

**Boquet Valley CSD
Regular Meeting
Thursday, April 11, 2024 @ 6:00 PM
Mountain View Campus - Elizabethtown, NY**

UNOFFICIAL MINUTES

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

2. **Pledge of Allegiance**

3. **Roll Call**

[X]Tom Broderick	[X]Dina Garvey	[X]Evan George	[X]Sarah Kullman
[X]Heather Reynolds	[X]Sue Russell		[X]Micah Stewart

4. **Attendees**

Present: Joshua Meyer, Superintendent
Jana Atwell, District Clerk

Visitors: Amy Welch	Samantha Meachem	Mary Lou Morgan
Brie Drummond	Hedy Merrihew	Debra Spaulding
Rebecca Hoskins	Jim Jackson	Theresa White
Marsha Fenimore	Ken Fenimore	Emily Abruzzi
Arin Burdo	Keelin Murphy	Tom Bisselle
Sarah Kingzack	Charli Lewis	Darlene Hooper
Megan Walls		

5. **Approval of Minutes**

a. Approve the minutes of the March 14, 2024 Regular Meeting and March 27, 2024 Budget Meeting as presented.

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

6. **Facilities Committee Update and Q&A - 30 minutes**

a. Superintendent Meyer advised that the Facilities Committee member application is available on the website or by request with a due date of May 1, 2024. A request for proposal for a committee facilitator has also been posted with a due date of May 1, 2024. He shared information regarding the composition and usage of rooms at the Lake View and Mountain View campuses to address the possibility of all students/classes being located solely at the Mountain View Campus.

b. Discussion

Charli Lewis: Discussed current class size in Pre-K, asked about class sizes for Kindergarten next year possibly creating space for other classes.

Response: Superintendent Meyer explained that it would depend upon the enrollment. The Office for Children and Family Services have different regulations for student/teacher and aide ratios.

Darlene Hooper: Questioned class sizes and if attrition is happening. Commented BVCS staff is higher than most in the area.

Response: Superintendent Meyer stated positions are looked at each year, any additional positions have been added through grants at no cost to taxpayers, staff is shrinking based upon a long-term plan.

Response: Sue Russell commented that it's not just attrition but that the District/administration must look at the needs of the students and the directive of the Board.

Response: Superintendent Meyer shared that cost savings have been attributed to Special Education classes being brought back into the building rather than sending students to CVES.

Response: Elementary teacher Amy Welch shared her belief that students benefit from this action rather than sending them out of the building.

Jim Jackson: Asked if the air testing has been scheduled.

Response: Superintendent Meyer stated that the testing has been scheduled for the week of April 22.

Jim Jackson: Shared information received upon pure hearsay regarding the removal of tiles by staff during the break questioning whether this may be a violation and recommended this issue be researched.

Deb Spaulding: Stated she is here for the students and their education. She expressed concerns regarding decreased student population and the amount of staff comparing BVCS to area schools, and the elementary enrichment program which is no longer available.

Response: Superintendent Meyer explained that we were the only district to have an enrichment program, it was one of the first programs to go as a result of attrition.

Response: Principal Dixon-Cross stated her children attend another district but there are not enough teachers which contributes to a lack of programs.

Response: Assistant Principal Megan Walls stated she previously taught at another district and had a class of 33 students which is too many students in one class.

Response: Principal Dixon-Cross expressed her concern regarding cutting teachers, reminding that the merger created the ability for electives (as requested).

Response: Micah Stewart shared his concerns regarding Regents courses versus elective courses which create opportunities for different abilities, and the massive (reading and math) gaps created by online learning.

Response: Tom Broderick stated you must look at certification in order to teach classes (i.e. sciences), small schools already behind as they are unable to obtain teachers able to provide all classes needed therefore compensate with additional teachers (teaching one course outside content area).

Response: Evan George shared his concerns regarding staffing cuts with rising mental health issues and the loss of support that we are currently able to provide.

7. Public Comment (15 minutes)

- 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.

Tom Bisselle: referred to the recent article in the Adirondack Explorer which addressed declining enrollment in comparison to other areas, it is not just BVCS and commented on the unknown of Kindergarten enrollment.

Charli Lewis: asked if consideration had been given to using another (off campus) building for office space.

Response: Superintendent Meyer stated all options are on the table however being off campus could be an issue. The business office is currently on campus which benefits the employees.

Arin Burdo: expressed her appreciation to the District for their process in considering staffing and programs.

Sarah Kingzack: shared her concerns regarding recruitment and advertising for vacant positions.

8. Financials

- a. Approve the following financial reports:
 - i. Warrant 9C dated 3/14/24
 - ii. Warrant 9D dated 3/22/24
 - iii. Warrant 9E dated 3/27/24
 - iv. Budget Transfer Report 3/1/24-3/31/24
 - v. Budget Status Report General Fund 3/31/24
 - vi. Revenue Status Report General Fund 3/31/24
 - vii. Budget Status Report F Special Aid Fund 3/31/24
 - viii. Revenue Status Report F Special Aid Fund 3/31/24
 - ix. Budget Status Report School Lunch Fund 3/31/24
 - x. Revenue Status Report School Lunch Fund 3/31/24
 - xi. Debt Service Bank Account Reconciliation as of 3/31/24
 - xii. Capital Project Bank Account Reconciliation as of 3/31/24
 - xiii. Extraclassroom Bank Account Reconciliation as of 3/31/24
 - xiv. Financial Statement of Extraclassroom Activity fund 3/1/24 - 3/31/24
 - xv. Multi-Fund Bank Reconciliation for March 31, 2024
 - xvi. Treasurer's Report for Multi-Fund Month of March 2024
 - xvii. Cafeteria Profit & Loss Statement September 2023 - March 2024
 - xviii. 2023-24 Cash Flow Report March 2024
 - xix. Fund Balance Projection as of March 2024
 - xx. Boquet Valley CSD Grants 2023-24 as of March 2024

- xxi. Claims Audit Report March 2024
- xxii. Medicare Reimbursement January - March 2024

Motion: Heather Reynolds Second: Sue Russell Yes: 7 No: 0 Abstain: 0 Accept

9. CSE Recommendations

- a. Accept and approve the following CSE recommendations school year 2023-24 for student #12596, 12669, 12670, 1284, 632, 12495, 1098, 2834, 1059, 12455, 2634, 1105, 2736, 1189, 631, 893, 2742, 1105 and 2736.
- b. Accept and approve the following CSE recommendations school year 2024-25 for student #1206, 735, 1098, 2834, 1059, 12455, 2634, 12613, 2791, 2864, 2818, 2884, 2868, 1022, 2938, 1142, 1105, 2736, 2870, 1189, 631 and 2742.

Motion: Micah Stewart Second: Tom Broderick Yes: 7 No: 0 Abstain: 0 Accept

10. Action Items - Consent Agenda

- a. Accept and approve the Casella Service Contracts as follows:
 - i. Lake View Campus total monthly service fees = \$172.62
 - ii. Mountain View Campus total monthly service fees = \$1099.64
- b. Establish and approve the compensation rate of \$15.00 per hour for inspectors serving at the Annual Budget Vote & Election to be held on May 21, 2024.

Motion: Evan George Second: Heather Reynolds Yes: 7 No: 0 Abstain: 0 Accept

11. Personnel - Consent Agenda

- a. Approve the appointment of the following substitutes at the rate per the current Board approved substitute salary pay chart pending receipt of fingerprint clearance:
 - i. Kristy Cave substitute Food Service Helper effective March 2, 2024 (fingerprints on file), and
 - ii. Melissa Jacques substitute (non-certified) teacher, teacher assistant and teacher aide effective April 12, 2024
- b. Approve the appointment of Toni Mowry as a long-term substitute (certified) teacher assistant at a daily rate of \$114.50 effective April 19, 2024 through June 26, 2024 to cover a maternity leave..
- c. Approve the appointment of Jessica Pulsifer to the full-time 10 month civil service position of Cook at an hourly rate of \$16.80 effective March 18, 2024. This appointment includes a 120 day probationary period commencing on March 18, 2024 and anticipated to end on or about January 7, 2025. Fingerprint clearance on file.
- d. Approve the appointment of Tammie Aubin to the permanent full-time 12 month (civil service) position of Cleaner effective March 22, 2024.
- e. Approve the Chairperson and Inspector List as presented for the Annual Budget Vote & Election to be held on May 21, 2024 as presented.
- f. Approve the Teacher Request for Permission to attend a Workshop as submitted by Steve Hudson.

- g. Approve the long-term substitute daily pay rate increase per the Board approved substitute salary pay chart for Jack Rice, long-term (non-certified) substitute for Bradley Schrauf, to a daily rate of \$150.00 effective April 12, 2024 (days 51-100).

Motion: Sarah Kullman Second: Tom Broderick Yes: 7 No: 0 Abstain: 0 Accept

12. Policy

- a. As recommended by Erie I Policy Services, approve the revision of the following policies:
 - i. #1640 Absentee, Military and Early Mail Ballots
 - ii. #6190 Workplace Violence Prevention Policy Statement

Motion: Heather Reynolds Second: Evan George Yes: 7 No: 0 Abstain: 0 Accept

13. Principal's Report - Principal Dixon-Cross Mountain View Campus

Principal Dixon-Cross stated the third quarter ends on April 12, 2024 with the quarterly assembly planned for April 26 celebrating the gold card initiatives - respectful, kind and caring. Currently there are 30 students eligible for a trip having accumulated gold card status for four quarters. We continue to collaborate with other agencies to assist in training programs for both students and faculty. Students in Career & Financial Management have started their job shadowing. Happenings within the building include the annual elective fair, upcoming standardized testing, induction ceremonies for National Junior Honor Society and National Honor Society, and the start of Spring sports.

14. 2024-2025 Budget Discussion - included in Superintendent's Report

- a. Review and discuss the 2024-2025 proposed budget plan.

15. Superintendent's Update

- a. Superintendent's Report - see attached

16. Public Comment (15 minutes)

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Deb Spaulding: asked the average number of students taking elective classes.

Response: Principal Dixon-Cross advised she would have to check on the numbers.

Jim Jackson: commented on the importance of the results of the capital project vote exit poll and the upcoming budget vote.

Response: Superintendent Meyer shared that he was confident the Facilities Committee would review this information. He also stated the budget is going out at the tax cap. The overall increase to the budget is equivalent to an increase of

1/10 of one percent.

Darlene Hooper: asked for an explanation as to why a new reading program is being purchased when a curriculum has been worked on over the past two years.
Response: Superintendent Meyer explained that the State Education Department is pointing districts in this direction.

Sarah Kingzack: questioned if reasons were provided by potential new hires as to why they do not stay.

Response: Superintendent Meyer said reasons included finding employment closer to their home and the inability to find housing in our area.

Response: Dina Garvey added that the County is aware of this issue, a committee has been formed to address this, and individually towns are also trying to assist.

Deb Spaulding: expressed concerns over means to a better way of communicating information as the internet is not available to all.

Darlene Hooper: remarked that the reason why new hires may not stay or come to this area may be a result of the physical condition of the buildings.

17. Executive Session

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

- a. (#6) To discuss the medical, financial, credit or employment history of a particular person or persons,
- b. (#5) Collective negotiations pursuant to article 14 of the Civil Service Law, and
- c. (#4) Discussions involving proposed, pending or current litigation.

In: 7:23 PM Motion: Sarah Kullman Second: Evan George Yes: 7 No: 0 Abstain: 0
Accept

Out: 8:17 PM Motion: Micah Stewart Second: Tom Broderick Yes: 7 No: 0 Abstain: 0
Accept

No action taken.

18. Next Meeting

- a. Special Meeting CVES BOE Member & Budget Vote April 18, 2024 6:00 PM Mountain View Campus
- b. Budget Meeting April 23, 2024 6:00 PM Mountain View Campus
- c. Public Budget Hearing & Regular Meeting ~~Tuesday, May 14~~, 2024 6:00 PM Lake View Campus ****DATE CHANGE - Tuesday, May 7, 2024****
- d. Annual Budget Vote & Election Tuesday, May 21, 2024 12:00 PM - 8:00 PM Mountain View Campus

19. Adjournment

Time: 8:17 PM Motion: Evan George Second: Tom Broderick Yes: 7 No: 0 Abstain: 0
Accept

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

Date approved by the BOE:

Jana Atwell, District Clerk