. Danielle Gonyea - non-certified substitute teacher, teacher assistant and teacher aide (pending receipt of fingerprint clearance)
 - iv. Brittney Spadafora - certified substitute teacher assistant, non-certified substitute teacher and teacher aide (pending receipt of fingerprint clearance)
 - v. Jessica Pulsifer - substitute food service helper effective December 8, 2021 (pending receipt of fingerprint clearance)
 - vi. Thomas Ryan - substitute principal at a daily rate of \$350 (pending receipt of fingerprint clearance)
 - vii. Julie Napper - substitute bus aide

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

13. Policy (none at this time)

14. Special Education Report - Nelly Collazo, Director of Student Support Services -

See attached. Included with Mrs. Collazo's report this evening were introductions and presentations representing grants that are utilized to enrich the experiences of our students.

OASIS Project Coordinator Chris Peisch was introduced to the members of the Board. Mr. Peish will be collaborating with several community agencies that will be working in conjunction with our students to support their growth and development, and inspire their ability to strive for high levels of personal achievement. These opportunities are made possible through the Extended School Day/School Violence Prevention Grant.

Technology teachers Tonya Lackey and Joe Graney provided an overview of Robotics in the Technology & Engineering classroom, the middle school and high school Robotics Club and the Summer Enrichment Program. Students Zoe Lackey and Elizabeth Olson demonstrated their robotic creations.

15. Superintendent's Update

- a. Building Project Update - See attached
- b. Superintendent's Report - See attached

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 identify yourself and give your address, limiting 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. Next Meeting

- a. Regular Meeting Thursday, January 13, 2022 6:00 PM Lake View Campus
- b. Budget Meeting Thursday, January 27, 2022 6:00 PM Lake View Campus

18. Adjournment

Time: 8:12 PM Motion: Phil Mero Second: Dina Garvey Yes: 7 No: 0 Abstain:0

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

Date approved by the BOE: January 13, 2022

Jana Atwell, District Clerk

7. 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 identify yourself and give your address, limiting 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.

8. Financials

- a. Approve the following financial reports:
 - i. Warrant 6A dated 12/1/21
 - ii. Warrant 6B dated 12/9/21
 - iii. Warrant 6C dated 12/15/21
 - iv. Warrant 6D dated 12/20/21
 - v. Budget Status Report General Fund 11/30/21
 - vi. Budget Status Report School Lunch Fund 11/30/21
 - vii. Revenue Status Report General Fund 11/30/21
 - viii. Revenue Status Report School Lunch Fund 11/30/21
 - ix. Capital Project Bank Account Reconciliation 11/30/21
 - x. Debt Service Bank Account Reconciliation 11/30/21
 - xi. Payroll Bank Account Reconciliation 11/30/21
 - xii. Extraclassroom Bank Account Reconciliation 11/30/21
 - xiii. Financial Statement of Extraclassroom Activity Fund 11/1/21-11/30/21
 - xiv. Multi-Fund Bank Account Reconciliation 11/30/21
 - xv. Treasurer's Report for Multi-Fund Month of November 2021
 - xvi. Cafeteria Profit & Loss Statement July - November 2021
 - xvii. Cash Flow Report July - November 2021
 - xviii. Claims Audit Report December 2021

Motion: Sue Russell Second: Evan George Yes: 6 No: 0 Abstain: 0 Accept

9. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #1611, 2927, 12549, 12507, 12508, 1132, 1310, 12518, 1354, 12464, 504-06-19, 12399 and 1214

Motion: Evan George Second: Sue Russell Yes: 6 No: 0 Abstain: 0 Accept

10. Action Items - Consent Agenda

- a. Approve the disposal of the following obsolete/irreparable assets from the MVC (room 405, 411, 412 and auditorium) Music Department inventory:
 - i. Multiple saxophone and clarinet mouthpieces (no asset tag)
 - ii. Synsonics electric guitar (no asset tag)
 - iii. Acoustic guitars x2 (no asset tags)

- iv. Yamaha PSR-6 electric keyboard Serial #181168 (no asset tag)
 - v. Casio C2-1000 electric keyboard (no asset tag)
 - vi. ProAudio microphone cords (no asset tags)
 - vii. Shure microphone (no asset tag)
 - viii. Wurlitzer Console upright piano serial #1299677 (no asset tag)
 - ix. Gulbrandser upright piano ELCS asset tag #20150064, serial #417697
 - x. Gulbrandser upright piano ELCS asset tag #000112
 - xi. Gulbrandser baby grand piano ELCS asset tag #000152, serial #395867
- b. Approve the disposal of the obsolete All Star Scoreboard with controller and shot clocks model ALS-236 (MVC campus) no asset tag.
 - c. Accept and approve the bid received from Auctions International for the All Star Scoreboard with controller & shot clocks model ALS-236 in the amount of \$155.00.
 - d. Approve the Section VII Combining of Teams Application to combine Willsboro CSD modified and varsity baseball teams with Boquet Valley CSD teams for the 2022 season.
 - e. Approve the donation of one school bus and approximately 1,000 miles to the Youth Commission Program for the purpose of providing transportation for the BVYC Ski Club to and from Whiteface Mountain on the following dates: January 23, 30, February 6, 13, March 6, 13 and 20, 2022.
 - f. Accept the unrestricted contribution from Camp Dudley in the amount of \$10,000.
 - g. Resolved by the Board of Education of the Boquet Valley Central School District that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

Further resolved, that in accordance with Article 57-A:

- a. Only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;
- b. Only those records will be disposed of that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond established legal minimum periods.

Motion: Sue Russell Second: Phil Mero Yes: 6 No: 0 Abstain: 0 Accept

11. Personnel - Consent Agenda

- a. Approve the requests to extend maternity leave received from:
 - i. Kelsey Marvin to extend her maternity leave return date from January 24, 2022 to March 14, 2022
 - ii. Aubrey Pulsifer to extend maternity leave return date from February 28, 2022 to March 25, 2022.
- b. Accept and approve the letters of resignation as submitted by:
 - i. Andrea Blades from her position as Teacher Aide effective December 22, 2021.

- ii. Julie Napper from her position as Teacher Aide effective January 2, 2022.
- c. Accept and approve the irrevocable letter of intent to retire as submitted by Laura Napper from her position as French Teacher effective July 1, 2023.
- d. Approve the reappointment of Julie Napper to the full-time 10 month civil service position of Bus Aide at an hourly rate of \$13.20 effective January 3, 2022 with a continuation of her original 120 day probationary period which began on October 15, 2021 and is anticipated to end on April 13, 2022.
- e. Approve the long-term substitute daily pay rate increases per the Board approved substitute salary pay chart for the following:
 - i. Deborah Blake, long-term (certified) substitute for Aubrey Pulsifer, at a daily rate of \$200.00 effective January 5, 2022 (weeks 11-20).
 - ii. Austin Carmody, long-term (non-certified) substitute for Kelsey Marvin, at a daily rate of \$175.00 effective January 19, 2022 (weeks 11-20).
- f. Approve the change in civil service title for Stevi McCann from Food Service Helper to Cook at an hourly rate of \$13.20 effective January 14, 2022 with a continuation of her original 120 day probationary period which began on November 8, 2021 and is anticipated to end on June 6, 2022.
- g. Approve the change in civil service title for Kyle Harrington from Mechanic/Maintenance Person/Bus Driver to Maintenance Person/Bus Driver at an hourly rate of \$17.50 effective December 27, 2021.
- h. Approve the appointment of Melissa Pierce to the permanent full-time (12 month) civil service position of Bus Driver/Cleaner effective December 27, 2021.
- i. Approve the appointment of Kyle Harrington to the permanent full-time (12 month) civil service position of Maintenance Person/Bus Driver effective December 27, 2021.
- j. Approve the salary adjustment for Maintenance Person/Bus Driver Irvin Calkins from \$17.07 per hour to \$17.50 per hour effective December 27, 2021 (retroactive).
- k. Approve the non-tenure track appointment of Elizabeth Otto to the position of Special Education Teacher, per the terms of the feinerman agreement, at an annual salary of \$43,614 (retroactive and prorated) for the remainder of the 2021-2022 school year effective December 10, 2021.
- l. Approve the appointment of Michelle Feeley as a mentor at a rate of \$1,500.00 effective December 10, 2021 (prorated) for the remainder of the 2021-2022 school year.
- m. Amend the appointment of Food Service Helper Christina Olsen to include a 120 probationary period commencing on December 8, 2021 and anticipated to end on or about June 21, 2022
- n. Approve the appointment of Larry Cooney II to the full-time 10 month position of full-time Bus Driver effective January 10, 2022 at an hourly rate of \$17.25 with a 120 probationary period commencing on January 10, 2022 and anticipated to end on or about September 15, 2022 (fingerprint clearance on file).
- o. Approve the following substitute appointments at the established substitute rate of pay effective January 10, 2021:
 - i. Lauren Gough - non-certified substitute teacher, teacher assistant, teacher aide, food service helper and clerical (pending receipt of fingerprint clearance)

- ii. Skylar Bisselle - non-certified substitute teacher, teacher assistant and teacher aide (pending receipt of fingerprint clearance)
 - iii. Deborah Pierce - substitute nurse (pending receipt of fingerprint clearance)
 - iv. Analis Burdo - non-certified substitute teacher, teacher assistant and teacher aide (pending receipt of fingerprint clearance)
 - v. Kaleb Pettit - non-certified substitute teacher, teacher assistant and teacher aide (pending receipt of fingerprint clearance)
 - vi. Sarah Chandler - non-certified substitute teacher, teacher assistant and teacher aide (pending receipt of fingerprint clearance)
- p. Approve the following extra-curricular appointments and stipends per the current Boquet Valley Federation of Teachers contract, as applicable, for the 2021-22 school year provided that payment of such stipends are contingent upon students returning to regular in-person school learning and the sport teams engage in activities as it traditionally has in past school years. Should either of these contingencies not be met, the stipend shall not be paid.
- i. Girls Modified B Basketball Coach (\$3076) - Keith Lobdell
 - ii. Basketball Game Timer (\$38.55 per night) - Scott Farrell
 - iii. Basketball Chaperone (\$38.54/2 games, \$47.52/3 games) - Terry Egglefield and Paul Buehler

Motion: Sue Russell Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0 Accept

- iv. Boys Modified B Basketball Volunteer Assistant (no stipend) - Thomas Mero

Motion: Evan George Second: Micah Stewart Yes: 5 No: 0 Abstain: 1-Mero Accept

12. Policy (none at this time)

13. Principal's Report - Dan Parker, Principal Lake View Campus

Principal Parker discussed several happenings at the Lake View Campus within the past few months including Veteran's Day activities, Project We Care, Winter Solstice and a new 3D printer.

14. Superintendent's Update

- a. Building Project Update - no update at this time
- b. Superintendent's Report - see attached

15. 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 identify yourself and give your address, limiting 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.

16. Next Meeting

- a. Budget Meeting Thursday, January 27, 2022 6:00 PM Lake View Campus
- b. Regular Meeting Thursday, February 10, 2022 6:00 PM Mountain View Campus
- c. Regular Meeting Thursday, March 10, 2022 6:00 PM Lake View Campus

17. Adjournment

Time: 7:55 PM Motion: Evan George Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0

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

Date approved by the BOE: February 10, 2022

Jana Atwell, District Clerk

Boquet Valley CSD
Regular Meeting
Thursday, February 10, 2022
Mountain View Campus - Elizabethtown, NY

OFFICIAL MINUTES

1. **Call to Order** **At:** 6:20 PM **By:** Vice President Garvey

2. **Pledge of Allegiance**

3. **Roll Call**

[X]Dina Garvey [A]Evan George [X]Sarah Kullman [A]Philip Mero
[A]Heather Reynolds [X]Suzanne Russell [X]Micah Stewart

4. **Attendees**

Present: Joshua Meyer, Superintendent
 Jana Atwell, District Clerk

Visitors: None

5. **Approval of Minutes**

- a. Approve the minutes of the January 13, 2022 Regular Meeting and January 27, 2022 Budget Meeting as presented.

Motion: Sue Russell Second: Micah Stewart Yes: 4 No: 0 Abstain: 0 Accept

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 identify yourself and give your address, limiting 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.

7. **Financials**

- a. Approve the following financial reports:
 - i. Warrant 7A dated 1/5/22
 - ii. Warrant 7B dated 1/12/22
 - iii. Warrant 7C dated 1/19/22
 - iv. Warrant 7D dated 1/26/22
 - v. Budget Status Report General Fund 12/31/21
 - vi. Budget Status Report General Fund 1/31/22
 - vii. Budget Status Report School Lunch Fund 12/31/21
 - viii. Budget Status Report School Lunch Fund 1/31/22

- ix. Revenue Status Report General Fund 12/31/21
- x. Revenue Status Report General Fund 1/31/22
- xi. Revenue Status Report School Lunch Fund 12/31/21
- xii. Revenue Status Report School Lunch Fund 1/31/22
- xiii. Budgetary Transfer Report 1/1/22 - 1/31/22
- xiv. Capital Project Bank Account Reconciliation 12/31/21
- xv. Capital Project Bank Account Reconciliation 1/31/22
- xvi. Debt Service Bank Account Reconciliation 12/31/21
- xvii. Debt Service Bank Account Reconciliation 1/31/22
- xviii. Payroll Bank Account Reconciliation 12/31/21
- xix. Payroll Bank Account Reconciliation 1/31/22
- xx. Extraclassroom Bank Account Reconciliation 12/31/21
- xxi. Extraclassroom Bank Account Reconciliation 1/31/22
- xxii. Financial Statement of Extraclassroom Activity Fund 12/1/21-12/31/21
- xxiii. Financial Statement of Extraclassroom Activity Fund 1/1/22-1/31/22
- xxiv. Multi-Fund Bank Account Reconciliation 12/31/21
- xxv. Multi-Fund Bank Account Reconciliation 1/31/22
- xxvi. Treasurer's Report for Multi-Fund Month of December 2021
- xxvii. Treasurer's Report for Multi-Fund Month of January 2022
- xxviii. Cafeteria Profit & Loss Statement July - January 2022
- xxix. Cash Flow Report July - January 2022
- xxx. Claims Audit Report January 2022

Motion: Sue Russell Second: Micah Stewart Yes: 4 No: 0 Abstain: 0 Accept

8. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #1371, 12549 and 12464.

Motion: Micah Stewart Second: Sarah Kullman Yes: 4 No: 0 Abstain: 0 Accept

9. Action Items - Consent Agenda

- a. Accept and approve the bid received from Auctions International for the Gulbransen baby grand piano in the amount of \$92.50.
- b. Accept two \$1,000.00 donations from the Rogers-Carroll Family Foundation for the purpose of:
 - i. Providing a scholarship(s) to an art student(s) as determined by the District and
 - ii. Making a contribution to the art program to be used as determined by the District.

Motion: Sarah Kullman Second: Micah Stewart Yes: 4 No: 0 Abstain: 0 Accept

10. Personnel - Consent Agenda

- a. Approve the following employees to be compensated at their hourly rate for extra duties (bus arrival and dismissal) served beyond their normal work day effective January 3, 2022:

- i. Jackie Chan-Seng
 - ii. Tonya Lackey
 - iii. Kristen Larkin
- b. Accept and approve the letter of resignation as submitted by Marie Williams from her position as Special Education Teacher effective March 13, 2022.
- c. Approve the appointment of Lauren Gough to the position of Building Substitute for the remainder of the 2021-2022 school year at a daily rate of \$105.00 effective February 14, 2022.
- d. Approve the provisional appointment of Lea Crowningshield to the full-time 12 month position of Secretary to the Director of Student Support Services (civil service title clerk) effective on or about February 22, 2022 at an hourly rate of \$17.00 with five (5) vacation days for the 2021-2022 school year pending receipt of fingerprint clearance.
- e. Approve the following salary adjustments:
 - i. Stevi McCann Cook from \$13.20 per hour to \$15.00 per hour effective February 14, 2022.
 - ii. Abbey Cramer Secretary to the Principal from \$16.00 per hour to \$17.00 per hour effective February 22, 2022.
- f. Approve the following substitute appointments at the established substitute rate of pay unless otherwise noted:
 - i. Lori McCallister - temporary clerical substitute to the Director of Student Support Services at a rate of \$17.00 per hour effective January 18, 2022.
 - ii. Tyler Kepes - non-certified substitute teacher, teacher assistant and teacher aide effective February 7, 2022 (pending receipt of fingerprint clearance).
 - iii. Amy Connor - non-certified substitute teacher, teacher assistant and teacher aide effective February 11, 2022 (pending receipt of fingerprint clearance)
- g. Approve the following extra-curricular appointments and stipends per the current Boquet Valley Federation of Teachers contract, as applicable, for the 2021-22 school year provided that payment of such stipends are contingent upon students returning to regular in-person school learning and the sport teams engage in activities as it traditionally has in past school years. Should either of these contingencies not be met, the stipend shall not be paid.
 - i. Weightroom Supervisor (\$12.85 per hour) - Paul Buehler
 - ii. Basketball Game Timer (\$38.55 per night) - Terry Egglefield
 - iii. Basketball Chaperone (\$38.54/2 games, \$47.52/3 games) - Deborah Blake and Adele Jesmer

Motion: Micah Stewart Second: Sarah Kullman Yes: 4 No: 0 Abstain: 0 Accept

11. Policy (none at this time)

12. Superintendent's Update - None at this time

- a. Superintendent's Report

13. 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 identify yourself and give your address, limiting 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.

14. Next Meeting

- a. Regular Meeting Thursday, March 10, 2022 6:00 PM Lake View Campus
- b. Budget Meeting Thursday, March 24, 2022 6:00 PM Lake View Campus

15. Executive Session -None at this time

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..

In:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table
Out:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table

16. Adjournment

Time: 6:26 PM Motion: Sarah Kullman Second: Micah Stewart Yes: 4 No: 0 Abstain: 0

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

Date approved by the BOE: March 10, 2022

Jana Atwell, District Clerk

Boquet Valley CSD
Regular Meeting
Thursday, March 10, 2022
Lake View Campus - Westport, 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-entered 6:01 PM [X]Sarah Kullman [X]Philip Mero
[X]Heather Reynolds [X]Suzanne Russell [X]Micah Stewart

4. **Attendees**

Present: Joshua Meyer, Superintendent

Jana Atwell, District Clerk

Sharlene Petro-Durgan, District Treasurer

Visitors: Jennifer Barber

Alena Crandall-Otis

Isabella Johnson

Ariel Kerr

Muriel Kerr

Julie Bisselle

5. **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.

In: 6:01 PM Motion: Sarah Kullman Second: Dina Garvey Yes: 7 No: 0 Abstain: 0
Accept

Out: 6:48 PM Motion: Micah Stewart Second: Evan George Yes: 7 No: 0 Abstain: 0
Accept

No action taken.

- b. Motion to return to regular session at 7:04 PM.

Motion: Phil Mero Second: Sue Russell Yes: 7 No: 0 Abstain: 0 Accept

6. **Presentations**

- a. 3D Printing Club - A presentation and demonstration of the 3D printing machine was provided by Technology Teacher Joe Graney and 4 student members of the after school Printing Club followed by an informative question and answer session. Each Board member was presented with a name plate.

- b. Youth Art Month - Art Teacher Jennifer Barber was present this evening to share a display and photos of Kindergarten through grade 5 student artwork in celebration of Youth Art Month. Several students have been chosen to have their artwork on display at the NYS Art Teacher Exhibit, the Lake Placid Center for the Arts and locally at the Westport Heritage House.

7. Approval of Minutes

- a. Approve the minutes of the February 10, 2022 Regular Meeting as presented.

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

8. 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 identify yourself and give your address, limiting 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.

9. Financials

- a. Approve the following financial reports:
 - i. Warrant 8A dated 2/2/22
 - ii. Warrant 8B dated 2/9/22
 - iii. Warrant 8C dated 2/16/22
 - iv. Warrant 8D dated 2/23/22
 - v. Budget Status Report General Fund 2/28/22
 - vi. Budget Status Report School Lunch Fund 2/28/22
 - vii. Revenue Status Report General Fund 2/28/22
 - viii. Revenue Status Report School Lunch Fund 2/28/22
 - ix. Capital Project Bank Account Reconciliation 2/28/22
 - x. Debt Service Bank Account Reconciliation 2/28/22
 - xi. Payroll Bank Account Reconciliation 2/28/22
 - xii. Extraclassroom Bank Account Reconciliation 2/28/22
 - xiii. Financial Statement of Extraclassroom Activity Fund 2/1/22- 2/28/22
 - xiv. Multi-Fund Bank Account Reconciliation 2/28/22
 - xv. Treasurer's Report for Multi-Fund Month of February 2022
 - xvi. Cafeteria Profit & Loss Statement July - February 2022
 - xvii. Cash Flow Report July - February 2022
 - xviii. Fund Balance Projection 2021-2022
 - xix. Claims Audit Report February 2022

Motion: Sue Russell Second: Sarah Kullman Yes: 7 No: 0 Abstain: 0 Accept

10. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #12530, 1371, 12551, 1059, 12507, 670, 1132, 555, 2869, P01-14-15, 1214, 12442, 1170, 1301 and 12464.

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

11. Action Items - Consent Agenda

- a. Approve the service contract with James Shultis, Educator and Consultant, to provide one (1) in-person session, up to three (3) hours in-person student sessions on transgender and nonbinary identities and experiences and how to build an affirming, inclusive environment for students and families, and up to four (4) hours additional support to student leaders and the DEI Committee to provide subject matter expertise and consultant on future work and projects in the amount of \$2,128.00.
- b. BE IT RESOLVED, upon the recommendation of the Superintendent the Boquet Valley Central School District Board of Education approves canceling and waiving interest, penalties and other charges pursuant to Real Property Tax Law, Section 1182, on parcels owned by Vincent Place in the towns of Elizabethtown and Westport and canceling all interest charged by the school district on the same parcels, and authorizing a refund to Mr. Place in the amount of \$3,141.21.
- c. Approve the amendment to the 2021-2022 Student and Parent Handbook - Dress Code section 8 g.Masks.
- d. Accept and approve the St. Lawrence/Lewis BOCES Cooperative Purchasing Bid for the 2022-2023 fiscal year starting July 1, 2022 through June 30, 2023 to purchase fuel oil from MX Petroleum at the quoted fixed price per gallon as follows:
 - i. MVC main building \$2.7401
 - ii. MVC bus garage \$2.8910
 - iii. LVC main building \$2.8910
 - iv. LVC bus garage \$2.8910

Motion: Phil Mero Second: Sarah Kullman Yes: 7 No: 0 Abstain: 0 Accept

12. Personnel - Consent Agenda

- a. Approve the appointment of Abbey Cramer to the permanent full-time (12 month) position of Secretary to the Principal (civil service title clerk) effective February 28, 2022.
- b. Approve the appointment of Stacy Pulsifer to the permanent full-time (12 month) civil service position of Senior Mechanic/Maintenance Person/Bus Driver effective March 2, 2022.
- c. Accept and approve the resignation of Stephanie Booth from her position as Cook Manager effective February 23, 2022.
- d. Approve the deletion of one (1) Cook Manager title and position and replace it with a Food Service Helper title and position effective February 23, 2022.
- e. Approve the probationary appointment of Theresa McAuley to the full-time (10 month) civil service position of Teacher Aide at an hourly rate of \$13.54 effective

March 14, 2022 with a 120 day probationary period commencing March 14, 2022 and anticipated to end on or about November 17, 2022.

- f. Approve the appointment of Austin Carmody to the position of long-term substitute (non-certified) Special Education Teacher effective March 14, 2022 for the remainder of the 2021-2022 school year at a daily rate of \$150.00. Effective April 8, 2022 the salary will increase to \$43,614 (Step 1) prorated April 8, 2022 to June 24, 2022.
- g. Approve the appointment of Tyler Kepes to the part-time (10 month) position of OASIS Program Assistant at an hourly rate of \$20.00 effective February 28, 2022 for the remainder of the 2021-2022 school year.
- h. Approve the appointment of Bridget Snow as a tutor on an as needed basis at an hourly rate of \$52.00 effective March 2, 2022.
- i. Accept the resignation as submitted by Amy Nelson from the extra-curricular position of Music Ensemble II (show choir) Advisor for the 2021-2022 school year.
- j. Approve the following extra-curricular appointments and stipends per the current Boquet Valley Federation of Teachers contract, as applicable, for the 2021-22 school year provided that payment of such stipends are contingent upon students returning to regular in-person school learning and the sport teams engage in activities as it traditionally has in past school years. Should either of these contingencies not be met, the stipend shall not be paid:
 - i. Golf Co-Coach (\$1055 each) - Keith Lobdell
 - ii. Golf Co-Coach (\$1055 each) - David Kirkby
 - iii. Modified Softball Coach (\$2110) - Irwin Borden
 - iv. Basketball Chaperone (\$38.54/2 games, \$47.52/3 games) - Tom Bisselle

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

13. Board Discussion

- a. CVES Board Member Nomination

Current Boquet Valley CSD CVES Board representative Doug Spilling's term expires on June 30, 2022. Mr. Spilling will not be running for reelection therefore our district may nominate a Board candidate to run for an open seat. Nominations for the annual election of CVES Board Members will be accepted until March 29, 2022 for eight seats: six will be a three-year term of office from July 1, 2022 to June 30, 2025 and two seats for an unexpired term of office from April 29, 2022 to June 30, 2022. The election will occur on April 28, 2022 by component district Boards of Education at a meeting held in their individual districts.

14. Policy (none at this time)

15. Director of Student Support Services Report - Nelly Collazo

Director Collazo shared information regarding the extended school day grant (OASIS - Opportunities and Supports in Schools) which is currently providing academic support and enrichment to approximately 30 students. The program is provided at both campuses and works in collaboration with ACAP while at the Lake View Campus. Mrs. Collazo

also discussed Pre-Kindergarten registration, and new procedures to simplify the process for Board approval of special education annual review recommendations.

16. Superintendent's Update

- a. Project Update - Superintendent Meyer and architects Mike Harris and Eric Robert will be meeting with NYSED March 17 for further discussion regarding the capital project.
- b. Superintendent's Report - See attached
 - i. Mask language will be omitted from the Student and Parent Handbook for the remainder of the 2021-22 school year.
 - ii. Grade 3-8 and Regents testing will be held this year.
- c. Budget Discussion - See attached

17. 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 identify yourself and give your address, limiting your comments to three minutes. Opinions, ideas and concerns that are offered by the public will be considered and taken under advisement.

Floor opened for public comment, none voiced.

18. Executive Session - not needed

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

- a. (#5) to discuss collective negotiations pursuant to Article 14 of the Civil Service Law.

In:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table
Out:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table

19. Next Meeting

- a. Budget Meeting Thursday, March 24, 2022 6:00 PM Lake View Campus
- b. Regular Meeting Thursday, April 7, 2022 6:00 PM MountainView Campus
- c. ~~Budget~~ Special Meeting (CVES Budget & Board Member Vote) Thursday, April 28, 2022 ~~***CANCELED***~~

20. Adjournment

Time: 7:58 PM Motion: Sarah Kullman Second: Micah Stewart Yes: 7 No: 0 Abstain: 0

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

Date approved by the BOE: April 13, 2022

Boquet Valley CSD
Budget Meeting
Thursday, March 24, 2022
Lake View Campus - Westport, 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- entered 6:04 PM [X]Micah Stewart

4. **Attendees**
Present: Joshua Meyer, Superintendent Visitors: Tonya Lackey
 Sharlene Petro-Durgan, District Treasurer
 Bridget Belzile, Deputy District Clerk

5. **Superintendent's Report** - See attached.

6. **2022-2023 Budget Discussion**
 - a. The Board will review and discuss the 2022-2023 proposed budget.
 - b. The Board of Education approves proposition #2 to be placed on the ballot at the Budget Vote & Election to be held on May 17, 2022.
 - i. To elect three (3) members to the Board of Education for three year terms commencing July 1, 2022 and expiring on June 30, 2025 to succeed Philip Mero, Heather Reynolds and Suzanne Russell whose terms expire on June 30, 2022. Voters may vote for three trustees.
 - c. The Board of Education approves proposition #3 to be placed on the ballot at the Budget Vote & Election to be held on May 17, 2022.
 - i. Shall the Board of Education appropriate and expend in the 2022-2023 fiscal year one hundred forty-one thousand dollars (\$141,000.00) from the existing Transportation and Maintenance Equipment Capital Reserve Fund for the purpose of purchasing two (2) thirty-five (35) passenger school buses at a maximum cost of one hundred forty-one thousand dollars (\$141,000.00) to pay for the buses in full?
 - d. The Board of Education approves proposition #4 to be placed on the ballot at the Budget Vote & Election to be held on May 17, 2022.
 - i. Shall the Board of Education appropriate and expend in the 2022-2023 fiscal year thirty-five thousand dollars (\$35,000.00) from the existing Transportation and Maintenance Equipment Capital Reserve Fund for the purpose of purchasing one (1) sidewalk, driveway and lawn maintenance tractor at a maximum cost of thirty-five thousand dollars (\$35,000.00) to pay for the equipment in full?

- e. The Board of Education approves proposition #5 to be placed on the ballot at the Budget Vote & Election to be held on May 17, 2022.
 - i. Shall the Board of Education of the Boquet Valley Central School District, as pursuant to Education Law 259, be authorized to levy and collect an annual tax, year after year, separate and apart from the annual school district budget, in the amount of fifteen thousand dollars (\$15,000.00) which shall be paid to the Westport Library Association, and seven thousand dollars (\$7,000.00) which shall be paid to the Wadhams Free Library, for the support and maintenance of the libraries; with the appropriated amount to be the annual appropriation until thereafter modified by a future vote of the electors of the Boquet Valley Central School District?

Motion: Sue Russell Second: Dina Garvey Yes: 7 No: 0 Abstain: 0 Accept

7. Next Meeting

- a. Regular Meeting ~~Thursday, April 7, 2022~~ **Wednesday, April 13, 2022** 6:00 PM
MountainView Campus
- b. Special Meeting Thursday, April 28, 2022 (CVES Administrative Budget & BOE Member Vote) **time & location TBD**

8. Executive Session

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

- a. (#5) to discuss collective negotiations pursuant to Article 14 of the Civil Service Law and
- b. (#6) to discuss the medical, financial, credit or employment history of a particular person or persons..

In: 7:07 PM Motion: Evan George Second: Phil Mero Yes: 7 No: 0 Abstain: 0 Accept
Out: 8:54 PM Motion: Dina Garvey Second: Phil Mero Yes: 7 No: 0 Abstain: 0 Accept

No action taken.

9. Adjournment

Time: 8:55 PM Motion: Dina Garvey Second: Phil Mero Yes: 7 No: 0 Abstain: 0

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

Date approved by the BOE: April 13, 2022

Jana Atwell, District Clerk

7. Approval of Minutes

- a. Approve the minutes of the March 10, 2022 Regular Meeting, March 24, 2022 Budget Meeting and April 7, 2022 Special Meeting as presented.

Motion: Evan George Second: Phil Mero Yes: 5 No: 0 Abstain: 0 Accept

8. 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 identify yourself and give your address, limiting your comments to three minutes. Opinions, ideas and concerns that are offered by the public will be considered and taken under advisement.

Elementary Teacher Julie Bisselle commented on the “great” professional development opportunity that was provided earlier today.

9. Financials

- a. Approve the following financial reports:
 - i. Warrant 9A dated 3/3/22
 - ii. Warrant 9B dated 3/9/22
 - iii. Warrant 9C dated 3/16/22
 - iv. Warrant 9D dated 3/23/22
 - v. Warrant 9E dated 3/30/22
 - vi. Budget Status Report General Fund 3/31/22
 - vii. Budget Status Report School Lunch Fund 3/31/22
 - viii. Revenue Status Report General Fund 3/31/22
 - ix. Revenue Status Report School Lunch Fund 3/31/22
 - x. Capital Project Bank Account Reconciliation 3/31/22
 - xi. Debt Service Bank Account Reconciliation 3/31/22
 - xii. Payroll Bank Account Reconciliation 3/31/22
 - xiii. Extraclassroom Bank Account Reconciliation 3/31/22
 - xiv. Financial Statement of Extraclassroom Activity Fund 3/1/22- 3/31/22
 - xv. Multi-Fund Bank Account Reconciliation 3/31/22
 - xvi. Treasurer’s Report for Multi-Fund Month of March 2022
 - xvii. Cafeteria Profit & Loss Statement July - March 2022
 - xviii. Cash Flow Report July - March 2022
 - xix. Fund Balance Projection 2021-2022 as of 3/31/22
 - xx. Budgetary Transfer Report from 3/1/22 to 3/31/22
 - xxi. Claims Audit Report March 2022

Motion: Evan George Second: Dina Garvey Yes: 5 No: 0 Abstain: 0 Accept

10. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #1611, 1354 and 2716.

11. Action Items - Consent Agenda

- a. Approve the 1GPA (Government Procurement Alliance) Cooperative Procurement Membership Agreement in order to participate in any bid or proposal issued by 1GPA on behalf of one or more of the identified Lead Agencies (Schoolhouse Construction Services LLC) at no charge for membership.
- b. Approve the proposal as prepared by A.W. Farrell & Son, Inc. for Paul Lamoy, Schoolhouse Construction Services LLC) to complete roof repair at the Lake View Campus as stated within the proposal at a cost of \$46,207.00.
- c. Approve the estimated 5 year NERIC Installment Purchase quote:

WHEREAS, the Board of Education of the Boquet Valley Central School District (hereinafter referred to as the "District") desires to enter into a five (5) year service agreement with the Albany-Schoharie-Schenectady-Saratoga Board of Cooperative Educational Services (hereinafter referred to as "CR BOCES") in order for the CR BOCES to furnish certain services to the District pursuant to New York State Education Law §1950(4)(jj), those services being administrative services in Co-Ser 604.

NOW THEREFORE, IT IS RESOLVED, that the Board of Education of the Boquet Valley Central School District agrees to enter into a contract with the CR BOCES for the provision of said services to the District and not to exceed in total over the life of this agreement the total amount of \$18,077.94 and associated CR BOCES charges with such amount to include annual CR BOCES support costs and applicable taxes and surcharges, and with such support costs and applicable taxes and surcharges included at the current rate and subject to change as established in the CR BOCES budget or mandated by any federal, state or local authority.

This amount may be amended with the approval of both parties. The District will be liable to CR BOCES for early cancellation or withdrawal from this agreement to the same extent that CR BOCES is liable to any vendor(s) of these services, including liability for applicable penalties or liquidated damages, and the District will also be liable for costs and expenses, including reasonable attorneys' fees and disbursements, incurred by CV BOCES as consequence of any such early cancellation or withdrawal. The District further agrees to indemnify, defend and hold BOCES, its elected officials, its employees, and agents, harmless from any and all liability, claims including bodily injury or property damage, causes of action, damages and expenses, including attorney fees, which may arise out of the negligent actions of the District, its elected officials, employees, agents, invitees, and volunteers while using this service.

Payment will be made as part of a regular annual CR BOCES contract for services. Further, this agreement is subject to the approval of the Board of Education of CR BOCES. This contract will be for a maximum period of five (5) years commencing on or about May 16, 2022 and continuing through June 30, 2027.

- d. Approve the disposal of the following obsolete assets from the Lake View Campus:
 - i. Brother Fax Machine (room 110) asset tag #A00369768

- ii. Computers located in the locker room with asset tag numbers: ELW000443, WCS1547, A00823129, A00823128, A00823115, A00823117, A00823099, A00823098, A00823100, A00823096, A00823094, A00823104, A00823105, A00823097, A00823092, A00823091, A00823101, A00823095, A00823102, A00019102, A00019162, A00019159, A00019270, A00019211, A00019154, A00019151, A00054419, A00097229, A00142343, A00425345, A00142335, A00369709, A00313768, A00300798, A00369710 and A00514985
- e. Approve the donation of the #22 BVCS basketball jersey to the family of Beckham Egglefield.
- f. Approve the Pay Date Schedule for the 2022-2023 school year as presented.
- g. Approve the 2022-2023 school calendars as presented.
- h. Establish and approve the compensation rate of \$13.20 per hour for inspectors serving at the Annual Budget Vote & Election to be held on May 17, 2022.
- i. Approve the Chairperson and Inspector List for the Annual Budget Vote & Election to be held on May 17, 2022 as presented.
- j. Commission the Superintendent to submit a letter of interest to Essex County Board of Supervisors to partner with Essex County in applying for the Federal Communications Emergency Connectivity Fund Program (FCC ECF Program). This program is designed to add internet service via fiber and microwaves to distinct residents.

Motion: Evan George Second: Dina Garvey Yes: 5 No: 0 Abstain: 0 Accept

12. Personnel - Consent Agenda

- a. Approve the appointment of the following employees to the permanent full-time (10 month) civil service position of Teacher Aide effective March 16, 2022:
 - i. Jean Dickerson
 - ii. Brad Egglefield
 - iii. Jenifer O'Neill
 - iv. Janelle Pulsifer
- b. Approve the appointment of Julie Casavaugh to the permanent full-time (12 month) civil service position of Cleaner/Bus Driver effective March 17, 2022.
- c. Upon the recommendation of the Superintendent, Elizabeth Canne, who holds a professional certification in the Childhood Education (grade 1-6) area, is hereby granted tenure in the Childhood Education tenure area effective September 1, 2022.
- d. Upon the recommendation of the Superintendent, Katie Cutcher, who holds a professional certification in the Speech and Language Disabilities area, is hereby granted tenure in the Speech and Language Disabilities tenure area effective September 1, 2022.
- e. Upon the recommendation of the Superintendent, John Fairchild, who holds a permanent certification in the Mathematics 7-12 area, is hereby granted tenure in the Mathematics tenure area effective September 1, 2022.

- f. Upon the recommendation of the Superintendent, Kristin Fiegl, who holds an initial certification in the Library Media Specialist area, is hereby granted tenure in the Library Media Specialist tenure area effective September 1, 2022.
- g. Upon the recommendation of the Superintendent, Ellen Kiely, who holds an initial certification in the Childhood Education (grade 1-6) area, is hereby granted tenure in the Childhood Education tenure area effective September 1, 2022.
- h. Upon the recommendation of the Superintendent, Rhonda Sloper, who holds a professional certification in the Childhood Education (grade 1-6) area, is hereby granted tenure in the Childhood Education tenure area effective September 1, 2022.
- i. Upon the recommendation of the Superintendent, Serene-Lee Holland, who holds a Level I Teacher Assistant Certificate is hereby granted tenure as a Teacher Assistant effective September 1, 2022.
- j. Accept and approve the amended letter of retirement as submitted by Gwen Sherman from her position as Teacher Assistant effective October 1, 2022 rather than October 12, 2022.
- k. Accept and approve the following resignations as submitted by:
 - i. Tracey Cross-Baker, School Counselor effective June 24, 2022
 - ii. Lisa Whalen, Teacher Assistant effective June 30, 2022
 - iii. Leighann Greene, Elementary Teacher effective June 30, 2022
- l. Approve the appointment of Austin Carmody as a substitute OASIS Program Assistant at an hourly rate of \$20.00 effective March 1, 2022 for the remainder of the 2021-2022 school year.
- m. Approve the appointment of Jo Ann Husslein as a substitute (non-certified) teacher, teacher assistant and teacher aide per the current substitute pay rate effective April 14, 2022 pending receipt of fingerprint clearance.
- n. Approve the appointment of Judy James as a substitute (non-certified) teacher, teacher assistant and teacher aide per the current substitute pay rate effective April 14, 2022 pending receipt of fingerprint clearance.
- o. Approve the following extra-curricular appointments and stipends per the current Boquet Valley Federation of Teachers contract, as applicable, for the 2021-22 school year provided that payment of such stipends are contingent upon students returning to regular in-person school learning and the sport teams engage in activities as it traditionally has in past school years. Should either of these contingencies not be met, the stipend shall not be paid:
 - i. Modified Baseball Coach (\$2110) - Bradley Shumway
 - ii. Track Coach (Spring) (\$1504) - Kyle Smith
 - iii. Volunteer Assistant Modified Softball - Lily Whalen
 - iv. Volunteer Assistant Varsity Baseball - Robert Rice
 - v. Volunteer Assistant Varsity Softball - Danielle Schwoebel
- p. Approve Tracey Cross-Baker to be compensated at her hourly rate for extra duties (bus arrival and dismissal) served beyond her normal work day effective January 3, 2022.
- q. Approve the agreement for Confidential Secretary/Deputy District Clerk Bridget Belzile effective June 1, 2022 through June 30, 2025 as presented.

Motion: Dina Garvey Second: Micah Stewart Yes: 5 No: 0 Abstain: 0 Accept

13. Board Discussion

- a. CVES Board Member Nomination - Nominations were accepted until March 29, 2022. District Boards of Education are requested to meet on April 28, 2022 for the purpose of voting on the CVES administrative budget and electing members to the CVES Board of Education.

14. Policy (none at this time)

15. Mountain View Principal Report - Elaine Dixon-Cross

- a. Principal Dixon-Cross highlighted several student functions and opportunities. She also stated that there will be a community event held at the Mountain View Campus the evening of the budget vote, May 17, with presentations regarding DEI (diversity, equality and inclusion) and tobacco, vaping and marijuana use. There will also be student performances held that evening.

16. Superintendent's Update

- a. Project Update - No update at this time.
- b. Superintendent's Report - See attached.
- c. Budget Review & Discussion
 - i. The Board of Education adopts a proposed spending plan for the 2022-2023 school year:
 1. Be it resolved by the Board of Education to establish \$15,194,692 as the sum dollar amount that the Board of Education shall place before the qualified eligible voters of the Boquet Valley Central School district, as proposition #1 at the Budget Vote & Election to be held on May 17, 2022.
 - ii. The Board of Education approves the Property Tax Report Card ~~and Reserve Plan~~ for the 2022-2023 proposed budget.

Motion: Dina Garvey Second: Evan George Yes: 5 No: 0 Abstain: 0 Accept

17. 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 identify yourself and give your address, limiting 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.

18. Executive Session - not needed

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

- a. (#5) collective negotiations pursuant to article 14 of the Civil Service Law, and

- b. (#6) to discuss the medical, financial, credit or employment history of a particular person or persons..

In:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table
Out:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table

19. Next Meeting

- a. Special Meeting (CVES Budget & Board Member Vote) Thursday, April 28, 2022
6:00 PM Mountain View Campus
- b. Public Budget Hearing & Regular Meeting Tuesday, May 10, 2022 6:00 PM Lake View Campus
- c. Annual Budget Vote & Election Tuesday, May 17, 2022 12:00 PM - 8:00 PM Mountain View Campus

20. Adjournment

Time: 7:45 PM Motion: Phil Mero Second: Micah Stewart Yes: 5 No: 0 Abstain: 0
Accept

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

Date approved by the BOE: May 10, 2022

Jana Atwell, District Clerk

Boquet Valley CSD
Special Meeting
(CVES Budget Vote & Board Member Election)
Thursday, April 28, 2022
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 [A]Sarah Kullman [X]Philip Mero
[X]Heather Reynolds [A]Suzanne Russell [A]Micah Stewart

4. **Attendees**

Present: Joshua Meyer, Superintendent Visitors: None
 Jana Atwell, District Clerk

5. **CVES Board Member Election**

- a. Resolved that the Board of Education of the Boquet Valley Central School District cast one vote for Kathy Comins-Hunter for one of the seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Educational Services) Board.
- b. Resolved that the Board of Education of the Boquet Valley Central School District cast one vote for Emily Phillips for one of the seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Educational Services) Board.
- c. Resolved that the Board of Education of the Boquet Valley Central School District cast one vote for Lorene Saunders for one of the seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Educational Services) Board.
- d. Resolved that the Board of Education of the Boquet Valley Central School District cast one vote for Michael St. Pierre for one of the seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Educational Services) Board.

Motion: Dina Garvey Second: Phil Mero Yes: 4 No: 0 Abstain: 0 Accept

6. **CVES Administrative Budget Vote**

- a. Resolved that the Board of Education of the Boquet Valley Central School District votes to approve the tentative Administrative Budget of the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services for the school year 2022-23.

Motion: Phil Mero Second: Dina Garvey Yes: 4 No: 0 Abstain: 0 Accept

7. Corrective Action Plan (CAP)

- a. Resolved that the Board of Education of the Boquet Valley Central School District accepts and approves the updated Corrective Action Plan - Auditors' Findings and Evaluation June 30, 2021 as presented.

Motion: Evan George Second: Dina Garvey Yes: 4 No: 0 Abstain: 0 Accept

8. Next Meeting

- a. Public Budget Hearing & Regular Meeting Tuesday, May 10, 2022 6:00 PM Lake View Campus
- b. Annual Budget Vote & Election Tuesday, May 17, 2022 12:00 PM - 8:00 PM Mountain View Campus
- c. Regular Meeting Tuesday, June 7, 2022 6:00 PM Lake View Campus
- d. Reorganization & Regular Meeting Thursday, July 14, 2022 6:00 PM Mountain View Campus ***meeting date may change to Wednesday, July 13, 2022***

9. Adjournment

Time: 6:06 PM Motion: Dina Garvey Second: Phil Mero Yes: 4 No: 0 Abstain: 0

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

Date approved by the BOE: May 10, 2022

Jana Atwell, District Clerk

Boquet Valley CSD
Public Budget Hearing & Regular Meeting
Tuesday, May 10, 2022 @ 6:00 PM
Lake View Campus - Westport, NY

OFFICIAL MINUTES

1. **Call to Order** At: 6:01 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 [X]Micah Stewart

4. **Attendees**

Present: Joshua Meyer, Superintendent	Visitors: Karen Brown
Jana Atwell, District Clerk	Elizabeth Rapalee
Sharlene Petro-Durgan, District Treasurer	Annie McKinley
	Dan Schoonover
	Claire Kroeplin

5. **Public Budget Hearing on the Proposed 2022-2023 Spending Plan**

- a. Presentation on the proposed \$15,194,692 budget for the 2022-2023 school year. See attached.
- b. Question and feedback session. The floor was opened for questions, none posed.
- c. Motion to close public hearing and open regular meeting at 6:22 PM.

Motion: Dina Garvey Second: Sarah Kullman Yes: 7 No: 0 Abstain: 0 Accept

6. **Executive Session**

Specifically, the Board anticipates entering into Executive Session for the following reasons to discuss:

- a. (#5) collective negotiations pursuant to article 14 of the Civil Service Law, and
- b. (#6) the medical, financial, credit or employment history of a particular person or persons.

In: 6:22 PM Motion: Sue Russell Second: Phil Mero Yes: 7 No: 0 Abstain: 0 Accept
Out: 7:05 PM Motion: Dina Garvey Second: Micah Stewart Yes: 7 No: 0 Abstain: 0 Accept

No action taken.

- c. Motion to return to regular session at 7:08 PM

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

7. Approval of Minutes

- a. Approve the minutes of the April 13, 2022 Regular Meeting and April 28, 2022 Special Meeting as presented.

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

8. 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 identify yourself and give your address, limiting your comments to three minutes. Opinions, ideas and concerns that are offered by the public will be considered and taken under advisement.

Floor opened for public comment, none voiced.

9. Financials

- a. Approve the following financial reports:
 - i. Warrant 10A dated 4/6/22
 - ii. Warrant 10B dated 4/12/22
 - iii. Warrant 10C dated 4/13/22
 - iv. Warrant 10D dated 4/20/22
 - v. Warrant 10E dated 4/27/22
 - vi. Capital Project Bank Account Reconciliation 4/30/22
 - vii. Debt Service Bank Account Reconciliation 4/30/22
 - viii. Payroll Bank Account Reconciliation 4/30/22
 - ix. Extraclassroom Bank Account Reconciliation 4/30/22
 - x. Financial Statement of Extraclassroom Activity Fund 4/1/22- 4/30/22
 - xi. Multi-Fund Bank Account Reconciliation 4/30/22
 - xii. Budget Status Report General Fund 4/30/22
 - xiii. Budget Status Report School Lunch Fund 4/30/22
 - xiv. Budget Status Report F Special Aid Fund 4/30/22
 - xv. Revenue Status Report General Fund 4/30/22
 - xvi. Revenue Status Report School Lunch Fund 4/30/22
 - xvii. Revenue Status Report F Special Aid Fund 4/30/22
 - xviii. Budgetary Transfer Report from 4/1/22 to 4/30/22
 - xix. Treasurer's Report for Multi-Fund Month of April 2022
 - xx. Cafeteria Profit & Loss Statement July - April 2022
 - xxi. Cash Flow Report July - April 2022
 - xxii. Fund Balance Projection 2021-2022 as of 4/30/22
 - xxiii. Claims Audit Report April 2022

Motion: Phil Mero Second: Sue Russell Yes: 7 No: 0 Abstain: 0 Accept

10. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #171, 612, 1611, 1574, 648, 555, 1136, 12494, 12443, 1581, 12442, 1189, 602, 1585, 504-07-19, 12464, 1579 and 1580.

Motion: Micah Stewart Second: Evan George Yes: 7 No: 0 Abstain: 0 Accept

11. Action Items - Consent Agenda

- a. Contingent upon voter approval of the proposed 2022-2023 spending plan, approve the tuition rate of \$1,353.60 per student for the 2022-2023 school year.
- b. Accept a Generous Acts grant from the Adirondack Foundation in the amount of \$10,000 for the purpose of personal development and career readiness for students.
- c. Approve the disposal of the following obsolete assets from the Lake View Campus:
 - i. Star Trac deluxe exercise bike asset tag #A00019418
 - ii. Canon digital camcorder asset tag #A00097278
 - iii. Canon digital camcorder asset tag #M0006716
 - iv. Nikon digital camera asset tag #A00054408
 - v. HP digital camera asset tag #A00228312
 - vi. Nikon digital camera asset tag #A00228313
 - vii. Nikon digital camera asset tag #A000425359
 - viii. Fujifilm digital camera asset tag #A00425360
 - ix. Canon digital camera asset tag #M0009344
 - x. Velson vacuum pump asset tag #A00019119
 - xi. Star Trac deluxe stair climber asset tag #A00019411
 - xii. Apple Ipad asset tag #A00228271
 - xiii. Apple Ipad asset tag #A00313771
 - xiv. Apple Ipad asset tag #A00369736
 - xv. Apple Ipad asset tag #A00369737
 - xvi. Einstruction interactive tablet asset tag #A00514996

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

12. Personnel - Consent Agenda

- a. Approve the appointment of Julie Napper to the permanent full-time (10 month) civil service position of Bus Aide effective April 13, 2022.
- b. Approve the civil service title change for Brett LaMere from Cleaner/Bus Driver to Cleaner with no salary adjustment effective May 11, 2022.
- c. Approve Amy Nelson to be compensated at an additional \$44.80 per day for additional time worked effective March 28, 2022 through June 24, 2022.
- d. Approve the appointment of Eric Schultz as a substitute (non-certified) teacher, teacher assistant and teacher aide per the current substitute pay rate effective May 11, 2022 pending receipt of fingerprint clearance.
- e. Approve the extra-curricular appointment of Terry Egglefield as a volunteer assistant to the modified softball team for the 2021-22 school year.

13. Policy (none at this time)

14. Lake View Principal Report - Dan Parker

Principal Parker stated that the students in grades 4 and 5 had recently completed State Math and ELA testing with minimal opt outs and the 5th grade is preparing for a Science field test this year. Upcoming celebrations included Kindergarten graduation on June 17 and a 5th grade celebration later that evening, screening for Pre-K and Kindergarten is in the process while teachers and their classes are getting ready for end of the year field trips. This week has also included the celebration of teacher appreciation.

15. Superintendent’s Update

- a. Project Update - Discussion continues with the State Education Department. Senator Stec has also been in contact with the Commissioner.
- b. Superintendent’s Report - District goals for the 2022-2023 school year will be discussed at the June meeting.

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 identify yourself and give your address, limiting your comments to three minutes. Opinions, ideas and concerns that are offered by the public will be considered and taken under advisement.

Claire Kroeplin suggested the use of a microphone would be helpful as it is difficult to hear the discussion.

17. Executive Session - not needed

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

- a. (#5) collective negotiations pursuant to article 14 of the Civil Service Law, and
- b. (#6) to discuss the medical, financial, credit or employment history of a particular person or persons.

In:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table
Out:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table

18. Next Meeting

- a. Annual Budget Vote & Election Tuesday, May 17, 2022 12:00 PM - 8:00 PM Mountain View Campus
- b. Regular Meeting Tuesday, June 7, 2022 6:00 PM Lake View Campus
- c. Reorganization & Regular Meeting Thursday, July 14, 2022 **OR** Wednesday, July 13, 2022 6:00 PM Mountain View Campus

19. Adjournment

Time: 7:20 PM Motion: Phil Mero Second: Sue Russell Yes: 7 No: 0 Abstain: 0

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

Date approved by the BOE: June 7, 2022

Jana Atwell, District Clerk

**BOQUET VALLEY CSD
ANNUAL BUDGET VOTE & ELECTION**

OFFICIAL MINUTES

DATE: May 17, 2022
TIME: 12:00 PM – 8:00 PM
PLACE: BVCS D Mountain View Campus Gymnasium Foyer

The Special District Meeting of the qualified voters of the Boquet Valley Central School District, Essex County, New York was called to order at 12:00 PM, prevailing time, by Chairperson, Jana Atwell for the purpose of voting on **(1)** the proposed Boquet Valley School District Budget for the 2022-2023 school year as approved by the Board of Education, **(2)** to elect three members to the Board of Education for three year terms commencing July 1, 2022 and expiring on June 30, 2025, **(3)** to authorize and expend \$141,000 from the existing Transportation and Maintenance Equipment Capital Reserve Fund for the purpose of purchasing two 35 passenger school buses at a maximum cost of \$141,000, **(4)** to authorize and expend \$35,000 from the existing Transportation and Maintenance Equipment Capital Reserve Fund for the purpose of purchasing one lawn maintenance tractor at a maximum cost of \$35,000 to pay for the equipment in full, and **(5)** shall the Board of Education, as pursuant to Education Law 259, be authorized to levy and collect an annual tax, year after year, separate and apart from the annual school district budget, in the amount of \$15,000 which shall be paid to the Westport Library Association, and \$7,000 which shall be paid to the Wadhams Free Library, for the support and maintenance of the libraries; with the appropriated amount to be the annual appropriation until thereafter modified by a future vote of the electors of the Boquet Valley Central School District

At 8:00 PM, prevailing time, the Chairperson announced that all qualified voters present in the polling place had been allowed to vote and thereby declared the polls closed.

Immediately upon the close of the polls, the following Inspectors, Clerks of Election and Chairperson proceeded to canvass the vote: Bridget Belzile, Deb Brooks, Brenda Drummond, Gwen Goff and Jana Atwell.

The ballots which were cast between the hours of 12:00 PM and 8:00 PM were tallied first, followed by the absentee ballots, which were opened, shuffled and left remaining in a folded position until the count was taken.

The following report was made by the District Clerk and Chairperson, Jana Atwell:

Total number of ballots regarding the school budget: 425
(This figure includes 30 absentee ballots.)

Number of yes votes in favor of the adoption of the school budget: 282
Number of no votes opposed to the adoption of the school budget: 140
Number of ballots declared as VOID: 2
Number of ballots left blank: 1

TOTAL: 425

The proposed school budget was declared to have passed.

Total number of ballots cast regarding the election of three school board members: 425
(This figure includes 30 absentee ballots.)

Number of votes in favor of Suzanne Russell: 340
Number of votes in favor of Philip Mero: 321
Number of votes in favor of Karen Brown: 108
Number of votes in favor of Heather Reynolds: 327
Number of write-in votes in favor of Phil Hutchins: 3
Number of write-in votes in favor of Colin Wells: 1
Number of write-in votes in favor of John Deming: 2
Number of ballots declared as VOID: 3
Number of ballots left blank: 1

TOTAL: 425

Suzanne Russell, Philip Mero and Heather Reynolds were elected to the Board of Education for three (3) year terms commencing July 1, 2022 and expiring on June 30, 2025.

Total number of ballots regarding the purchase of two 35 passenger buses: 425
(This figure includes 30 absentee ballots.)

Number of yes votes in favor of purchasing two 35 passenger buses: 311
Number of no votes opposed to purchasing two 35 passenger buses: 109
Number of ballots declared as VOID: 2
Number of ballots left blank: 3

TOTAL: 425

The Board of Education is authorized to appropriate and expend \$141,000 from the existing Transportation and Maintenance Equipment Capital Reserve Fund for the purpose of purchasing two 35 passenger school buses at a maximum cost of \$141,000.

Total number of ballots regarding the purchase of a lawn maintenance tractor: 425
(This figure includes 30 absentee ballots.)

Number of yes votes in favor of purchasing a lawn maintenance tractor: 308
Number of no votes opposed to purchasing a lawn maintenance tractor: 112
Number of ballots declared as VOID: 2
Number of ballots left blank: 3

TOTAL: 425

The Board of Education is authorized to appropriate and expend \$35,000 from the existing Transportation and Maintenance Equipment Capital Reserve Fund for the purpose of purchasing a lawn maintenance tractor at a maximum cost of \$35,000 to pay for the equipment in full.

Total number of ballots regarding the ballot for library appropriation: 425

(This figure includes 30 absentee ballots.)

Number of yes votes in favor of the library appropriation: 288

Number of no votes opposed to the library appropriation: 131

Number of ballots declared VOID: 4

Number of ballots left blank: 2

TOTAL: 425

The Board of Education is authorized to levy and collect an annual tax, year after year, separate and apart from the annual school district budget, in the amount of \$15,000 which shall be paid to the Westport Library Association, and \$7,000 which shall be paid to the Wadhams Free Library, for the support and maintenance of the libraries; with the appropriated amount to be the annual appropriation until thereafter modified by a future vote of the electors of the Boquet Valley Central School District

The meeting was adjourned at 10:18 PM

Jana Atwell
District Clerk

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

Date approved by the BOE: June 7, 2022

Jana Atwell, District Clerk

7. 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 identify yourself and give your address, limiting your comments to three minutes. Opinions, ideas and concerns that are offered by the public will be considered and taken under advisement.

Enrichment Teacher Anne Cotrona, shared an eagle project students in grades K - 5 had been working on as part of an enrichment program.

8. Financials

- a. Approve the following financial reports:
 - i. Warrant 11A dated 5/4/22
 - ii. Warrant 11B dated 5/11/22
 - iii. Warrant 11C dated 5/18/22
 - iv. Capital Project Bank Account Reconciliation 5/31/22
 - v. Debt Service Bank Account Reconciliation 5/31/22
 - vi. Payroll Bank Account Reconciliation 5/31/22
 - vii. Extraclassroom Bank Account Reconciliation 5/31/22
 - viii. Financial Statement of Extraclassroom Activity Fund 5/1/22- 5/31/22
 - ix. Multi-Fund Bank Account Reconciliation 5/31/22
 - x. Budget Status Report General Fund 5/31/22
 - xi. Budget Status Report School Lunch Fund 5/31/22
 - xii. Budget Status Report F Special Aid Fund 5/31/22
 - xiii. Revenue Status Report General Fund 5/31/22
 - xiv. Revenue Status Report School Lunch Fund 5/31/22
 - xv. Revenue Status Report F Special Aid Fund 5/31/22
 - xvi. Budgetary Transfer Report from 5/1/22 to 5/31/22
 - xvii. Treasurer's Report for Multi-Fund Month of May 2022
 - xviii. Cafeteria Profit & Loss Statement July 2021 - May 2022
 - xix. Cash Flow Report July 2021 - May 2022
 - xx. Fund Balance Projection 2021-2022 as of 5/31/22
 - xxi. Claims Audit Report May 2022

Motion: Phil Mero Second: Sue Russell Yes: 7 No: 0 Abstain: 0 Accept

9. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #1206, 540, 1152, 12530, 1291, 12439, 1371, 632, 12475, 1224, 2905, 1035, 12551, 1108, 1106, P01-18-19, 8792, 1059, 2863, 2927, 2495, 1128, 631, 725, 12548, 12549, 2437, 2634, 12508, 12537, P02-17-18, 657, 007-13-14, 12391, 1247, 12483, 009-18-19, 12420, 12390, 001-16-17, 1132, 1136, 740, 1248, 599, 1015, 1226, 12428, 1364, 004-15-16, 008-16-17, 1249, 1273, 12550, 2869, 504-02-19, 007-18-19, 1320, 002-18-19, 12495, 008-15-16, 1309, 893, 008-18-19, 1190, P01-14-15, 1310, 504-04-18, 1299, 1214, 12415, 12482, 772, 2099, 735, 1170,

12519, 12518, 8796, 1105, 1012, 1368, 1354, 1319, 12449, 1189, 602, 1585, 006-15-16, 1301, 1284, 2103, 006-18-19, 1211, 8798, 601, 1168, 504-06-19 and 002-17-18.

Motion: Sue Russell Second: Sarah Kullman Yes: 7 No: 0 Abstain: 0 Accept

10. Action Items - Consent Agenda

- a. Accept and approve the proposal received from Asset Control Solutions, Inc. to inventory, evaluate and report on the buildings, moveable assets and site improvements at a service fee of \$3,500.00 for one year.
- b. Approve the Section VII Combining of Teams Application with Moriah Central School to combine Cross-Country Track for the 2021-2022 school year.
- c. Approve the disposal of the following obsolete assets from inventory at:

Building	Manufacturer/Model/Type	Serial #	Asset Tag #
LVC room 113	Smart Board & projector	5B680-02-925191 & B012CE01A00339	A00170747
MVC rm 303	Dell Optiplex 706 PC	5KWDNK1	1684
MVC rm 303	Dell Optiplex GX620	JWS70C1	20150078
MVC rm 303	Dell Optiplex 760 PC	64BZJS1	20150098
MVC rm 303	Dell Optiplex GX620 PC	8PH13C1	20150180
MVC rm 303	Dell Optiplex 755 PC	N/A	A0097228
MVC rm 303	Dell Optiplex 760 PC	HMML4K1	N/A
MVC rm 303	Dell Optiplex 745 PC	B3B3QDI	1651
MVC rm 303	Dell Optiplex 780 PC	1CTFKQ1	A00823134
MVC rm 303	Dell Optiplex 390 PC	1STV5V1	N/A
MVC rm 303	Dell Optiplex 745 PC	73B3QD1	A00514999
MVC rm 303	Dell Optiplex 780 PC	1CTGKQ1	N/A
MVC rm 303	Dell Optiplex 780 PC	1B0HKQ1	N/A

- d. Approve the addition of the following new assets to inventory at the LVC:

Building	Manufacturer/Model/Type	Serial #	Asset Tag #
LVC	Apple iPad Gen 9 tablet	XF6KY4MH6J	A00851203
LVC	Apple iPad Gen 9 tablet	G9FPY6PQXP	A00851204
LVC	Apple iPad Gen 9 tablet	JXG04NLXLL	A00851205
LVC	Apple iPad Gen 9 tablet	W7WCQLNXXXK	A00851206
LVC	Apple iPad Gen 9 tablet	G06D062M7R	A00851207
LVC	Apple iPad Gen 9 tablet	MLQJWC229L	A00851208
LVC	Apple iPad Gen 9 tablet	W36H927K70	A00851209
LVC	Apple iPad Gen 9 tablet	X6W69Q5NHT	A00851210
LVC	Apple iPad Gen 9 tablet	TFMP4V02P2	A00851211
LVC	Apple iPad Gen 9 tablet	V46CFWXG2Q	A00851212
LVC	Apple iPad Gen 9 tablet	YTD4QFPVWW	A0A851213
LVC	Apple iPad Gen 9 tablet	TW6KDW6XV9	A00851214
LVC	Apple iPad Gen 9 tablet	L9N6NC9T60	A00851215
LVC	Apple iPad Gen 9 tablet	GV3V3GDCWQ	A00851216
LVC	Apple iPad Gen 9 tablet	KD4LRQ50MF	A00851217

- e. Resolution to Increase Budget for Teacher Sick Days

Upon presentation and recommendation of the Superintendent, the Board of Education shall approve the following resolution:

WHEREAS, the Board of Education of the Boquet Valley Central School District, Essex County, NY desires to increase the appropriation set forth in the 2021-22 school budget to fund contingent expense of payment for sick leave for Cathy Brankman up to \$35,257.56 and,

WHEREAS, a Board of Education is empowered to appropriate whatever additional amounts are necessary to pay contingent expenses when the amount in the approved budget is inadequate;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the School District as follows:

Section 1. The budgetary appropriation for the following contingent expense is hereby increased (up to) as follows:

A2110.130-02-0000 Teacher Salaries 7-12 \$35,257.56

Section 2. The increase in the appropriation listed in Section 1 of this resolution shall be funded by the following:

5997.000 Appropriated Reserve - EBALR \$35,257.56

- f. Transfer of Funds to (4) Reserve Funds - Capital Improvement, Transportation and Maintenance Equipment, Employee Benefits Accrued Liability, and Sub-Fund of Retirement Contribution (TRS)
- a. RESOLVED, that upon the recommendation of the Superintendent, the Board of Education of the Boquet Valley Central School District hereby authorizes a transfer in the maximum amount of \$200,000.00 from the unreserved, unappropriated fund balance of the 2021-2022 school year budget to the 2014 Capital Reserve Fund established pursuant to Education Law Section 3651 and approved by the voters on May 20, 2014 known as the “Transportation and Maintenance Equipment Reserve Fund” for the purpose of funding school buses, vans, other transportation vehicles and maintenance equipment including incidental equipment and expenses authorized by the voters.
- b. RESOLVED, that upon the recommendation of the Superintendent, the Board of Education of the Boquet Valley Central School District hereby authorizes a transfer in the maximum amount of \$500,000.00 from the unreserved, unappropriated fund balance of the 2021-2022 school year budget to the 2014 Capital Reserve Fund established pursuant to Education Law Section 3651 and approved by the voters on May 20, 2014 known as the “Capital Improvement Reserve Fund” for the purpose of funding capital projects authorized by the voters.
- c. RESOLVED, that upon the recommendation of the Superintendent, the Board of Education of the Boquet Valley Central School District hereby authorizes a transfer in the maximum amount of \$270,000.00 from the unreserved, unappropriated fund balance of the 2021-2022 school year budget to the Employee Benefits Accrued Liability Reserve Fund established pursuant to General Municipal Law Section 6-p known as the “Employee Benefits Accrued Liability Reserve Fund” reestablished June 10, 2021 for the purpose of funding accrued benefits upon separation for vacation, sick leave, personal leave, etc.
- d. RESOLVED, that upon the recommendation of the Superintendent, the Board of Education of the Boquet Valley Central School District hereby authorizes a transfer in the maximum amount of \$92,200.00 from the unreserved, unappropriated fund balance of the 2021-2022 school year budget to the Sub-Fund of Retirement Contribution Reserve Fund pursuant to General Municipal Law Section 6-4 known as the “Sub-Fund of Retirement Contribution Reserve (TRS)” established by the Board of Education on May 11, 2021 for the purpose of financing retirement contributions to the New York State Teachers’ Retirement System.
- g. Accept and approve the draft Boquet Valley Central School District Reserves Plan as presented.

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

11. Personnel - Consent Agenda

- a. Approve the appointment of Stevi McCann to the permanent full-time (10 month) civil service position of Cook effective June 7, 2022.
- b. Approve a salary adjustment for Karen Keech, Secretary to the Principal from \$16.35 per hour to \$17.00 per hour effective February 22, 2022.

- c. Approve a reimbursement to Leighann Greene in the amount of \$358.38 in the District's July 8, 2022 payroll as a result of an overpayment of Ms. Greene's health insurance contribution from her paychecks relative to her September 2018 date of hire and June 30, 2022 date of resignation.
- d. Accept and approve the letter of intent to retire as submitted by Judy French from her position as Secretary to Guidance effective July 31, 2023.
- e. Accept and approve the letters of resignation as submitted by:
 - i. Shaunessy LaClair, Social Studies Teacher effective June 25, 2022
 - ii. Tonya Lackey, Technology Teacher effective June 30, 2022
 - iii. Christopher Peisch, OASIS Project Coordinator effective June 30, 2022
 - iv. Allison Morrow, Math Teacher effective August 31, 2022
- f. Approve the following substitute appointments per the current substitute pay rate:
 - i. Dora Atwell substitute Food Service Helper effective June 8, 2022 pending receipt of fingerprint clearance.
 - ii. Cathy Brankman substitute (certified) teacher and teacher assistant effective June 30, 2022.
- g. Approve the appointment of Salle Duso to the position of Bus Aide at an hourly rate of \$14.23 effective July 5, 2022 through August 30, 2022.
- h. Approve the following temporary full-time summer cleaners at an hourly rate of \$14.00 effective July 5, 2022 through August 26, 2022:
 - i. Jean Dickerson
 - ii. Stevi McCann
 - iii. Janelle Pulsifer
- i. Upon the recommendation of the Superintendent, Sarah Kingzack, who is pending initial certification in the 7-12 English Language Arts tenure area, is hereby appointed to the position of English Teacher for a probationary period commencing on September 1, 2022 and anticipated to end on September 1, 2026 pending receipt of fingerprint clearance. Salary for the 2022-2023 school year will be based upon Step 3 B+30 \$48,582 pending approval of official graduate transcripts.
- j. Upon the recommendation of the Superintendent, Kayla Dempsey, who holds an initial certification in the Childhood Education 1-6 tenure area, is hereby appointed to the position of Elementary Teacher for a probationary period commencing on September 1, 2022 and anticipated to end on September 1, 2026 pending receipt of fingerprint clearance. Salary for the 2022-2023 school year will be based upon Step 1 B+45 \$49,226 pending approval of official graduate transcripts. .
- k. Upon the recommendation of the Superintendent, Kathleen Williams, who is pending initial certification in the Students with Disabilities tenure area, is hereby appointed to the position of Special Education Teacher for a probationary period commencing on September 1, 2022 and anticipated to end on September 1, 2026 pending receipt of fingerprint clearance. Salary for the 2022-2023 school year will be based upon Step 2 B+45 \$49,773 pending approval of official graduate transcripts. .
- l. Upon the recommendation of the Superintendent, Alexis Beyer, who is certified at Level I, is hereby appointed to the position of Teaching Assistant tenure area for a probationary period commencing on September 1, 2022 and anticipated to end on

September 1, 2026 pending receipt of fingerprint clearance. Salary for the 2022-2023 school year will be \$25,597.50.

- m. Upon the recommendation of the Superintendent, Jenifer O’Neill, who is certified at Level I, is hereby appointed to the position of Teaching Assistant tenure area for a probationary period commencing on September 1, 2022 and anticipated to end on September 1, 2026. Salary for the 2022-2023 school year will be \$25,597.50.
- n. Approve the appointment of Bradley Schrauf as a mentor for the 2021-2022 school year at a stipend of \$750.00 (half year).

Motion: Phil Mero Second: Sarah Kullman Yes: 7 No: 0 Abstain: 0 Accept

12. Policy (none at this time)

13. End-of-Year Reports

- a. Nelly Collazo, Director of Student Support Services
- b. Elaine Dixon-Cross, Principal Mountain View Campus
- c. Dan Parker, Principal Lake View Campus
- d. Scott Farrell, Director of Facilities

Principals Dixon-Cross and Parker provided an end-of-year slide presentation highlighting students, activities, achievements and celebrations which occurred throughout the 2021-2022 school year.

Director of Facilities Scott Farrell gave an overview regarding transportation, custodial work orders, staffing and employment opportunities, and scheduled repairs since his tenure began with the District.

14. Superintendent’s Update

- a. Project Update - Mike Harris, BCA Architects, and Eric Robert, Schoolhouse Construction Services, provided a project update after recent conversation with NYSED regarding plan review and potential changes which may provide additional aid money.
- b. Superintendent’s Report - See attached.

15. 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 identify yourself and give your address, limiting 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.

16. Next Meeting

- a. Reorganization & Regular Meeting Wednesday, July 13, 2022 5:00 PM Mountain View Campus

17. Adjournment

Time: 8:11 PM Motion: Evan George Second: Micah Stewart Yes: 7 No: 0 Abstain: 0

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

Date approved by the BOE: July 13, 2022

Jana Atwell, District Clerk