

Boquet Valley CSD
Regular Meeting
Thursday, June 13, 2024 @ 6:00 PM
Lake View Campus - Westport, NY

AGENDA

1. **Call to Order** At: By:

2. **Pledge of Allegiance**

3. **Roll Call**
 Tom Broderick Dina Garvey Evan George Sarah Kullman
 Heather Reynolds Sue Russell Micah Stewart

4. **Attendees**
 Present: Visitors:

5. **Approval of Minutes**
 - a. Approve the minutes of the May 7, 2024 Public Budget & Regular Meeting and May 21, 2024 Annual Budget Vote & Election as presented.

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

6. **Grade 6 Presentation - Boston Trip**

7. **Public Comment (15 minutes)**
 - a. Our agenda offers two Public Comment sections; opinions, ideas and concerns that are offered by the public will be considered and taken under advisement. We have set aside a 15 minute period giving the audience time to share their thoughts with us. Please raise your hand to be acknowledged by the Board President. When called upon, please identify yourself and give your address, limiting your comments to three minutes.

8. **Financials**
 - a. Approve the following financial reports:
 - i. Warrant 11A dated 5/3/24
 - ii. Warrant 11B dated 5/10/24
 - iii. Warrant 11C dated 5/17/24
 - iv. Warrant 11D dated 5/23/24
 - v. Warrant 11E dated 5/31/24
 - vi. Budget Status Report General Fund 4/30/24
 - vii. Revenue Status Report General Fund 4/30/24
 - viii. Budget Status Report General Fund 5/31/24
 - ix. Revenue Status Report General Fund 5/31/24
 - x. Budget Status Report F Special Aid Fund 4/30/24

- xi. Revenue Status Report F Special Aid Fund 4/30/24
- xii. Budget Status Report F Special Aid Fund 5/31/24
- xiii. Revenue Status Report Special Aid Fund 5/31/24
- xiv. Budget Status Report School Lunch Fund 4/30/24
- xv. Revenue Status Report School Lunch Fund 4/30/24
- xvi. Budget Status Report School Lunch Fund 5/31/24
- xvii. Revenue Status Report School Lunch Fund 5/31/24
- xxviii. Multi-Fund Bank Reconciliation for April 30, 2024
- xix. Multi-Fund Bank Reconciliation for May 31, 2024
- xx. Treasurer's Report for Multi-Fund Month of April 2024
- xxi. Treasurer's Report for Multi-Fund Month of May 31, 2024
- xxii. Debt Service Bank Account Reconciliation as of 5/31/24
- xxiii. Capital Project Bank Account Reconciliation as of 5/31/24
- xxiv. Extraclassroom Bank Account Reconciliation as of 5/31/24
- xxv. Cafeteria Profit & Loss Statement September 2023 - May 2024
- xxvi. Budget Transfer Report 5/1/24-5/31/24
- xxvii. 2023-24 Cash Flow Report April 2024
- xxviii. 2023-24 Cash Flow Report May 2024
- xxix. Fund Balance Projection as of April 2024
- xxx. Fund Balance Projection as of May 2024
- xxxi. Boquet Valley CSD Grants 2023-24 as of April 2024
- xxxii. Boquet Valley CSD Grants 2023-24 as of May 2024
- xxxiii. Claims Audit Report April 2024
- xxxiv. Claims Audit Report May 2024
- xxxv. Boquet Valley CSD Reserves

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

9. CSE Recommendations

- a. Accept and approve the following CSE recommendations school year 2023-2024 for student #1291, 12439, 2919, 12413, 12508, 2863, 12673, 12481, 1106, 12618, 12595 and 1059.
- b. Accept and approve the following CSE recommendations school year 2024-2025 for student #2495, 631, 1226, 12391, 12550, 2820,1371, 1321, 12549, 12577, 1309, 1319, 740, 1108, 1106, 2863, 1248, 12659, 1247, 2850, 12673, 12608, 2869, 2824, 2868, 12669, 12670, 2880, 1190, 12621, 12666, 12618, 1059, 12595 and 2634.

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

10. Action Items - Consent Agenda

- a. Approve the following appointments for the 2024-2025 school year:
 - i. Honeywell Law Firm PLLC as school attorney at a rate of \$210 per hour, and
 - ii. Stafford, Owens, Murnane, Kelleher, Miller, Meyer & Zedick PLLC as school attorney at a rate of \$230 per hour for all attorneys, \$130 per hour for law clerks and \$100 per hour for paralegals

- b. Accept and approve the Boquet Valley Central School District plans as presented:
 - i. Professional Development Plan July 1, 2024 - June 30, 2027
 - ii. Reserves Plan updated June 13, 2024
- c. The Superintendent recommends the approval of the following resolution for the establishment of the 2023-2024 Tax Certiorari Reserve:
 - i. WHEREAS, seven tax certiorari petitions have been filed challenging the 2023-2024 assessment of a certain parcel of real property,
 WHEREAS, the Board of Education wishes to establish a reserve fund to cover the amount of the District’s potential refund liability in the aforementioned 2023-2024 tax certiorari petitions.
 BE IT RESOLVED, that the Board of Education of the Boquet Valley Central School District (“Board of Education”), pursuant to Education Law Section 3651[1-a], authorize the establishment of a tax certiorari reserve fund to meet anticipated judgements or claims on proceedings instituted under Article 7 of the Real Property Tax Law, which relate to the 2023-2024 tax roll (hereinafter the “2023-24 Tax Certiorari Reserve Fund”); and
 BE IT FURTHER RESOLVED, that the Board of Education will appropriate and deposit into the 2023-24 Tax Certiorari Reserve Fund such sum as the Board determines is necessary following the review of the 2023-2024 tax certiorari proceedings by its District Treasurer and the calculation of the 2023-2024 General Fund Balance that is permitted by law to be carried in the 2024-2025 fiscal year.
- d. The Superintendent recommends the approval of the following resolution to close the 2018-19 Tax Certiorari Reserve Elizabethtown-Lewis CSD established and return to Boquet Valley CSD unassigned fund balance of general fund:
 - i. WHEREAS, the Board of Education of the Boquet Valley Central School District, Essex County, NY desires to close the 2018-19 Tax Certiorari Reserve established by Elizabethtown-Lewis CSD on June 17, 2019 and,
 WHEREAS, a Board of Education is empowered to close a Tax Certiorari Reserve when the Tax Certioraris are dismissed or paid;
 THEREFORE, BE IT RESOLVED, by the Board of Education of the School District as follows:
 Section 1. The Unassigned Fund Balance in the General Fund is hereby increased as follows:
 A917.00 Unassigned Fund Balance-General Fund \$53,028.42 plus interest
 Section 2. The increase in the Unassigned Fund Balance listed in Section 1 of this resolution shall be funded by the following:
 A864.02 Tax Certiorari Reserve-EL \$53,028.42 plus interest
- e. The Superintendent recommends the approval of the following resolution to close the 2018-19 Tax Certiorari Reserve Westport CSD established and return to Boquet Valley CSD unassigned fund balance of general fund:
 - i. WHEREAS, the Board of Education of the Boquet Valley Central School District, Essex County, NY desires to close the 2018-19 Tax Certiorari Reserve established by Westport CSD on June 13, 2019 and,
 WHEREAS, a Board of Education is empowered to close a Tax Certiorari Reserve when the Tax Certioraris are dismissed or paid;

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

Section 1. The Unassigned Fund Balance in the General Fund is hereby increased as follows:

A917.00 Unassigned Fund Balance-General Fund \$8,602.81 plus interest

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

A864.01 Tax Certiorari Reserve-WP \$8,602.81 plus interest

- f. The Superintendent recommends the approval of the following resolution to close the 2019-20 Tax Certiorari Reserve Boquet Valley CSD established and return to Boquet Valley CSD unassigned fund balance of general fund:

- i. WHEREAS, the Board of Education of the Boquet Valley Central School District, Essex County, NY desires to close the 2019-20 Tax Certiorari Reserve established by Boquet Valley CSD on June 11, 2020 and, WHEREAS, a Board of Education is empowered to close a Tax Certiorari Reserve when the Tax Certioraris are dismissed or paid; THEREFORE, BE IT RESOLVED, by the Board of Education of the School District as follows:

Section 1. The Unassigned Fund Balance in the General Fund is hereby increased as follows:

A917.00 Unassigned Fund Balance-General Fund \$68,314.59 plus interest

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

A864.00 Tax Certiorari Reserve-BV \$68,314.59 plus interest

- g. The Superintendent recommends the approval of the following resolutions to increase the budget for teacher sick days:

- i. WHEREAS, the Board of Education of the Boquet Valley Central School District, Essex County, NY desires to increase the appropriation set forth in the 2024-25 school budget to fund contingent expense of payment for sick leave for Lynn Bubbins up to \$7,692.30 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:

A2110-120-03-000 Teacher Salaries K-3 \$7,692.30

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

A0867 Reserve for Employee Benefits and Accrued Liabilities \$7,692.30

5997.000 Appropriated Reserve - EBALR

- ii. WHEREAS, the Board of Education of the Boquet Valley Central School District, Essex County, NY desires to increase the appropriation set forth in the 2024-25 school budget to fund contingent expense of payment for sick leave for Veronica Uss up to \$26,896.05 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:

A2110-130-02-000 Teacher Salaries 7-12 \$26,896.05

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

A0867 Reserve for Employee Benefits and Accrued Liabilities \$26,896.05

5997.000 Appropriated Reserve - EBALR

- iii. WHEREAS, the Board of Education of the Boquet Valley Central School District, Essex County, NY desires to increase the appropriation set forth in the 2024-25 school budget to fund contingent expense of payment for sick leave for Sally Wachowski up to \$39,167.45 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:

A2110-120-03-0010 Teacher Salaries 4-5 \$39,167.45

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

A0867 Reserve for Employee Benefits and Accrued Liabilities \$39,167.45

5997.000 Appropriated Reserve - EBALR

- h. The Superintendent recommends the approval of transfer of funds to (4) reserve funds:

- i. 2024 Capital Project

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education of the Boquet Valley Central School District hereby authorizes a transfer in the maximum amount of \$400,000.00 from the unreserved, unappropriated fund balance of the 2023-2024 school year budget to the Capital Project Reserve established pursuant to Education Law Section 3651 and approved by the voters on May 21, 2024 known as the "2024 Capital Project Reserve Fund" for the purpose of funding capital projects authorized by the voters.

- ii. 2024 Transportation and Maintenance Equipment

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education of the Boquet Valley Central School District hereby authorizes a transfer in the amount of \$200,000.00 from the unreserved, unappropriated fund balance of the 2023-2024 school year budget to the Transportation and Maintenance Equipment Reserve pursuant to Education Law Section 3651 and approved by the voters on May 21, 2024 known as the "2024 Transportation and Maintenance Equipment Reserve Fund" for the purpose of purchasing vehicles and equipment authorized by the voters.

- iii. 2023-2024 Tax Certiorari

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education of the Boquet Valley Central School District hereby authorizes a transfer in the maximum amount of \$95,000.00 from the unreserved, unappropriated fund balance of the 2023-2024 school year budget to the 2023-2024 Tax Certiorari Reserve Fund established pursuant to Education Law Section 3651 known as the "2023-2024 Tax Certiorari Reserve Fund" established

by the Board of Education on June 13, 2024 for the purpose of meeting anticipated judgements or claims on proceedings instituted under Article 7 of the Real Property Tax Law.

iv. Retirement Contribution (TRS)

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education of the Boquet Valley Central School District hereby authorizes a transfer in the maximum amount of \$101,102.00 from the unreserved, unappropriated fund balance of the 2023-2024 school year budget to the Retirement Contribution Reserve (TRS) established 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.

- i. The Superintendent recommends the approval of the following Tax Certiorari judgements and claims:
 - i. D & H Maclean CV23-0143 refund in the amount of \$1,487.96, and
 - ii. J & C Carlisle CV21-0377 refund in the amount of \$5,200.62
- j. Approve the OMNI & TSACG Services Agreement Reinstatement for the 2024-2025 fiscal year July 1, 2024 through June 30, 2025 in the amount of \$1,000.
- k. Approve the 2024-2025 pay schedule as presented.

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

11. Personnel - Consent Agenda

- a. Resolved that the Superintendent recommends to the Board of Education the appointment of Kelsey Monette as District Treasurer for the 2024-25 school year.
- b. Upon the recommendation of the Superintendent, approve the tenure track appointment of Christina Durgan to the full-time 10 month position of Teacher Assistant effective April 24, 2024 for a probationary period commencing on April 24, 2024 and anticipated to end on April 24, 2028. This appointment will replace her feinerman agreement appointment for the 2023-2024 school year
- c. Accept and approve the letters of resignation as submitted by:
 - i. Samantha Roy from her position as Food Service Helper effective May 29, 2024,
 - ii. Carol Schwoebel from her position as Nurse effective June 30, 2024,
 - iii. William Napper from his position as English teacher effective June 30, 2024, and
 - iv. Brody Lobdell from his position as Teacher Aide effective June 30, 2024.
- d. Accept and approve the request for maternity leave as submitted by Lily Whalen beginning approximately September 4, 2024 and ending approximately November 8, 2024.
- e. Approve the appointment of Megan Walls as Academic Enrichment Coordination and Supervision Liaison for the 2023-2024 school year at a stipend of \$5,000 paid through the ARP grant.
- f. Approve the Superintendent Employment Agreement by and between the Board of Education and Joshua Meyer as presented commencing June 14, 2024 through June 13, 2029.
- g. Resolved upon the recommendation of the Superintendent, Katherine Lavery, who holds permanent certification in the School Psychologist area, is hereby appointed

on probation to the position of School Psychologist for a probationary period commencing on July 1, 2024 and anticipated to end on July 1, 2028 pending receipt of fingerprint clearance. Salary for the 2024-25 school year will be based upon Step 6 B+60 \$55,506 pending receipt and approval of official graduate transcripts.

- h. Resolved upon the recommendation of the Superintendent, Emily Powers, who is provisionally certified in the School Psychologist area, is hereby appointed on probation to the position of School Psychologist for a probationary period commencing on July 1, 2024 and anticipated to end on July 1, 2028 pending receipt of fingerprint clearance. Salary for the 2024-25 school year will be based upon Step 6 B+60 \$55,506 pending receipt and approval of official graduate transcripts.
- i. Resolved upon the recommendation of the Superintendent, Ines Chapela, who is initially certified in the Childhood Education (1-6) area, is hereby appointed on probation to the position of Elementary Teacher for a probationary period commencing on August 28, 2024 and anticipated to end on August 28, 2028 pending receipt of fingerprint clearance. Salary for the 2024-25 school year will be based upon Step 1 B+48 \$50,689 (transcripts received).
- j. Approve the appointment of the following as summer cleaners at an hourly rate of \$15.00 effective July 1, 2024 through August 23, 2024:
 - i. Sophie Pulsifer
 - ii. Palmer Martin
 - iii. Matthew Napper
 - iv. Thomas Rosselli

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

12. Policy - None at this time

13. End-of-Year Reports

- a. Elaine Dixon-Cross, Principal Mountain View Campus
- b. Lee Kyler, Principal Lake View Campus
- c. Abby Seymour, Director of Student Support Services

14. Superintendent's Update

- a. Facilities Committee Consultant Request for Proposal
- b. Facilities Committee - Board Member appointments July 2024

15. Public Comment (15 minutes)

- a. Our agenda offers two Public Comment sections; opinions, ideas and concerns that are offered by the public will be considered and taken under advisement. We have set aside a 15 minute period giving the audience time to share their thoughts with us. Please raise your hand to be acknowledged by the Board President. When called upon, please identify yourself and give your address, limiting your comments to three minutes.

16. 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 and
- b. (#5) 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

17. Next Meeting

- a. Reorganization and Regular Meeting Thursday, July 11, 2024 6:00 PM Mountain View Campus ***DISCUSSION - DATE AND TIME CHANGE ***

18. Adjournment

Time: Motion: Second: Yes: No: Abstain: Accept Reject Table

Boquet Valley CSD
Public Budget Hearing & Regular Meeting
Tuesday, May 7, 2024 @ 6:00 PM
Lake View Campus - Westport, NY

AGENDA

1. **Call to Order** At: By:

2. **Pledge of Allegiance**

3. **Roll Call**
 Tom Broderick Dina Garvey Evan George Sarah Kullman
 Heather Reynolds Sue Russell Micah Stewart

4. **Attendees**
 Present: Visitors:

5. **Public Budget Hearing on the Proposed 2024-2025 Spending Plan**
 - a. Presentation on the proposed \$15,651,006 spending plan for the 2024-2025 school year.
 - b. Question and feedback session.
 - c. Motion to close public hearing and open regular meeting at _____

6. **Approval of Minutes**
 - a. Approve the minutes of the April 11, 2024 Regular Meeting, April 18, 2024 Special Meeting and April 23, 2024 Budget Meeting as presented.

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

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.

8. **Financials**
 - a. Approve the following financial reports:
 - i. Warrant 10A dated 4/5/24
 - ii. Warrant 10B dated 4/12/24
 - iii. Warrant 10C dated 4/19/24
 - iv. Warrant 10D dated 4/26/24
 - v. Budgetary Transfer Report 4/1/24 to 4/30/24

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

9. CSE Recommendations

- a. Accept and approve the following CSE recommendations school year 2023-2024 for student #8794, 1226, 12391, 12549, 12604, 12674, 12667 and 12637.
- b. Accept and approve the following CSE recommendations school year 2024-2025 for student #2716, 8794, 8798, 1226, 12599, 12391, 12550, 2820, 12584, 1224, 12390, 2927, 12663, 12604, 1301, 12548, 12507, 12481, 1299 and 1214.

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

10. Action Items - Consent Agenda

- a. Authorize the opening of the May 2023 Annual Budget Vote & Election ballot box for the destruction of the ballots contained therein.
- b. Accept and approve the bids received through Auctions International for the sale of the following items:
 - i. 2016 Dodge Grand Caravan \$3,900
 - ii. 2010 International bus \$2,025

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

11. Personnel - Consent Agenda

- a. Approve the appointment of Karen Reynolds as a tutor for the 2023-2024 school year at an hourly rate of \$52.00 effective April 19, 2024.
- b. Approve the following substitute appointments effective May 8, 2024 at the rate per the current Board approved substitute salary pay chart pending receipt of fingerprint clearance:
 - i. Sydney Bisselle (non-certified) teacher, teacher assistant and teacher aide
 - ii. Elizabeth Hickey (non-certified) teacher, teacher assistant and teacher aide
- c. Approve the request as submitted by Kelsey Marving for an extension of her maternity leave through June 26, 2024.
- d. Approve the long-term substitute daily pay rate increase per the Board approved substitute salary pay chart for Kendra Goff long-term (non-certified) substitute for Kelsey Marvin from a daily rate of \$125 to a daily rate of \$150.00 effective May 16, 2024 (days 51-100).
- e. Accept and approve the letters of resignation as submitted by:
 - i. Suzette Montville from her position as Pre-K teacher effective June 30, 2024,
 - ii. Jenifer O’Neill from her position as Technology teacher effective June 30, 2024, and
 - iii. Heather Olson from the extracurricular positions of Music Ensemble (jazz band) advisor and Talent Show co-advisor for the 2023-2024 school year.
- f. Approve the appointment of the following extra-curricular positions for the 2023-2024 school year at the stipend per the current BVFT contract:
 - i. Amy Welch - Talent Show Co-Advisor

- ii. Terry Egglefield - Volunteer Assistant Varsity Softball (no stipend)
- iii. Bob Rice - Volunteer Assistant Varsity Baseball (no stipend)
- iv. Larry Cooney - Volunteer Assistant Varsity Baseball (no stipend)
- v. Amanda Pulsifer - Volunteer Assistant Modified Softball (no stipend)
- vi. Terry Pulsifer - Volunteer Assistant Modified Softball (no stipend)

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

12. Policy - None at this time

13. Superintendent’s Update

a. Superintendent’s Report

i. Roof Replacement Resolution

WHEREAS, the Boquet Valley Central School District (“District”) is a merged District comprised of the former Elizabethtown-Lewis Central School District and Westport Central School District; and,

WHEREAS, such merger occurred in 2019 and the two school facilities from the prior school districts have been and continue to be maintained and utilized by District; and,

WHEREAS, one such facility, the District’s Westport Lake View Campus building, is in deteriorating condition; and,

WHEREAS, the Westport Lake View Campus building experienced unexpected further deterioration over the winter months of the 2023-2024 school year including to the roof of such building; and,

WHEREAS, the deterioration of the Westport Lake View Campus building roof needs immediate replacement; and,

WHEREAS, it has been determined that replacement to the Westport Lake View Campus building roof (“Project”) is essential to ensure it is safe and functional for students and staff; and,

WHEREAS, the Board is empowered to determine that the expense of the Project is an ordinary contingent expense within the meaning of New York State Education Law §2023 and 8 NYCRR Part 170.2 of the Commissioner’s Regulations; and,

WHEREAS, the Project is deemed a public emergency arising out of an unforeseen occurrence or condition affecting public buildings as set forth in General Municipal Law §103(4) and if unattended to will present a safety and health hazard to those who utilize the Westport Lake View Campus building:

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby:

1) Resolves, determines, and declares the roof replacement project at the Westport Lake View Campus facility is an emergency under GML §103(4) and in need of replacement to ensure the safety and health of school occupants.

2) Resolves that the cost of the Project at the Westport Lake View Campus facility, including incidental costs and expenses, constitutes an ordinary contingent expense within the meaning of Education Law §2023 and 8 NYCRR Part 170.2 of the Commissioner’s Regulations of the Commissioner of Education and hereby authorizes the expenditure of those funds necessary for such purposes, in the maximum amount of \$ [redacted] to expedite work on the Project; and,

3) Authorizes the Superintendent of Schools to take all action(s) necessary to implement this resolution including making transfers between and within functional unit appropriations in the general fund in order to pay the cost of this ordinary contingent expense.

ii. 2024 CAPITAL PROJECT SEQRA RESOLUTION

WHEREAS, the Board of Education of the Boquet Valley Central School District (“Board”) is proposing to undertake a project consisting of the emergency replacement of the existing roof and associated work on the District’s Westport Lake View Campus building at the above site (“the Proposed Action” or “Project”) due to serious damage to the roof threatening its structural integrity and the safety and health of those who use the building; and,

WHEREAS, the State Environmental Quality Review Act (“SEQRA”) and the regulations thereunder require the Board to undertake a review of the potential environmental impacts, if any, associated with the Project before approving same; and,

WHEREAS, the Board wishes to fully comply with its obligations under SEQRA and the regulations thereunder with respect to the Project; and,

WHEREAS, the Board has carefully considered the nature and scope of the Project; and,

WHEREAS, upon review of the foregoing, the Board finds the Project will not have a significant adverse impact on the environment, and makes the following determinations:

1. The Project involves an immediate roof replacement to the areas of the Westport Lake View Campus building consisting of substantive repairs to the affected roof areas and perform any additional steps necessary to correct the roof issues to preserve the property so that the safety of students, staff, and the structure of the building can be insured, all of which is existing space and involves no construction of additions, and any associated work (“the Project”).
2. The Project represents maintenance or repair involving no substantial changes in an existing facility or structure within the meaning of 6 NYCRR 617.5(c)(1); and/or alternatively the replacement, rehabilitation or reconstruction of a structure or facility in kind within the meaning of 6 NYCRR 617.5(c)(2).
3. The Project will in no case have a significant adverse impact based on the environment based on the criteria contained in 6 NYCRR § 617.7(c) and is not otherwise a Type I action as defined by 6 NYCRR § 617.4.
4. The Project is a Type II action within the meaning of 6 NYCRR 617.5 and is therefore not subject to review under SEQRA and the regulations thereunder.

NOW THEREFORE BE IT RESOLVED, that:

- 1) The Board finds and concludes that the proposed action is a Type II action within the meaning of 6 NYCRR 617.5 and therefore is not subject to review under SEQRA and the regulations thereunder; and,
- 2) A copy of this Resolution shall be sent to any involved or interested agencies.

14. 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.

15. 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:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table
Out:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table

16. Next Meeting

- a. Annual Budget Vote & Election Tuesday, May 21, 2024 12:00 PM - 8:00 PM
Mountain View Campus
- b. Regular Meeting Thursday, June 13, 2024 6:00 PM Lake View Campus

17. Adjournment

Time:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table
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**Boquet Valley CSD
Budget Meeting
Tuesday, April 23, 2024 @ 6:00 PM
Mountain View Campus - Elizabethtown, NY**

AGENDA

- 1. Call to Order** **At:** **By:**
- 2. Pledge of Allegiance**
- 3. Roll Call**

<input type="checkbox"/> Tom Broderick	<input type="checkbox"/> Dina Garvey	<input type="checkbox"/> Evan George	<input type="checkbox"/> Sarah Kullman
<input type="checkbox"/> Heather Reynolds	<input type="checkbox"/> Sue Russell	<input type="checkbox"/> Micah Stewart	
- 4. Attendees**

Present:	Visitors:
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- 5. 2024-2025 Budget Discussion**
 - a. Budget review and discussion
 - i. The Board of Education adopts a proposed spending plan for the 2024-2025 school year:
 1. Be it resolved by the Board of Education to establish \$15,651,006 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 Annual Budget Vote & Election to be held on Tuesday, May 21, 2024.

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

 - ii. The Board of Education approves the Property Tax Report Card for the 2024-2025 proposed budget.

Motion: Second: Yes: No: Abstain: Accept Reject Table
- 6. Next Meeting**
 - a. Public Budget Hearing & Regular Meeting Tuesday, May 7, 2024 6:00 PM Lake View Campus
 - b. Annual Budget Vote & Election Tuesday, May 21, 2024 12:00 PM - 8:00 PM Mountain View Campus
- 7. Adjournment**
Time: Motion: Second: Yes: No: Abstain: Accept Reject Table

**Boquet Valley CSD
Special Meeting
CVES Board Member & Budget Vote
Thursday, April 18, 2024 @ 6:00 PM
Mountain View Campus - Elizabethtown, NY**

AGENDA

1. **Call to Order** At: By:

2. **Pledge of Allegiance**

3. **Roll Call**

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

4. **Attendees**

Present: Visitors:

5. **CVES Board Member Election**

- a. Resolved that the Board of Education of the Boquet Valley Central School District cast one vote for Patricia Gero 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 Richard Harriman Sr. 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 Donna Wotton for one of the seats vacant on the Clinton- Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Educational Services) Board.

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

6. **CVES Administrative Budget Vote**

- a. Resolved that the Board of Education of the Boquet Valley Central School District votes to approve/disapprove the tentative Administrative Budget of the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services for the school year 2024-25.

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

7. **Next Meeting**

- a. Budget Meeting April 23, 2024 6:00 PM Mountain View Campus

- b. Public Budget Hearing & Regular Meeting Tuesday, May 7, 2024 6:00 PM Lake View Campus
- c. Annual Budget Vote & Election Tuesday, May 21, 2024 12:00 PM - 8:00 PM Mountain View Campus

8. Adjournment

Time: Motion: Second: Yes: No: Abstain: Accept Reject Table

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

AGENDA

1. **Call to Order** At: By:

2. **Pledge of Allegiance**

3. **Roll Call**
 Tom Broderick Dina Garvey Evan George Sarah Kullman
 Heather Reynolds Sue Russell Micah Stewart

4. **Attendees**
 Present: Visitors:

5. **Approval of Minutes**
 - a. Approve the minutes of the March 14, 2024 Regular Meeting and March 27, 2024 Budget Meeting as presented.
 Motion: Second: Yes: No: Abstain: Accept Reject Table

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

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.

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: Second: Yes: No: Abstain: Accept Reject Table

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: Second: Yes: No: Abstain: Accept Reject Table

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: Second: Yes: No: Abstain: Accept Reject Table

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: Second: Yes: No: Abstain: Accept Reject Table

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: Second: Yes: No: Abstain: Accept Reject Table

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

14. 2024-2025 Budget Discussion

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

15. Superintendent's Update

- a. Superintendent's Report

16. 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.

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

18. Next Meeting

- a. Special Meeting CVES BOE Member & Budget Vote April 18, 2024 Mountain View Campus time TBD
- 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
- d. Annual Budget Vote & Election Tuesday, May 21, 2024 12:00 PM - 8:00 PM Mountain View Campus

19. Adjournment

Time: Motion: Second: Yes: No: Abstain: Accept Reject Table

Boquet Valley CSD
Budget Meeting
Wednesday, March 27, 2024 @ 6:00 PM
Lake View Campus - Westport, NY

AGENDA

1. Call to Order

At:

By:

2. Pledge of Allegiance

3. Roll Call

Tom Broderick

Dina Garvey

Evan George

Sarah Kullman

Heather Reynolds

Sue Russell

Micah Stewart

4. Attendees

Present:

Visitors:

5. 2024-2025 Budget Discussion

6. Next Meeting

a. Regular Meeting Thursday, April 11, 2024 6:00 PM Mountain View Campus

b. Budget Meeting Tuesday, April 23, 2024 6:00 PM Mountain View Campus

7. Adjournment

Time:

Motion:

Second:

Yes: No: Abstain:

Accept Reject Table

**Boquet Valley CSD
Regular Meeting
Thursday, March 14, 2024 @ 6:00 PM
Lake View Campus - Westport, NY**

AGENDA

1. Call to Order **At:** **By:**

2. Pledge of Allegiance

3. Roll Call

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

4. Attendees

Present: Visitors:

5. Approval of Minutes

- a. Approve the minutes of the February 8, 2024 Regular Meeting, February 15, 2024 Capital Improvement Project Vote and February 29, 2024 Special Meeting as presented.

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

6. Capital Project Exit Poll Results & Recommendations

- a. Discussion
- b. Proposal for Boquet Valley CSD Facilities Committee & Community Member Application
 - i. Approve the Proposal for BVCS D Facilities Committee and BVCS D Facilities Committee Community Member Application as presented.

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

7. Public Comment (30 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 30 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.

8. Financials

- a. Approve the following financial reports:
 - i. Warrant 8B dated 2/8/24

- ii. Warrant 8C dated 2/15/24
- iii. Warrant 9A dated 3/1/24
- iv. Warrant 9B dated 3/8/24
- v. Budget Transfer Report 2/1/24-2/29/24
- vi. Budget Status Report General Fund 2/29/24
- vii. Revenue Status Report General Fund 2/29/24
- viii. Budget Status Report F Special Aid Fund 2/29/24
- ix. Revenue Status Report F Special Aid Fund 2/29/24
- x. Budget Status Report School Lunch Fund 2/29/24
- xi. Revenue Status Report School Lunch Fund 2/29/24
- xii. Debt Service Bank Account Reconciliation as of 2/29/24
- xiii. Capital Project Bank Account Reconciliation as of 2/29/24
- xiv. Extraclassroom Bank Account Reconciliation as of 2/29/24
- xv. Financial Statement of Extraclassroom Activity fund 2/1/24 - 2/29/24
- xvi. Multi-Fund Bank Reconciliation for February 29, 2024
- xvii. Treasurer's Report for Multi-Fund Month of February 2024
- xviii. Cafeteria Profit & Loss Statement September 2023 - February 2024
- xix. 2023-24 Cash Flow Report February 2024
- xx. Fund Balance Projection as of February 2024
- xxi. Boquet Valley CSD Grants 2023-24 as of February 2024
- xxii. Claims Audit Report February 2024

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

9. CSE Recommendations

- a. Accept and approve the following CSE recommendations school year 2023-24 for student #8792, 2437, 2846, 1310, 2825, 2943, 2654, 12449, 1295, 1128, 2863, 1320, 12619, 1168, 12667 and 12390.
- b. Accept and approve the following CSE recommendations school year 2024-25 for student #8792, 2846, 1310, 2654, 1374, 1295, 1398, 12443, 12448, 12449, 2831, 1128, 1015, 2867, 2863, 12475, 1320, 1132, 599, 12464, 540, 2905, 1249, 1012 and 12428.

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

10. Action Items - Consent Agenda

- a. Accept the Adirondack Foreign Language Enhancement Fund at Adirondack Foundation grant in the amount of \$1,600.00 received from the Adirondack Foundation to be used for the project "French cultural immersion in Montreal" as requested by Jacqueline Chan-Seng.
- b. Accept and approve the St. Lawrence/Lewis BOCES Cooperative Purchasing Bids for the 2024-2025 fiscal year starting July 1, 2024 through June 30, 2025 to purchase the following products at the quoted fixed price per gallon as follows:
 - i. Gasoline (delivery location Town of Westport) from MX Petroleum @ \$0.2499 differential per gallon,
 - ii. Diesel (LVC generator) from MX Petroleum \$3.1780,
 - iii. BioFuel/Fuel Oil from MX Petroleum:

1. MVC main building \$3.0880
 2. MVC bus garage \$3.0780
 3. LVC main building \$3.0780
 4. LVC storage building (formerly bus garage) \$3.0780
- iv. Propane (MVC main building and LVC back entrance and outside kitchen) from Superior Plus Propane \$1.7160
- c. Approve the decommission and removal of bus #76 2010 International (VIN 4DRBUSKN2AB213440) and bus #50 2016 Dodge Grand Caravan (VIN 2C4RDGBG9GR116313) to be placed out to bid through Auctions International.
 - d. Approve the 2024-2025 school calendars as presented.

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

11. Personnel - Consent Agenda

- a. Approve the appointment of Shawn LaPier Sr. as a substitute cleaner and bus aide effective February 15, 2024 at the rate per the current Board approved substitute salary pay chart. Fingerprint clearance on file.
- b. Accept and approve the letters of resignation as submitted by:
 - i. Kristy Cave from her position as Cook (MVC) effective March 1, 2024
 - ii. Ryan Cave from his position as Teacher Aide (LVC) effective March 8, 2024.
- c. Approve a salary increase for long-term substitute teacher Sarah Chandler from \$150.00 daily (days 51-100) to Step I BA \$44,601 (prorated) effective March 21, 2024 to June 26, 2024.
- d. Accept and approve the letter of intent to retire as submitted by Jana Atwell from her position as Secretary to the Superintendent/District Clerk effective June 30, 2025.
- e. Approve the appointment of the following to the extracurricular position of Senior Class Chaperones for the 2023-2024 school year at a rate of \$200 each:

i. Rishabh Bisht	iii. Theresa McAuley
ii. Arin Burdo	iv. Sarah Rice
- f. Approve the appointment of the following employees as OASIS teachers for the 2023-2024 school year at their hourly rates paid through the Extended School Day Grant:

i. Brian Basile	iii. Jason Fiegl
ii. Theresa McAuley	iv. Lynn Bubbins

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

12. Policy

- a. As recommended by Erie I Policy Services, approve the adoption of the following new policies:
 - i. #7150 Remote Instruction
 - ii. #7440 Student Voter Registration and Pre-Registration
 - iii. #6190 Workplace Violence Prevention Policy Statement

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

13. Principal's Report - Principal Kyler Lake View Campus

14. 2024-2025 Budget Discussion

- a. Review and discuss the 2024-2025 proposed budget plan.
- b. The Board of Education approves proposition #2 to be placed on the ballot at the Annual Budget Vote & Election to be held on May 21, 2024.
 - i. To elect two (2) members to the Board of Education for three year terms commencing July 1, 2024 and expiring on June 30, 2027 to succeed Evan George and Micah Stewart whose terms expire on June 30, 2024 and one (1) member to the Board of Education to fill an unexpired term commencing May 22, 2024 and expiring on June 30, 2025. Voters may vote for three (3) trustees.

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

c. Resolution to Establish and Fund the Capital Project Reserve Fund

The Board of Education approves the adoption of the following resolution (i) to authorize the establishment of the 2024 Capital Project Reserve Fund of the District in the ultimate amount of \$10,000,000 and (ii) to authorize the initial funding of the 2024 Capital Project Reserve Fund; and (iii) to provide for certain additional details with respect thereto: (Proposition #3 to be placed on the ballot at the Annual Budget Vote & Election to be held on May 21, 2024.)

- i. BE IT RESOLVED, by the Board of Education (the "Board") of the Boquet Valley Central School District, Essex County, New York ("District"), as follows:

Section 1. The Board has determined that it is appropriate and in the best interest of the District to seek from the voters of the District their approval for the establishment of 2024 Capital Project Reserve Fund (the "Fund").

Section 2. Such Fund is to be established for the purpose of financing, in whole or in part, the District's activities in acquiring, constructing, reconstructing, adding to, renovating, altering and improving District buildings, facilities, grounds and real property, including the acquisition of original furnishings, equipment, machinery and apparatus required in connection therewith.

Section 3. The Board wishes to set the ultimate amount of such Fund at \$10,000,000, and the probable term of such Fund at fifteen (15) years.

Section 4. The Board has determined that it is appropriate and in the best interest of the District to seek from the voters of the District their approval to fund the 2024 Capital Project Reserve Fund by transferring into the Fund \$882,708.10 plus accrued interest from the District's current Westport Central School District Capital Improvement Reserve Fund established by the voters of Westport Central School District on February 7, 2017.

Section 5. The Board has determined that it is appropriate and in the best interest of the District to seek from the voters of the District their approval to fund the 2024 Capital Project Reserve Fund, in part, by transferring into the fund \$4,142,205.14 plus accrued interest from the District's current

Elizabethtown-Lewis Central School District Capital Improvement Reserve Fund, established by the voters of the Elizabethtown-Lewis Central School District on May 20, 2014.

Section 6. The Board wishes to submit to the voters of the District a proposition with respect to the establishment and funding of such Fund, with such proposition to be voted upon at the annual meeting and vote of the District that is to be conducted on May 21, 2024.

Section 7. Such Fund shall be deemed approved for further action by the Board upon the approval thereof by a majority of the qualified voters of the District voting on a duly presented proposition at the annual meeting and vote of the District.

Section 8. The proposition to be so submitted shall be in substantially the following form:

Proposition No. 3 - Establishment and Funding of the 2024 Capital Project Reserve Fund

Shall the following resolution be adopted, to wit:

RESOLVED, that the Board of Education (the "Board") of the Boquet Valley Central School District (the "District") is hereby authorized to establish a capital reserve fund pursuant to Section 3651 of the Education Law of the State of New York (the "Fund"); that the Fund shall be known as the "2024 Capital Project Reserve Fund" of the District; that the Fund shall be established for the purpose of financing, in whole or in part, the District's activities in acquiring, constructing, reconstructing, adding to, renovating, altering and improving District buildings, facilities, grounds and real property, including the acquisition of original furnishings, equipment, machinery and apparatus required in connection therewith; that the ultimate amount of such Fund shall not be greater than \$10,000,000 plus interest earned thereon; that the probable term of such Fund shall be not longer than fifteen (15) years but such Fund shall continue in existence for its stated purpose until liquidated in accordance with the Education Law; and that the permissible sources from which the Board is authorized to appropriate monies to such Fund from time to time shall be (a) the transfer of the entire remaining balance of \$882,708.10 plus accrued interest from the District's current Westport Central School District Capital Improvement Reserve Fund established pursuant to Education Law Section 3651 and approved by voters proposition on February 7, 2017; (b) the transfer of the entire remaining balance of \$4,142,205.14 plus accrued interest from the District's current Elizabethtown-Lewis Central School District Capital Improvement Reserve Fund established pursuant to Education Law Section 3651 and approved by the voters proposition on May 20, 2014; (c) current and future unappropriated fund balances made available by the Board from time to time, (d) State Aid received as reimbursement for expenditures by the District in connection with District capital improvement (whether or not financed in whole or in part from such Fund), (e) the proceeds from the sale of unneeded District real or personal property, (f) future transfers

of excess monies from Board of Education designated reserves, and (g) such other sources as the Board or the voters of the District may direct.

Section 9. This resolution shall take effect immediately.

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

d. Resolution to Establish and Fund the 2024 Transportation and Maintenance Equipment Reserve Fund

The Board of Education approves the adoption of the following resolution (i) to authorize the establishment of a 2024 Transportation and Maintenance Equipment Reserve Fund of the District in the ultimate amount of \$10,000,000 and (ii) to authorize the initial funding of the 2024 Transportation and Maintenance Equipment Reserve Fund; and (iii) to provide for certain additional details with respect thereto: (Proposition #4 to be placed on the ballot at the Annual Budget Vote & Election to be held on May 21, 2024.)

BE IT RESOLVED, by the Board of Education (the “Board”) of the Boquet Valley Central School District, Essex County, New York (“District”), as follows:

Section 1. The Board has determined that it is appropriate and in the best interests of the District to seek from the voters of the District their approval for the establishment of 2024 Transportation and Maintenance Equipment Reserve Fund (the “Fund”).

Section 2. Such Fund is to be established for the purpose of financing, in whole or in part, the District’s activities in purchasing vehicles for student transportation and other equipment and the costs of maintaining the same.

Section 3. The Board wishes to set the ultimate amount of such Fund at \$10,000,000, and the probable term of such Fund at ten (10) years.

Section 4. The Board has determined that it is appropriate and in the best interest of the District to seek from the voters of the District their approval to fund the 2024 Transportation and Maintenance Equipment Reserve Fund, in part, by transferring into the Fund \$582,795.64 plus accrued interest from the District’s current Elizabethtown-Lewis Central School District Transportation and Maintenance Equipment Reserve Fund established by the voters of Elizabethtown-Lewis Central School District on May 20, 2014.

Section 5. The Board wishes to submit to the voters of the District a proposition with respect to the establishment of the 2024 Transportation and Maintenance Equipment Reserve Fund, with such proposition to be voted upon at the annual meeting and vote of the District that is to be conducted on May 21, 2024.

Section 6. Such Fund shall be deemed approved for further action by the Board upon the approval thereof by a majority of the qualified voters of the District voting on a duly presented proposition on such day.

Section 7. The proposition to be so submitted shall be in substantially the following form:

Proposition No. 4 - Establishment and Funding of the 2024 Transportation and Maintenance Equipment Reserve Fund

Shall the following resolution be adopted, to wit:

RESOLVED, that the Board of Education (the “Board”) of the Boquet Valley Central School District (the “District”) is hereby authorized to establish a capital

reserve fund pursuant to Section 3651 of the Education Law of the State of New York (the “Fund”) to be known as the “2024 Transportation and Maintenance Equipment Reserve Fund,” the purpose of such Fund shall be to finance, in whole or in part, the purchase of vehicles for student transportation and other equipment and the cost of maintaining the same; the ultimate amount of such Fund shall not be greater than \$10,000,000 plus interest thereon; that the probable term of such Fund shall not be longer than ten (10) years, but such Fund shall continue in existence for its stated purpose until liquidated according to Education Law or until its funds are exhausted; and that permissible sources from which the Board is authorized to appropriate monies to such Fund from time to time shall be (a) the transfer of the entire remaining balance of \$582,795.64 plus accrued interest from the District’s current Elizabethtown-Lewis Central School District Transportation and Maintenance Equipment Reserve Fund established pursuant to Education Law Section 3651 and approved by voter proposition on May 20, 2014 (b) current and future unappropriated balances as directed by the Board; (c) amounts from budgetary appropriations from time to time; (d) transfers from other reserve funds as authorized by law; (e) State Aid received as reimbursement for bus purchases and equipment; and (f) such other sources as the Board or the voters of the District may direct.

Section 8. This resolution shall take effect immediately.

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

15. Superintendent’s Update

- a. Superintendent’s Report

16. Public Comment (30 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 30 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.

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

18. Next Meeting

- a. Budget Meeting March 28, 2024 6:00 PM Lake View Campus
Date Change - Wednesday, March 27, 2024
- b. Regular Meeting April 11, 2024 6:00 PM Mountain View Campus
- c. Budget Meeting April 23, 2024 6:00 PM Mountain View Campus

19. Adjournment

Time: Motion: Second: Yes: No: Abstain: Accept Reject Table

**Boquet Valley CSD
Regular Meeting
Thursday, February 8, 2024 @ 6:00 PM
Mountain View Campus - Elizabethtown, NY**

AGENDA

1. Call to Order

At:

By:

2. Pledge of Allegiance

3. Roll Call

[] Tom Broderick

[] Dina Garvey

[] Evan George

[] Sarah Kullman

[] Heather Reynolds

[] Sue Russell

[] Micah Stewart

4. Attendees

Present:

Visitors:

5. Approval of Minutes

- a. Approve the minutes of the January 11, 2024 Regular Meeting and January 25, 2024 Budget Meeting as presented.

Motion:

Second:

Yes: No: Abstain:

Accept Reject Table

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.

7. Financials

- a. Approve the following financial reports:
 - i. Warrant 7C dated 1/12/24
 - ii. Warrant 7D dated 1/19/24
 - iii. Warrant 7E dated 1/29/24
 - iv. Warrant 8A dated 2/2/24
 - v. Budget Transfer Report 1/1/24-1/31/24
 - vi. Budget Status Report General Fund 1/31/24
 - vii. Revenue Status Report General Fund 1/31/24
 - viii. Budget Status Report F Special Aid Fund 1/31/24
 - ix. Revenue Status Report F Special Aid Fund 1/31/24
 - x. Budget Status Report School Lunch Fund 1/31/24
 - xi. Revenue Status Report School Lunch Fund 1/31/24

- xii. Debt Service Bank Account Reconciliation as of 1/31/24
- xiii. Capital Project Bank Account Reconciliation as of 1/31/24
- xiv. Extraclassroom Bank Account Reconciliation as of 1/31/24
- xv. Financial Statement of Extraclassroom Activity fund 1/1/24 - 1/31/24
- xvi. Multi-Fund Bank Reconciliation for January 31, 2024
- xvii. Treasurer's Report for Multi-Fund Month of January 2024
- xviii. Cafeteria Profit & Loss Statement September 2023 - January 2024
- xix. 2023-24 Cash Flow Report January 2024
- xx. Fund Balance Projection as of January 2024
- xxi. Boquet Valley CSD Grants 2023-24 as of January 2024
- xxii. Claims Audit Report January 2024

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

8. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #1142, 12619, 12646, 12584, 12481, 1321 and 1396.

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

9. Action Items - Consent Agenda

- a. Approve the updated Memorandum of Agreement between Adirondack Community Action Programs, Inc. Head Start and BVCSD to maintain a Universal Pre-Kindergarten collaboration for the period July 1, 2023 through June 31, 2024 as presented.
- b. Approve the Consultant Contract-Behavior Support Service between Kelly Brock Consultant and BVCSD for the 2023-2024 school year as presented.
- c. Upon 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 2023-24 school budget to fund contingent expense of payment for sick leave for Debra Spaulding up to \$7,200.00 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 BVCSD as follows:

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

A5510-160-01-0000 Transportation-Salaries-Bus Driver \$7,200.00

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

A867.02 Reserve for Employee Benefits and Accrued Liabilities \$7,200.00

5997.000 Appropriated Reserve - EBALR

- d. Approve the closure of extracurricular account Class of 2022 and transfer of the remaining balance (\$237.48) to the BVCS Student Council extracurricular account.
- e. Approve the acquisition of the following new assets located at the Lake View Campus:
 - i. View Sonic Board (room 115) model IFP7552-1C serial #WMX2202132A1 asset tag #A01068182,
 - ii. View Sonic Board (room 113) model IFP7552-1C serial #WMX22021329E asset tag #A01068183, and
 - iii. View Sonic Board (room 104) model IFP7552-1C serial #WMX22021329D asset tag #A01068184
- f. Approve the disposal of the following assets located in the Mountain View Campus weight room:
 - i. Star Trac Polar training bike asset tag #A00769537,
 - ii. Champion barbell pull-up station asset tag #A00019407
 - iii. Champion barbell calf weight rack asset tag #A00019415
 - iv. Champion barbell weight rack asset tag #A00019422
 - v. Champion barbell curl rack asset tag #A00019413

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

10. Personnel - Consent Agenda

- a. Approve the following permanent appointments:
 - i. John Looby to the permanent full-time 12 month position of Secretary to Guidance (civil service position clerk) effective January 29, 2024, and
 - ii. Larry Cooney to the permanent full-time 12 month civil service position of Head Bus Driver effective February 9, 2024.
- b. Approve the formal request as submitted by Serene Holland for maternity leave beginning approximately April 22, 2024 through the end of the 2023-2024 school year.
- c. Accept and approve the letter of intent to retire as submitted by Heather Olson from her position as Music Teacher effective July 1, 2025.
- e. Approve the appointment of the following employees as OASIS teachers for the 2023-2024 school year at their hourly rates paid through the Extended School Day Grant:
 - i. Andrya Heller
 - ii. Kaitlin Fielder
- f. Approve the appointment of the following employees to serve as OASIS Enrichment teachers for the period July 8 through August 9, 2024 paid at their hourly rate through the Extended School Day Grant:
 - i. Brad Shumway (enrichment)
 - ii. Travis Mauro (enrichment)
 - iii. Shannon Baumann (enrichment)
 - iv. Kaitlin Fielder (enrichment)
- g. Approve the appointment of Jack Rice as a long-term substitute for Brad Schrauf at a daily rate of \$125.00 (day 1 - 50) effective January 16, 2024 until further notice.

- h. Approve the appointment of Samantha Roy to the full-time 10 month civil service position of Food Service Helper at an hourly rate of \$15.00 effective February 12, 2024. This appointment includes a 120 day probationary period commencing on February 12, 2024 and anticipated to end on or about October 24, 2024. Fingerprint clearance on file.
- i. Approve the appointment of Jackie Chan-Seng as a mentor for the 2023-2024 school year at a rate of \$1,500 (prorated) effective January 16, 2024.
- j. Approve the appointment of Taylor Atwell to the extracurricular position of volunteer assistant golf coach (no stipend) for the 2023-2024 school year. Fingerprint clearance on file.
- k. Approve the appointment of the following substitutes effective February 9, 2024 at the rate per the current Board approved substitute salary pay chart pending receipt of their fingerprint clearances:
 - i. Tammy Wojewodzic substitute (non-certified) teacher, teacher assistant and teacher aide
 - ii. Michelle Rawson substitute administrator

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

11. Policy

- a. As recommended by Erie I Policy Services, second reading new policies:
 - i. #7150 Remote Instruction
 - ii. #7440 Student Voter Registration and Pre-Registration
 - iii. #6190 Workplace Violence Prevention Policy Statement
- b. As recommended by Erie I Policy Services, approve the following policy revisions:
 - i. #6214 Incidental Teaching
 - ii. #7530 Child Abuse and Maltreatment

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

12. Superintendent’s Update

- a. 2024-2025 Budget Discussion
- b. Superintendent’s Report
- c. Building Project Update

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.

14. 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:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table
Out:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table

15. Next Meeting

- a. Capital Project Vote February 15, 2024 12:00 PM - 8:00 PM Lake View Campus
- b. Regular Meeting March 14, 2024 6:00 PM Lake View Campus
- c. Budget Meeting March 28, 2024 6:00 PM Lake View Campus

16. Adjournment

Time:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table
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**Boquet Valley CSD
Budget Meeting
Thursday, January 25, 2024 @ 6:00 PM
Lake View Campus - Westport, NY**

AGENDA

1. Call to Order

At:

By:

2. Pledge of Allegiance

3. Roll Call

Thomas Broderick Dina Garvey Evan George Sarah Kullman
 Heather Reynolds Suzanne Russell Micah Stewart

4. Attendees

Present:

Visitors:

5. 2024-2025 Budget Discussion

6. Next Meeting

- a. Regular Meeting Thursday, February 8, 2024 6:00 PM Mountain View Campus
- b. Regular Meeting Thursday, March 14, 2024 6:00 PM Lake View Campus
- c. Budget Meeting Thursday, March 28, 2024 6:00 PM Lake View Campus

7. Adjournment

Time: Motion: Second: Yes: No: Abstain: Accept Abstain Reject

- xiii. Revenue Status Report F Special Aid Fund 12/31/23
- xiv. Debt Service Bank Account Reconciliation as of 12/31/23
- xv. Capital Project Bank Account Reconciliation as of 12/31/23
- xvi. Multi-Fund Bank Reconciliation for December 31, 2023
- xvii. Treasurer’s Report for Multi-Fund Month of December 2023
- xviii. Cafeteria Profit & Loss Statement September 2023 - December 2023
- xix. Extraclassroom Bank Account Reconciliation as of 12/31/23
- xx. Financial Statement of Extraclassroom Activity fund 12/1/23 - 12/31/23
- xxi. 2023-24 Cash Flow Report December 2023
- xxii. Boquet Valley CSD Grants 2023-24 as of December 2023
- xxiii. Boquet Valley CSD Revenues 2023-24 & 2024-25
- xxiv. Claims Audit Report December 2023

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

b. Resolution to Increase the General Purpose School Fund Budget (insurance recovery)

- i. BE IT RESOLVED, the Boquet Valley Central School District Board of Education amends the General Purpose School Fund Budget for Fiscal Year ending June 30, 2024; and for other purposes.
 WHEREAS, the General Purpose School Fund Budget for the fiscal year ending June 30, 2024 was approved by the Boquet Valley Central School District Board of Education on April 20, 2023 and by the Boquet Valley Central School District Taxpayers on May 16, 2023; and
 WHEREAS, the Boquet Valley Central School System sustained damage to the DX1 Controller on October 22, 2023 at the Lake View Campus; and
 WHEREAS, this damage was unforeseen; and
 WHEREAS, we have received insurance recovery from NYSIR;
 NOW, THEREFORE, BE IT RESOLVED, that the Boquet Valley Central School District Board of Education, meeting in regular session, amend the General Purpose School Fund as follows:

<u>INCREASE</u>	<u>REVENUE</u>	
A2680.000	Insurance Recoveries	\$16,168.00
<u>INCREASE</u>	<u>EXPENDITURES</u>	
Various Accounts	Maintenance of Plant-LVC	\$16, 168.00

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

8. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #12666, 12481, 1396, 735, 1226, 2911, 2634 and 8794.

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

9. Action Items - Consent Agenda

- a. Approve the Group Voluntary Vision Care Plan Contract Renewal for the period January 1, 2024 through December 31, 2025.

- b. Accept and approve the following donations and grant:
 - i. a donation of \$5,500 received from Camp Dudley,
 - ii. a donation of \$1,000 to the Art Department to purchase art program supplies on behalf of the Rogers-Carroll Family Foundation,
 - iii. a donation of \$1,000 to the Art Club for the purpose of providing a scholarship on behalf of the Rogers-Carroll Family Foundation, and
 - iv. a music grant in the amount of \$1,000 received from Peter R. Marsh Foundation
- c. Establish and approve the compensation rate of \$15.00 per hour for inspectors serving at the Capital Project Vote to be held on February 15, 2024.
- d. Approve the Chairperson and Inspector List for the Capital Project Vote to be held on February 15, 2024 as presented.

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

10. Personnel - Consent Agenda

- a. Approve the following permanent appointments:
 - i. Kristy Cave to the permanent full-time 10 month civil service position of Cook effective December 20, 2024, and
 - ii. Dora Atwell to the permanent part-time 10 month civil service position of Food Service Helper effective December 20, 2024.
- b. Approve the formal request as submitted by Ashley Hooper to extend her maternity leave through the end of the 2023-2024 school year.
- c. Approve Aubrey Pulsifer to be compensated at her hourly rate up to an additional 30 minutes per day (via claim form) for the 2023-2024 school year based upon her current teaching schedule and the decreased amount of planning time available to her (see BVFT agreement Article VII Section B). Please note if there is a change in her current schedule, this may result in a change to her additional compensation.
- d. Approve Jason Fiegl to be compensated at his hourly rate up to an additional 30 minutes per day (via claim form) for the 2023-2024 school year based upon his current teaching schedule and decreased amount of planning time available to him (see BVFT agreement Article VII Section B). Please note if there is a change in his current schedule, this may result in a change to his additional compensation.
- e. Approve the appointment of the following as tutors for the 2023-2024 school year at a rate of \$52.00 per hour:
 - i. Ellen Kiely
 - ii. Zoe Brugger-Lobdell
 - iii. Ellen Saccone
- f. Approve the appointment of Ryan Cave as a substitute cleaner effective January 12, 2024 at the rate per the current Board approved substitute salary pay chart.
- g. Approve the appointment of Lora Wright to the full-time 12 month civil service position of cleaner effective January 16, 2024 at an hourly rate of \$16.50 pending receipt of fingerprint clearance. This appointment includes a 120 day probationary period commencing on January 16, 2024 and anticipated to end on or about July 5, 2024.
- h. Approve the extracurricular resignation as submitted by Ashley Hooper from the position of Student Council co-advisor for the 2023-2024 school year.

- i. Approve the appointment of the following employees to serve as OASIS Credit Recovery, Enrichment and Summer Power Program teachers, teacher assistants and/or teacher aides for the period July 8 through August 9, 2024 paid at their hourly rate through the Extended School Day Grant:
 - i. Brad Schrauf (credit recovery)
 - ii. Erica Loher (credit recovery and enrichment)
 - iii. Malinda Fleming (credit recovery and enrichment)
 - iv. Peggy Staats (summer power program)
 - v. Eric Schultz (summer power program and enrichment)
 - vi. Samantha Meachem (summer power program)
 - vii. Lily Whalen (summer power program)
 - viii. Jennifer Barber (enrichment)
 - ix. Julie Bisselle (enrichment)
 - x. Rhonda Sloper (enrichment)
 - xi. Kayla Dempsey (enrichment)
 - xii. Adele Jesmer (enrichment)
 - xiii. Theresa McAuley (enrichment and teacher assistant)
 - xiv. Jen Peck (enrichment)
 - xv. Paul Beuhler (enrichment)
 - xvi. Heather Olson (enrichment)
 - xvii. Marci Oliver (teacher assistant)
 - xviii. Brad Egglefield (teacher aide)

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

11. Policy

- a. As recommended by Erie I Policy Services, approve the following policy revision:
 - i. #7350 Timeout and Physical Restraint

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

- b. As recommended by Erie I Policy Services, first reading new policies:
 - i. #7150 Remote Instruction
 - ii. #7440 Student Voter Registration and Pre-Registration
 - iii. #6190 Workplace Violence Prevention Policy Statement

12. Monthly Administrative Report - Lee Kyler Principal LVC

13. Superintendent's Update

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

14. 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.

15. 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:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table
Out:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table

16. Next Meeting

- a. Budget Meeting January 25, 2024 6:00 PM Lake View Campus
- b. Regular Meeting February 8, 2024 6:00 PM Mountain View Campus
- c. Capital Project Vote February 15, 2024 12:00 PM - 8:00 PM Lake View Campus

17. Adjournment

Time:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table
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**Boquet Valley CSD
Regular Meeting
Thursday, December 14, 2023 @ 6:00 PM
Mountain View Campus - Elizabethtown, NY**

AGENDA

1. Call to Order

At:

By:

2. Pledge of Allegiance

3. Roll Call

[]Tom Broderick

[]Dina Garvey

[]Evan George

[]Sarah Kullman

[]Heather Reynolds

[]Sue Russell

[]Micah Stewart

4. Attendees

Present:

Visitors:

5. CVES & CV-TEC Presentation - District Superintendent Dr. Mark Davey and Assistant Superintendent for Educational Services Ms. Amy Campbell

6. Approval of Minutes

- a. Approve the minutes of the November 9, 2023 Regular Meeting and November 29, 2023 Special Meeting as presented.

Motion:

Second:

Yes: No: Abstain:

Accept Reject Table

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.

8. Financials

- a. Approve the following financial reports:
- i. Warrant 5A dated 11/3/23
 - ii. Warrant 5B dated 11/13/23
 - iii. Warrant 5C dated 11/21/23
 - iv. Warrant 5D dated 11/29/23
 - v. Warrant 6A dated 12/7/23
 - vi. Budget Transfer Report 11/1/23-11/30/23

- vii. Budget Status Report General Fund 11/30/23
- viii. Revenue Status Report General Fund 11/30/23
- ix. Budget Status Report School Lunch Fund 11/30/23
- x. Revenue Status Report School Lunch Fund 11/30/23
- xi. Budget Status Report F Special Aid Fund 11/30/23
- xii. Revenue Status Report F Special Aid Fund 11/30/23
- xiii. Debt Service Bank Account Reconciliation as of 11/30/23
- xiv. Capital Project Bank Account Reconciliation as of 11/30/23
- xv. Multi-Fund Bank Reconciliation for November 30, 2023
- xvi. Treasurer's Report for Multi-Fund Month of November 2023
- xvii. Cafeteria Profit & Loss Statement September 2023 - November 2023
- xviii. Extraclassroom Bank Account Reconciliation as of 10/31/23
- xix. Extraclassroom Bank Account Reconciliation as of 11/30/23
- xx. Financial Statement of Extraclassroom Activity Fund 10/1/23 - 10/31/23
- xxi. Financial Statement of Extraclassroom Activity fund 11/1/23 - 11/30/23
- xxii. 2023-24 Cash Flow Report November 2023
- xxiii. Boquet Valley CSD Grants 2023-24 as of November 30, 2023
- xxiv. Claims Audit Report November 2023

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

9. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #1295, 1299, 1214, 12604, 12663, 1248, 12443, 1059, 1371 and 2870.

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

10. Action Items - Consent Agenda

- a. Approve the disposal (recycle with EWaste) of a Canon ImageRunner 5050N copier serial #(21)KPB99177 asset tag #A00784414 located in the MVC atrium.
- b. Accept a donation of \$250 received from Hannaford Helps Schools.
- c. Approve a request to open a new checking account - Joseph Huttig Scholarship Fund.
- d. Accept and approve the revised 2023-2024 Special Education Plan as presented.

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

11. Personnel - Consent Agenda

- a. Accept and approve the resignation as submitted by Cindy Summo from her position as Secretary to the Director of Student Support Services effective December 29, 2023.
- b. Accept and approve the letter of intent to retire as submitted by Tina Belzile from her position as Teacher Assistant effective August 29, ~~2023~~ 2025.
- c. Amend Heather Olson's appointment from occasional driver to substitute bus driver effective October 1, 2023.

- d. Approve the appointment of the following employees to serve as OASIS teachers for the 2023-2024 school year paid at their hourly rate through the Extended School Day Grant:
 - i. Zoe Brugger-Lobdell
 - ii. Ellen Saccone
 - iii. Shannon Baumann
- e. Approve the appointment of the following to serve as OASIS teachers and program assistant for the 2023-2024 school year paid through the Extended School Day Grant:
 - i. Abigail Lindsay, teacher \$18.00 per hour
 - ii. Michael Peck, teacher \$25.00 per hour
 - iii. Brody Lobdell, Program Assistant for LVC effective December 4, 2023 \$15.00 per hour
- f. Approve the long-term substitute daily pay rate increase per the Board approved substitute salary pay chart for Sarah Chandler, long-term (non-certified) substitute for Ashley Hooper, to a daily rate of \$150.00 effective January 3, 2024 (days 51-100).
- g. Accept and approve the letter of request for maternity leave as submitted by Kelsey Marvin with an anticipated start date of February 26, 2024 and end date to be determined.
- h. Approve the appointment of Kendra Goff as the long-term (non-certified) substitute Elementary Teacher effective approximately February 26, 2024 at a daily rate of \$125.00 (1-50 days).
- i. Upon receipt of the civil service test scores for the Clerk examination, approve the following appointments:
 - i. Janelle Pulsifer to the permanent full-time 12 month position of Secretary to the Principal (civil service title Clerk) effective May 26, 2023.
 - ii. Allison Whalen to the permanent full-time 12 month position of Secretary to the Principal (civil service title Clerk) effective August 3, 2023.
 - iii. John Looby to the full-time 12 month position of Secretary to Guidance (civil service title Clerk). This appointment includes a 120 day probationary period effective August 1, 2023 through January 29, 2024.
- j. Approve the appointment of Brody Lobdell to the full-time (10 month) position of (non-certified) Building Substitute Teacher for the 2023-2024 school year at a daily rate of \$115.50 effective December 4, 2023.
- k. Approve the appointment of Jack Rice to the full-time (10 month) position of (non-certified) Building Substitute Teacher for the 2023-2024 school year at a daily rate of \$115.50 effective December 18, 2023.
- l. Approve the appointment of the following substitutes at rates per the current Board approved substitute salary pay chart :
 - i. Jason Fiegl substitute Bus Driver effective November 1, 2023
 - ii. Palmer Martin substitute Cleaner effective December 8, 2023
 - iii. Julie Napper substitute Food Service Helper and Teacher Aide effective December 15, 2023
- m. Approve the appointment of the following as detention monitors for the 2023-2024 at a rate of \$30.00 per hour:
 - i. Brad Schrauf
 - ii. Jackie Chan-Seng

- iii. Erica Loher
- iv. Marci Oliver
- n. Approve the following extracurricular appointments and stipends per the current BVFT agreement for the 2023-24 school year:
 - i. Game Timer Basketball - Sarah Chandler and Michael Peck
 - ii. Basketball Chaperone - Sarah Chandler, Theresa McAuley and Ryan Cave
 - iii. Golf Coach - David Kirkby
 - iv. Volunteer Assistant Varsity Baseball (no stipend) - Jason Demar
- o. Approve the employment agreement between BVCS D and Mary Hennop, part-time School Psychologist at a rate of \$1,000 per completed evaluation commencing November 20, 2024 and ending June 30, 2024 per the signed employment agreement.
- p. As a result of the adjustment associated with the January 1, 2024 transition to \$15.00 per hour minimum wage in accordance with New York State Labor Laws, hourly rates will be increased to \$15.00 effective January 1, 2024 for the following employees:
 - i. Dora Atwell
 - ii. Ryan Cave
 - iii. Katie Clark
 - iv. Brad Egglefield
 - v. Theresa McAuley
 - vi. Angel Mitchell
- q. Authorize the following substitute pay rate adjustments associated with the January 1, 2024 transition to \$15.00 per hour minimum wage in accordance with New York State Labor Laws:

Substitute Position	Hourly / Daily	Current Rate of Pay	Rate of Pay effective 1/1/24
Teacher (certified)	Daily	\$115.00	\$119.00
Teacher Assistant (certified)	Daily (7.5 hours)	\$112.50	\$114.50
Teacher Aide (certified)	Daily	\$105.00	\$106.75
Teacher (non-certified)	Daily	\$110.00	\$115.00
Teacher Assistant (non-certified)	Daily (7.5 hours)	\$106.50	\$112.50
Teacher Aide (non-certified)	Daily	\$99.50	\$105.00
Monitor	Daily	\$92.30	\$97.50
Nurse	Daily	\$115.00	\$119.00
Food Service Helper	Hourly	\$14.20	\$15.00
Clerical	Hourly	\$14.20	\$15.00
Cleaner	Hourly	\$14.20	\$15.00
Bus Driver	Hourly	\$21.00	\$21.00
Bus Aide	Hourly	\$14.20	\$15.00

Long-Term Non-Certified Substitute Teacher (days 1-50)	Daily	\$125.00	\$125.00
Long-Term Certified Substitute Teacher (days 1-50)	Daily	\$175.00	\$175.00
Long-Term Non-Certified Substitute Teacher (days 51-100)	Daily	\$150.00	\$150.00
Long-Term Certified Substitute Teacher (days 51-100)	Daily	\$200.00	\$200.00

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

12. Policy

- a. As recommended by Erie I Policy Services, approve the following policy revisions:
 - i. #5140 Administration of the Budget
 - ii. #6213 Registration and Professional Development
 - iii. #6550 Leaves of Absence
 - iv. #6121 Sexual Harassment in the Workplace
 - v. #1510 Regular Board Meetings and Rules (Quorum and Parliamentary Procedure)
 - vi. #5130 Budget Adoption

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

- b. As recommended by Erie I Policy Services, delete policy #5150 Contingency Budget as the content of this policy is addressed in revised policy #5130 Budget Adoption.

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

13. Monthly Administrative Report - Elaine Dixon-Cross Principal MVC

14. Superintendent's Update

- a. Superintendent's Report
- b. Building Project Update
 - i. Resolution to Approve the SEQR Statement of Findings:
 Motion to approve the SEQR Statement of Findings dated December 11, 2023 for the Boquet Valley Central School District New K-12 School and Bus Garage Campus and to authorize the Superintendent of Schools and the President of the Board of Education to sign and date the last page thereof.

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

ii. Resolution of the Board of Education of the Boquet Valley Central School District, Essex County, New York (THE “DISTRICT”) Authorizing the Submission of One Proposition to be Voted Upon by the Qualified Voters of Said District at a Special Meeting Thereof to be Held on February 15, 2024

WHEREAS, the Board of Education (the “Board”) of the Boquet Valley Central School District, Essex County, New York (the “District”) is proposing to undertake a capital improvement project consisting of (i) the acquisition of up to 100+/- acres of land from the County of Essex (a portion of the Thrall Dam site) and (ii) the construction a new K-12 public school, new bus garage, new athletic fields, and (iii) the general development of new school grounds including other appurtenant and related improvements, the acquisition and installation in and around such buildings, facilities and improvements of original furnishings, equipment, machinery, and apparatus, and other services incidental thereto (the “Capital Project”); all at a total estimated maximum cost not to exceed \$65,875,025, with such cost being raised by the expenditure of approximately \$5,130,901 from the following respective funds and in the respective amounts: (i) \$902,113 from the District’s existing “Westport Capital Improvement Reserve” fund (said fund being established pursuant to a proposition approved by the qualified voters of the District on February 7, 2017), and (ii) \$4,228,788 from the District’s existing “Elizabethtown-Lewis Capital Improvement Reserve” fund (said fund being established pursuant to a proposition approved by the qualified voters of the District on May 20, 2014), and, with the balance thereof, not to exceed \$60,744,124, being raised by a tax upon the taxable property of said District to be levied and collected in annual installments in such amounts and in such years as may be determined by the Board as provided in Section 416 of the Education Law, with such tax to be partially offset by State aid available therefore, and in anticipation of such tax, by obligations of said District as may be necessary; and

WHEREAS, the District (i) acting as lead agency under the New York State Environmental Quality Review Act and the regulations of the New York State Department of Environmental Conservation promulgated thereunder (6 NYCRR Part 617) (collectively, “SEQRA”), by resolution adopted on December 7, 2022, determined that the Capital Project constituted a “Type I” action within the meaning of SEQRA; and (ii) by resolution adopted on December 14, 2023, adopted immediately prior to the consideration of this resolution, adopted a Findings Statement with respect to such proposed improvements; and

WHEREAS, the Board of Education now intends to schedule a special meeting of the qualified voters of the District to be held on February 15, 2024 for the purpose of voting on one proposition on whether to authorize the District to undertake the Capital Project.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOQUET VALLEY CENTRAL SCHOOL DISTRICT, ESSEX COUNTY, NEW YORK, AS FOLLOWS:

SECTION 1. A special meeting of the qualified voters of the Boquet Valley Central School District, Essex County, State of New York (the “District”), shall be held at the Lake View Campus, 25 Sisco Street, Westport, New York 12993, on February 15, 2024, with polls to be open between the hours of 12:00 p.m. (noon) and 8:00 p.m. for the purpose of voting upon the following proposition:

PROPOSITION #1

SHALL the Board of Education (the “Board”) of the Boquet Valley Central School District (the “District”) be hereby authorized to undertake a capital improvement project consisting of (i) the acquisition of up to 100+/- acres of land from the County of Essex (a portion of the Thrall Dam site) and (ii) the construction a new K-12 public school, new bus garage, new athletic fields, and (iii) the general development of new school grounds including other appurtenant and related improvements, the acquisition and installation in and around such buildings, facilities and improvements of original furnishings, equipment, machinery, and apparatus, and other services incidental thereto (the “Capital Project”); all at a total estimated maximum cost not to exceed \$65,875,025, with such cost being raised by the expenditure of approximately \$5,130,901 from the following respective funds and in the respective amounts: (i) \$902,113 from the District’s existing “Westport Capital Improvement Reserve” fund (said fund being established pursuant to a proposition approved by the qualified voters of the District on February 7, 2017), and (ii) \$4,228,788 from the District’s existing “Elizabethtown-Lewis Capital Improvement Reserve” fund (said fund being established pursuant to a proposition approved by the qualified voters of the District on May 20, 2014), and, with the balance thereof, not to exceed \$60,744,124, being raised by a tax upon the taxable property of said District to be levied and collected in annual installments in such amounts and in such years as may be determined by the Board as provided in Section 416 of the Education Law, with such tax to be partially offset by State aid available therefore, and in anticipation of such tax, by obligations of said District as may be necessary?

SECTION 2. Said special meeting shall be called by the publication of a notice substantially in the form attached to this resolution as Exhibit A and the District Clerk is hereby authorized and directed to publish said notice, in the manner required by law, in *The Sun Community News* and the *Press Republican*, each a newspaper of general circulation within the District.

SECTION 3. Voting on the above referenced propositions shall be by ballot with the full text of each such proposition appearing thereon.

SECTION 4. This resolution shall take effect immediately upon its adoption.

The question of the adoption of the foregoing resolution was duly put to vote on a roll call, which resulted as follows:

AYES

NAYS

Thomas Broderick
Dina Garvey
Evan George
Sarah Kullman
Heather Reynolds
Suzanne Russell
Micah Stewart

The resolution was thereupon declared duly adopted by a vote of ____ ayes and ____ nays.

EXHIBIT A

NOTICE OF SPECIAL MEETING OF THE QUALIFIED VOTERS OF THE BOQUET VALLEY CENTRAL SCHOOL DISTRICT, ESSEX COUNTY, NEW YORK

TO THE QUALIFIED VOTERS OF BOQUET VALLEY CENTRAL SCHOOL DISTRICT, ESSEX COUNTY, NEW YORK:

PLEASE TAKE NOTICE that the Board of Education of the Boquet Valley Central School District, Essex County, New York (the “District”), has scheduled a special meeting of the qualified voters of said District to be held at the the Lake View Campus, 25 Sisco Street, Westport, New York 12993, on February 15, 2024, with polls to be open between the hours of 12:00 p.m. (noon) and 8:00 p.m. for the purpose of voting upon the following proposition:

PROPOSITION NO. 1

SHALL the Board of Education (the “Board”) of the Boquet Valley Central School District (the “District”) be hereby authorized to undertake a capital improvement project consisting of (i) the acquisition of up to 100+/- acres of land from the County of Essex (a portion of the Thrall Dam site) and (ii) the construction a new K-12 public school, new bus garage, new athletic fields, and (iii) the general development of new school grounds including other appurtenant and related improvements, the acquisition and installation in and around such buildings, facilities and improvements of original furnishings, equipment, machinery, and apparatus, and other services incidental thereto (the “Capital Project”); all at a total estimated maximum cost not to exceed \$65,875,025, with such cost being raised by the expenditure of approximately \$5,130,901 from the following respective funds and in the respective amounts: (i) \$902,113 from the District’s existing “Westport Capital Improvement Reserve” fund (said fund being established pursuant to a proposition approved by the qualified voters of the District on February 7, 2017), and (ii) \$4,228,788 from the District’s existing “Elizabethtown-Lewis Capital Improvement Reserve” fund (said fund being established pursuant to a proposition approved by the qualified voters of the District on May 20, 2014), and, with the balance thereof, not to exceed \$60,744,124, being raised by a tax upon the taxable property of said District to be levied and collected in annual installments in such amounts and in such years as may be determined by the Board as provided in Section 416 of the Education

Law, with such tax to be partially offset by State aid available therefore, and in anticipation of such tax, by obligations of said District as may be necessary?

AND NOTICE IS HEREBY FURTHER GIVEN that applications for absentee ballots for voting on the above-referenced proposition may be applied for at the office of the District Clerk, 7530 Court Street PO Box 158 Elizabethtown, NY 12932. Any such application must be received by the District Clerk at least seven (7) days before the date of the vote on the above-referenced proposition, if the ballot is to be mailed to the voter, or the day before such vote, if the ballot is to be picked up personally by the voter. A list of all persons to whom absentee ballots shall have been issued will be available for public inspection during regular business hours in the office of the District Clerk on each of the five (5) days prior to the day of the election except Sunday.

Absentee ballots must be received in the office of the District Clerk not later than 5:00 p.m. on February 15, 2024.

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.

16. 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:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table
Out:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table

17. Next Meeting

- a. Regular Meeting January 11, 2024 6:00 PM Lake View Campus

18. Adjournment

Time:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table
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**Boquet Valley CSD
Regular Meeting
Thursday, November 9, 2023 @ 6:00 PM
Lake View Campus - Westport, NY**

AGENDA

1. Call to Order **At:** **By:**

2. Pledge of Allegiance

3. Roll Call

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

4. Attendees

Present:

Visitors:

5. Approval of Minutes

a. Approve the minutes of the October 12, 2023 Regular Meeting and October 26, 2023 Special Meeting as presented.

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

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.

7. Financials

a. Approve the following financial reports:

- i. Warrant 4A dated 10/5/23
- ii. Warrant 4B dated 10/12/23
- iii. Warrant 4C dated 10/19/23
- iv. Warrant 4D dated 10/27/23
- v. Warrant 4E dated 10/30/23
- vi. Warrant 20 Field Trips dated 10/4/23
- vii. Budget Transfer Report 10/1/23-10/31/23
- viii. Budget Status Report General Fund 10/31/23
- ix. Revenue Status Report General Fund 10/31/23
- x. Budget Status Report School Lunch Fund 10/31/23
- xi. Revenue Status Report School Lunch Fund 10/31/23

- xii. Budget Status Report F Special Aid Fund 10/31/23
- xiii. Revenue Status Report F Special Aid Fund 10/31/23
- xiv. Debt Service Bank Account Reconciliation as of 10/31/23
- xv. Capital Project Bank Account Reconciliation as of 10/31/23
- xvi. Multi-Fund Bank Reconciliation for October 31, 2023
- xvii. Treasurer's Report for Multi-Fund Month of October 2023
- xviii. Cafeteria Profit & Loss Statement September 2023 - October 2023
- xix. 2023-24 Cash Flow Report October 2023
- xx. Claims Audit Report October 2023
- xxi. Boquet Valley CSD Grants 2023-24 as of October 31, 2023

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

8. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #12621, 12663, 12659, 2911, 1136, 2863, 2927, 2884, 1295, 1398 and 1214.

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

9. Action Items - Consent Agenda

- a. Accept and approve the 2023-2024 Budget Development Timetable as presented.
- b. Approve the acquisition of the following new assets acquired 2023:

Tag #	Location	Description	Manufacturer	Model	Serial #
A01068220	MV 209	Board	View Sonic	IFP6552-1C	WMU22021308A
A01068219	MV 225	Board	View Sonic	IFP7552-1C	WMX220213305
A01068218	MV 412	Board	View Sonic	IFP6552-1C	WMU22021308E
A01068217	LV 202	Board	View Sonic	IFP6552-1C	WMU2202130C1
A01068216	LV 17	Board	View Sonic	IFP6552-1C	WMU22021308B
A01068215	LV 103	Board	View Sonic	IFP6552-1C	WMU2202130C8
A01068214	LV 101	Board	View Sonic	IFP6552-1C	WMU2202130BF
A01068213	LV 100	Board	View Sonic	IFP6552-1C	WMU220213088
009962	LV Principal Office	Laptop	Dell	Latitude 5440	7W3TDY3
009963	CSE Office	Laptop	Dell	Latitude 5440	7FDLDY3
009964	MV Principal Office	Laptop	Dell	Latitude 5440	6T3TDY3
009965	MV Supt office	Laptop	Dell	Latitude 5440	F69TDY3

- c. Approve the Small Claims Assessment Review (SCAR) as presented based upon the Decision of the Hearing Officer:
 - i. Ahner-Miller SC14-2023 - settled, no change in assessment
- d. Approve the Building Use Request Form as submitted by Julie Tromblee on behalf of the UVMHN Elizabethtown Community Hospital for the use of the

MVC auditorium on Saturday, December 2, 2023, from 7 AM - 6 PM for the purpose of paramedic student skills testing at a cost of \$300 for the day.

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

10. Personnel - Consent Agenda

- a. Upon the recommendation of the Superintendent, approve the appointment of Lee Kyler as a substitute CSE Chairperson for the 2023-24 school year.
- a. Accept and approve the following resignations as submitted by:
 - i. Joanna Waters from her position as Food Service Helper effective October 24, 2023 and
 - ii. Terry Egglefield from the extracurricular position of Newspaper Advisor effective November 10, 2023 (stipend prorated September 5 - November 10, 2023)
- b. Accept and approve the letter of intent to retire as received from Kathryn (Katie) Clark effective July 1, 2024.
- c. Approve the appointment of the following employees to serve as OASIS teachers for the 2023-2024 school year paid at their hourly rate through the Extended School Day Grant:
 - i. Jackie Chan-Seng
 - ii. Diana McGuigan
 - iii. Liz Otto
 - iv. Jen Peck
 - v. Peggy Staats
 - vi. Robyn LePage
- d. Approve the appointment of Caroline Tompkins to serve as an OASIS teacher for the 2023-2024 school year paid at an hourly rate of \$18.00 through the Extended School Day Grant.
- e. Upon the recommendation of the Superintendent, approve granting 54.75 sick leave days to Steve Hudson, Foreign Language Teacher effective October 1, 2023.
- f. Approve the appointment of Angel Mitchell to the permanent full-time 10 month civil service position of Teacher Aide effective October 18, 2023.
- g. Approve the appointment of Thomas Keck to the permanent full-time 10 month civil service position of Bus Driver (32.5 hours per week) at an hourly rate of \$18.25 effective November 13, 2023.
- h. Approve the provisional appointment of Cynthia Summo to the full-time 12 month position of Secretary to the Director of Student Support Services (civil service title Clerk) at an hourly rate of \$19.17 with 10 vacation days effective October 30, 2023 with a 120 day probationary period effective October 30, 2023 through April 26, 2024 (fingerprint clearance on file).
- i. Approve the appointment of the following substitutes as listed to be paid at the current substitute rate effective November 13, 2023 pending fingerprint clearance:
 - i. Robert Thierry - non-certified teacher, teacher assistant and teacher aide
 - ii. Joseph Conley - Bus Driver
 - iii. Brody Lobdell - non-certified teacher, teacher assistant and teacher aide
- j. Approve the change of extracurricular appointment for Kyle Smith from Boys Modified Basketball Coach to Boys JV Basketball Coach at the stipend per the current BVFT agreement for the 2023-24 school year.
- k. Approve the following extracurricular appointments and stipends per the current BVFT agreement for the 2023-24 school year:

- i. Game Timer Basketball - Theresa McAuley, Adele Jesmer and Ryan Cave
- ii. Basketball Chaperone - Adele Jesmer
- iii. Boys Modified Basketball Coach - Brad Shumway
- iv. Volunteer Assistant Boys Modified Basketball (no stipend) - Travis Mauro
- 1. Approve the appointment of Lorraine Hathaway as a mentor for the 2023-2024 school year effective November 2, 2023 at a rate of \$1,500 (prorated).

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

11. Policy - None at this time

12. Director of Student Support Services Report - Abby Seymour

13. Superintendent’s Update

- a. Building Project Update
 - i. Discussion - Special BOE meeting to accept the filing of a Notice of Completion of the Final EIS - possible dates: November 29 (PM), November 30 (7:30 AM) or December 4, 2023 (anytime).
- b. Superintendent’s Report

14. 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.

15. 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, and
- b. (#5) 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

16. Next Meeting

- a. Regular Meeting December 14, 2023 6:00 PM Mountain View Campus

17. Adjournment

Time: Motion: Second: Yes: No: Abstain: Accept Reject Table

**Boquet Valley CSD
Special Meeting
Thursday, October 26, 2023 @ 5:00 PM
Mountain View Campus - Elizabethtown, NY**

AGENDA

1. Call to Order

At:

By:

2. Pledge of Allegiance

3. Roll Call

Thomas Broderick Dina Garvey Evan George Sarah Kullman
 Heather Reynolds Sue Russell Micah Stewart

4. Attendees

Present:

Visitors:

5. Draft Environmental Impact Statement (DEIS)

- a. Motion to accept the Notice of Completion (NOC) of the Draft Environmental Impact Statement (DEIS) for the New K-12 School and Bus Garage Campus Project at the Thrall Dam Site, dated October 26, 2023 and authorize the DEIS to immediately be made available for a 30 day public comment period, and also that the DEIS be submitted to the DEC Environmental Notice Bulletin for publication.

Motion:

Second:

Yes: No: Abstain:

Accept Reject Table

6. Next Meeting

- a. Regular Meeting November 9, 2023 6:00 PM Lake View Campus

7. Adjournment

Time:

Motion:

Second:

Yes: No: Abstain:

Accept Reject Table

**Boquet Valley CSD
Regular Meeting
Thursday, October 12, 2023 @ 6:00 PM
Mountain View Campus - Elizabethtown, NY**

AGENDA

1. **Call to Order** At: By:

2. **Pledge of Allegiance**

3. **Oath of Office**
 - a. The District Clerk administers the oath of office to member appoint Thomas Broderick.

4. **Roll Call**
 Thomas Broderick Dina Garvey Evan George Sarah Kullman
 Heather Reynolds Sue Russell Micah Stewart

5. **Attendees**
Present: Visitors:

6. **Audit Committee Report - 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.

7. **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, 2023; and
RESOLVED, that the Board of Education accepts the June 30, 2023 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, 2023 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: Second: Yes: No: Abstain: Accept Reject Table

8. **Approval of Minutes**
 - a. Approve the minutes of the September 14, 2023 Regular Meeting as presented.

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

9. 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.

10. Financials

- a. Approve the following financial reports:
 - i. Warrant 3A dated 9/14/23
 - ii. Warrant 3B dated 9/21/23
 - iii. Warrant 3C dated 9/28/23
 - iv. Budget Status Report General Fund 9/30/23
 - v. Revenue Status Report General Fund 9/30/23
 - vi. Budget Status Report School Lunch Fund 9/30/23
 - vii. Revenue Status Report School Lunch Fund 9/30/23
 - viii. Budget Status Report F Special Aid Fund 9/30/23
 - ix. Revenue Status Report F Special Aid Fund 9/30/23
 - x. Budget Transfer Report 9/1/23-9/30/23
 - xi. Debt Service Bank Account Reconciliation as of 9/30/23
 - xii. Capital Project Bank Account Reconciliation as of 9/30/23
 - xiii. Extraclassroom Bank Account Reconciliation as of 9/30/23
 - xiv. Financial Statement of Extraclassroom Activity Fund 8/1/23 - 8/31/23
 - xv. Multi-Fund Bank Reconciliation for September 30, 2023
 - xvi. Treasurer's Report for Multi-Fund Month of September 2023
 - xvii. Cafeteria Profit & Loss Statement August 2023 - September 2023
 - xviii. 2023-24 Cash Flow Report September 2023
 - xix. Claims Audit Report September 2023
 - xx. Boquet Valley CSD Grants 2023-24 as of September 30, 2023

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

11. Appointment of Board Representatives

- a. Resolved that the Superintendent recommends to the Board of Education the appointment of the following Board of Education representative for the 2023-24 school year:
 - i. Boquet Valley Youth Commission -

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

12. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #725, 2911, 12439, 2825, 12659, 12549, 1168, 2820, 1371, 12577, 1301, 1189, 1105, 12548, 1059, 12507 and 12658.

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

13. Action Items - Consent Agenda

- a. Resolved that the Board of Education of the Boquet Valley Central School District accepts and approves the Corrective Action Plans as presented:
 - i. Auditors' Findings and Evaluation June 30, 2022
 - ii. Auditor's Findings and Evaluation June 30, 2023
- b. Approve the following agreements for the 2023-24 school year as presented:
 - i. CVES to provide educational services for resident students when admitted into the CVPH Medical Center Child and Adolescent Mental Health Unit
 - ii. Parallel Learning: Master Services Agreement
 - iii. School Resource Officer (SRO) Agreement
- c. Approve the following Small Claims Assessment Review (SCAR) matters as presented based upon the Decision of the Hearing Officer:
 - i. Bodnar SC7-2023 - no change in assessment
 - ii. McCutcheon SC11-2023 - refund in the amount of \$988.04
- d. Approve the disposal of the following obsolete assets:
 - i. General Electric Americana dryer asset tag #A00228308 (LVC kitchen)
 - ii. General Electric refrigerator asset tag #000026 (MVC Home Ec room)
- e. Accept the donation of a refrigerator and electric dryer from Plattsburgh High School.
- f. Resolution amending the General Purpose School Fund Budget
 - i. Resolution of the Boquet Valley Central School District Board of Education to amend the General Purpose School Fund Budget for the fiscal year ending June 30, 2024; and for other purposes.

WHEREAS, the General Purpose School Fund Budget for the fiscal year ending June 30, 2024 was approved by the Boquet Valley Central School District Board of Education on April 20, 2023 and by the Boquet Valley Central School District Taxpayers on May 16, 2023; and

WHEREAS, the Boquet Valley Central School District had damage to the Conference Room at the Mountain View Campus on June 27, 2023 and water damage at the Lake View Campus on August 14, 2023; and

WHEREAS, this damage was unforeseen; and

WHEREAS, we have received insurance recovery from NYSIR;

NOW, THEREFORE BE IT RESOLVED, that the Boquet Valley Central School District Board of Education meeting in regular session, amend the General Purpose School Fund as follows:

<u>Increase</u>	<u>Revenue</u>	
A2680.000	Insurance Recoveries	\$11,098.98

<u>Increase</u>	<u>Expenditures</u>	
Various Accounts	Maintenance of Plant MVC	\$4,815.87

Maintenance of Plant LVC	<u>\$6,283.11</u>
Total	\$11,098.98

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

14. Personnel - Consent Agenda

- a. Accept and approve the following resignations as submitted by:
 - i. Brett LaMere from his position as Cleaner effective September 25, 2023
 - ii. Judy Kingsley from her position as Cleaner effective September 26, 2023
 - iii. Terry Egglefield from the following extracurricular positions for the 2023-2024 school year:
 - 1. Freshman Class Advisor
 - 2. Girls Varsity Soccer Volunteer Assistant
 - 3. Girls Varsity Basketball Coach
- b. Approve the appointment of the following employees to serve as OASIS teachers for the 2023-2024 school year paid at their hourly rate through the Extended School Day Grant:
 - i. Karen Reynolds
 - ii. Paul Buehler
 - iii. Kristen Larkin
- c. Approve the appointment of the following administrators as mentors at a rate of \$3,000.00 for the 2023-2024 school year:
 - i. Elaine Dixon-Cross
 - ii. Abby Seymour
- d. Approve the appointment of Abby Seymour as the Data Manager of the ARP Grant for the 2023-2024 school year to be paid a stipend of \$10,000 through the ARP grant.
- e. Approve the following appointments and stipends for the 2023-2024 school year to be paid through the Universal Pre-K grant:
 - i. Program Administrator/Director \$6,000 - Abby Seymour
 - ii. Curriculum Planning/Development Coordinator \$5,000 - Lee Kyler
- f. Approve the following appointments and stipends for the 2023-2024 school year to be paid through the Extended School Day Grant:
 - i. Lake View Educational Liaison \$5,000 - Lee Kyler
 - ii. Mountain View Education Liaison \$5,000 - Elaine Dixon-Cross
 - iii. Programming and Community Partner Coordinator \$10,000 - Elaine Dixon-Cross
- g. Approve the appointment of Julie Cassavaugh to the permanent full-time 12 month civil service position of Maintenance Person/Bus Driver effective October 4, 2023.
- h. Upon the recommendation of the Superintendent, Elaine Dixon-Cross, who holds a professional certification in the School Building Leader area, is hereby granted tenure in the K-12 School Building Leader tenure area effective December 18, 2023.
- i. Approve the provisional appointment of Robert Rice to the full-time 12 month civil service position of Director of Facilities at an annual salary of \$65,000 (prorated) effective October 1, 2023 (retroactive).
- j. Approve the appointment of Tammie Aubin to the full-time 12 month civil service position of Cleaner at an hourly rate of \$16.00 effective September 25, 2023 with

a 120 day probationary period effective September 25, 2023 through March 22, 2024.

- k. Approve the appointment of Joanna Waters to the full-time 10 month civil service position of Food Service Helper at an hourly rate of \$14.20 effective October 16, 2023 with a 120 day probationary period effective October 16, 2023 through May 6, 2024 (fingerprint clearance on file).
- l. Authorize the Superintendent the flexibility to offer new substitutes a pay rate based upon the applicant's years of experience up to a maximum of 25% higher than the current substitute rate for the appointed position(s).
- m. Approve the appointment of the following substitutes as listed at the current substitute rate:
 - i. Judy Kingsley - Cleaner effective effective September 27, 2023
 - ii. Sasha Pulsifer - Food Service Helper effective October 5, 2023 (fingerprint clearance on file)
- n. Approve the following extracurricular appointments and stipends per the current BVFT agreement for the 2023-24 school year:
 - i. Volunteer Assistant Boys and Girls Varsity Soccer (no stipend) - Jason Fiegl
 - ii. Boys Modified Soccer Coach - William Napper
 - iii. Sophomore Class Advisor - Allison Whalen
 - iv. Junior Class Advisor - Amanda Pulsifer
 - v. Junior Class Advisor - Wendy Hickey
 - vi. Varsity Baseball Coach - Donald Markwica
 - vii. Modified Softball Coach - Irwin Borden
 - viii. Yearbook Co-Advisor - Zoe Brugger-Lobdell
 - ix. Girls Varsity Basketball Coach - Terry Pulsifer
 - x. Girls Modified Basketball Coach - Irwin Borden
 - xi. Boys Modified Basketball Coach - Kyle Smith
 - xii. Volunteer Assistant Girls Varsity Basketball (no stipend) - David Reynolds

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

15. Policy - None at this time

16. 2023-2024 Non-Resident Tuition Rate - Discussion

17. Mountain View Campus Principal Report - Elaine-Dixon Cross

18. Superintendent's Update

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

19. 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.

20. 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, and
- b. (#4) Discussions involving proposed, pending or current litigation.

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

21. Next Meeting

- a. Special Meeting October 26, 2023 6:00 PM Mountain View Campus
- b. Regular Meeting November 9, 2023 6:00 PM Lake View Campus

22. Adjournment

Time:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table
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comments to three minutes. Opinions, ideas and concerns that are offered by the public will be considered and taken under advisement.

9. Financials

- a. Approve the following financial reports:
 - i. Warrant 2B dated 8/11/23
 - ii. Warrant 2C dated 8/22/23
 - iii. Warrant 2D dated 8/30/23
 - iv. Budget Status Report General Fund 7/31/23
 - v. Revenue Status Report General Fund 7/31/23
 - vi. Budget Status Report School Lunch Fund 7/31/23
 - vii. Revenue Status Report School Lunch Fund 7/31/23
 - viii. Debt Service Bank Account Reconciliation as of 8/31/23
 - ix. Capital Project Bank Account Reconciliation as of 8/31/23
 - x. Extraclassroom Bank Account Reconciliation as of 8/31/23
 - xi. Multi-Fund Bank Reconciliation for July 31, 2023
 - xii. Treasurer’s Report for Multi-Fund Month of July 2023
 - xiii. Multi-Fund Bank Reconciliation for August 31, 2023
 - xiv. Treasurer’s Report for Multi-Fund Month of August 2023
 - xv. 2023-24 Cash Flow Report July 2023
 - xvi. Boquet Valley CSD Grants 2023-24 as of August 31, 2023
 - xvii. Claims Audit Report August 2023

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

10. Authorization

- a. Resolved that the Superintendent recommends to the Board of Education the authorization for the Deputy Treasurer to sign checks in the absence of the District Treasurer.

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

11. Appointment of Board Representatives

- a. Resolved that the Superintendent recommends to the Board of Education the appointment of the following Board of Education representatives for the 2023-24 school year:
 - i. Joint Study -
 - ii. Boquet Valley Youth Commission -

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

12. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #12659, 632, 12591, 1364, 12518 and 8798.

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

13. Action Items - Consent Agenda

- a. Approve the disposal of the following obsolete assets:
 - i. Smart Board Remote asset tag #A00789110 MVC
 - ii. Metal cupboard asset tag #A00019425 LVC
 - iii. Ragnar scoreboard asset tag #A00369794 LVC
 - iv. Dresser asset tag #A00019129 LVC
 - v. Signature refrigerator asset tag #A00228281 LVC
 - vi. Hobart mixer serial #11-127-831 asset tag #A00019376 LVC
 - vii. Cold table asset tag #A01028112 LVC
- b. Approve the acquisition of an Autel Maxisys MS909 scan tool serial #VA9GP5V02120 asset tag #A01068227 located in the MV bus garage.
- c. Approve the following agreements for the 2023-24 school year as presented:
 - i. Anne Kuhl, Teacher of the Visually Impaired Services
 - ii. Boquet Valley/ACAP Early Bridges UPK Program Plan
 - iii. Memorandum of Agreement between Adirondack Community Action Programs, Inc. Head Start and BVCSD
 - iv. BVCSD and Cornell Cooperative Extension-Essex County (OASIS).
- d. Accept and approve the bid for the Drill Press Lot (drill press, bandsaw and wood lathe) received from Samuel Swartzentruber in the amount of \$760.
- e. Upon recommendation of the Superintendent, approve the Resolution Regarding Increase in Budget for Support Staff Sick Days:
 - i. WHEREAS, the Board of Education of the Boquet Valley Central School District, Essex County, NY desires to increase the appropriation set forth in the 2023-24 school budget to fund contingent expense of payment for sick leave for Richard St. Dennis up to \$3,820.00 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 (up to) as follows:
A9089-800-02-00UR Retirement Compensation-Use Reserve
\$3,820.00
Section 2. The increase in the appropriation listed in Section 1 of this resolution shall be funded by the following:
A867.02 Reserve for Employee Benefits and Accrued Liabilities
\$3,820.00 5997.000 Appropriated Reserve - EBALR

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

14. Personnel - Consent Agenda

- a. Amend the appointment of Shannon Baumann from the position of School Counselor to the position of School Social Worker effective with the 2023-2024 school year.
- b. Amend the salary for Elizabeth Otto from Step 2 B+48 \$50,682 to Step 3 B+48 \$51,246 for the 2023-2024 school year.

- c. Accept and approve the letter of request submitted by Ashley Hooper for maternity leave with an anticipated start date of October 10, 2023 and end date to be determined.
- d. Accept and approve the following resignations as submitted by:
 - i. Holly Frenyea from her position as Elementary Teacher effective August 31, 2023,
 - ii. Jessica Pulsifer from her position as Cleaner effective September 11, 2023 (verbal resignation as witnessed by Superintendent Meyer, BVSSA Co-President Deb Olsen and Director of Facilities Bob Rice),
 - iii. Richard St. Dennis from his position as Cleaner effective September 22, 2023 with a request to waive Article XXIV: Miscellaneous Section J2c of the current BVSSA agreement (irrevocable resignation), and
 - iv. Lauren Gough from her position as Secretary to the Director of Student Support Services effective September 22, 2023.
- e. Approve the following employees to be compensated up to an additional 30 minutes per day at their hourly rates for morning and afternoon bus duty for the 2023-2024 school year:

i. Brad Egglefield	v. Kristin Larkin
ii. Theresa McAuley	vi. Liz Otto
iii. Angel Mitchell	vii. Renee Pelkey
iv. Kaitlin Fielder	
- f. Approve the appointment of the following employees as mentors at a rate of \$1,500.00 for the 2023-2024 school year:

i. Pete Castine	v. Sam Meachem
ii. Brad Schrauf	vi. Jenn Peck
iii. Aubrey Pulsifer	vii. Heather Olson
iv. Sarah Rice	
- g. Approve the appointment of the following employees as tutors (on an as needed basis) at an hourly rate of \$52.00 for the 2023-2024 school year:

i. Brad Schrauf	iii. Samantha Meachem
ii. Kristin Fiegl	iv. Erica Loher
- h. Approve the appointment of Liz Otto to serve as a (August 2023) Regents Proctor paid at her hourly rate through the Extended School Day Grant.
- i. Approve the appointment of the following employees to serve as OASIS teachers for the 2023-2024 school year paid at their hourly rate through the Extended School Day Grant:

i. Malinda Fleming	x. Eric Schultz
ii. Brad Schrauf	xi. Julie Bisselle
iii. Erica Loher	xii. Rhonda Sloper
iv. Marci Oliver	xiii. Kayla Dempsey
v. Aubrey Pulsifer	xiv. Samantha Meachem
vi. Tom Bisselle	xv. Lily Whalen
vii. Adele Jesmer	xvi. Kerry Mero
viii. Kristin Fiegl	xvii. Jenn Barber
ix. Heather Olson	
- j. Approve the following OASIS appointments for the 2023-2024 school year to be paid through the Extended School Day Grant:

- i. Jennifer Williams, teacher at \$25.00 per hour pending receipt of fingerprint clearance,
 - ii. Sarah Chandler, Program Assistant (10 month) LVC at \$15.00 per hour, and
 - iii. Danielle Criss, Program Assistant (10 month) MVC at \$15.00 per hour.
- k. Upon the recommendation of the Superintendent, approve the tenure track appointment of Kristy Napper to the full-time 10 month position of Teacher Assistant effective September 5, 2023 for a probationary period commencing on September 5, 2023 and anticipated to end on September 5, 2027.
- l. Approve the appointment of the following substitutes as listed effective September 15, 2023 at the current substitute rate pending receipt of fingerprint clearance:
 - i. Abigail Mero - non-certified teacher, assistant and aide (prints on file)
 - ii. Philip Mero - certified teacher, assistant, aide and administrator
 - iii. Judy Kingsley - food service helper (prints on file)
 - iv. Tammie Aubin - cleaner
 - v. Robert McShane - cleaner
 - vi. Jessica Pulsifer - cleaner
- m. Approve the appointment of the following Building Substitutes for the 2023-2024 school year:
 - i. Darcy Hudson @ LVC - \$125.00 per day (certified)
 - ii. Sarah Chandler @ MVC - \$115.00 per day (non-certified)
 - iii. Danielle Criss @ MVC - \$44.00 per day (40% daily - maximum total \$7,964) (non-certified)
- n. Approve the appointment of Darcy Hudson as a per diem Special Education teacher at an hourly rate of \$57.47 for the 2023-2024 school year.
- o. Approve the appointment of Sarah Chandler as the long-term non-certified substitute Science Teacher effective approximately October 10, 2023 at a daily rate of \$125.00 (1-50 days).
- p. Approve the non-tenure track appointment of Danielle Criss to the part-time (60%) 10 month position of Music teacher, per the terms of the feinerman agreement, at a maximum annual salary of \$34,724 (60% music = \$26,760 and 40% building substitute = \$7,964 maximum) for the 2023-2024 school year pending receipt of fingerprint clearance.
- q. Approve the non-tenure track appointment of William Napper to the full-time 10 month position of English teacher, per the terms of the feinerman agreement, at an annual salary of \$44,601 (Step 1 B+0) for the 2023-2024 school year. Fingerprint clearance on file.
- r. Approve the appointment of Ryan Cave as a:
 - i. per diem Teacher Aide at an hourly rate of \$14.50 effective September 5 through September 8, 2023, and
 - ii. to the 10 month civil service position of Teacher Aide at an hourly rate of \$14.50 effective September 11, 2023 with a 120 day probationary period effective September 11, 2023 through March 20, 2024 pending receipt of fingerprint clearance.
- s. Approve the appointment of Judith Kingsley to the 12 month civil service position of Cleaner at an hourly rate of \$16.55 effective September 11, 2023 with a 120

day probationary period effective September 11, 2023 through March 8, 2024. Ms. Kingsley will be granted 11 vacation days for the 2023-2024 school year.

- t. Upon the recommendation of the Superintendent, Stephen Hudson, who has permanent certification in the Spanish 7-12 tenure area, is hereby appointed to the position of Foreign Language Teacher for a probationary period commencing on or about October 2, 2023 and anticipated to end on October 2, 2027 pending receipt of fingerprint clearance. Salary for the 2023-24 school year will be based upon Step 16 B+36 \$64,035 prorated.
- u. Approve the following extracurricular appointments and stipends per the current BVFT agreement for the 2023-24 school year:
 - i. Volunteer Assistant Girls Varsity Soccer - Terry Egglefield (no stipend)
 - ii. End of Year Slideshow Advisor - Andrya Heller
 - iii. GriffIT's Advisor - Brian Basile
 - iv. Girls Modified Soccer Coach - Lily Whalen
 - v. Senior Class Advisor - Bob Rice

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

15. Policy - None at this time

16. 2023-2024 Non-Resident Tuition Rate - Discussion

17. Welcome 2023-2024 School Year! - MVC Principal Elaine Dixon-Cross, LVC Principal Lee Kyler, Director of Student Support Services Abby Seymour & Assistant Principal Megan Walls

18. Superintendent's Update

- a. Building Project Update
 - i. Final Scope document
- b. Superintendent's Report

19. 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.

20. Next Meeting

- a. Regular Meeting October 12, 2023 6:00 PM Mountain View Campus

21. Adjournment

Time: Motion: Second: Yes: No: Abstain: Accept Reject Table

8. Financials

- a. Approve the following financial reports:
 - i. Warrant 1A dated 7/13/23
 - ii. Warrant 1B dated 7/27/23
 - iii. Warrant 2A dated 8/4/23
 - iv. Extraclassroom Bank Account Reconciliation as of 4/30/23
 - v. Extraclassroom Bank Account Reconciliation as of 5/31/23
 - vi. Extraclassroom Bank Account Reconciliation as of 6/30/23
 - vii. Extraclassroom Bank Account Reconciliation as of 7/31/23
 - viii. Financial Statement of Extraclassroom Activity Fund 4/1/23-4/30/23
 - ix. Financial Statement of Extraclassroom Activity Fund 5/1/23-5/31/23
 - x. Financial Statement of Extraclassroom Activity Fund 6/1/23-6/30/23
 - xi. Financial Statement of Extraclassroom Activity Fund 7/1/23-7/31/23
 - xii. Debt Service Account Reconciliation as of 7/31/23
 - xiii. Payroll Bank Account Reconciliation as of 7/31/23

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

- b. Approve the 2023-2024 Initial AS-7 Contract for Cooperative Educational Services by and between CEWW BOCES and BVCSD to provide the approved services as listed.

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

9. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #12625 and 12621.

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

10. Action Items - Consent Agenda

- a. Approve the disposal/recycling through E-Waste of the following obsolete assets located at the LVC:
 - i. Smart Board Model SB660-M2 Serial #A25764 asset tag #A00769538
 - ii. Smart Board Model SB640-R2 Serial #653747 asset tag #A00142334
- b. Approve the relocation of a charging cart and 18 Samsung tablets from MVC room 107 to LVC room 203 - see attached.
- c. Amend the Adult Meal Prices for the 2023-24 school year to reflect changes made in August 2022:

ADULT MEAL	PRICE
Complete breakfast	\$2.50 \$2.75
Complete lunch	\$4.00 \$5.00

- d. Accept the biodiesel fuel oil bid for the 2023-24 school year as follows from MX Petroleum per the St. Lawrence-Lewis BOCES Cooperative Purchasing Bid Award:

- i. MVC - main building \$3.0301 per gallon (tanker wagon) and bus garage \$3.0301per gallon (tanker wagon)
- ii. LVC - main building \$3.0301 per gallon (tanker wagon) and bus garage \$3.0301 per gallon (tanker wagon)
- e. Approve the following agreements for the 2023-24 school year as presented:
 - i. The Use of Facilities Agreement For School-Based Satellite Clinic for Outpatient Mental Health Services with Essex County Mental Health Department at no cost.
 - ii. Surveillance 247 Service Plan (check, repair and update mobile (bus) digital recorders, hard drives and cameras) at a total cost of \$1,600 (10 units @ \$160 per unit).
 - iii. Four Winds Hospital Saratoga (student inpatient psychiatric services) tutorial services at a rate of \$42 per hour.
 - iv. Shared Auto Mechanic Services Agreement with Moriah Central School District on a month to month basis at a monthly rate of \$3,104.
- a. Accept and approve the bid for a 2023 Chevrolet Traverse LS AWD received from Denooyer Chevrolet, Inc. in the amount of \$40,670 to purchase a passenger van as approved by the voters at the Annual Budget Vote & Election held in May 2023.
- f. Accept and approve the bid for the Kohler HZ60 3 phase 180 KW generator received from Ben Senter in the amount of \$1,075.
- g. Accept a \$500 grant received from the Adirondack Foundation to be used to support monthly parent training nights.
- h. Approve the amended 2023-24 school calendar changing the end of third quarter date from April 19, 2024 to April 12, 2024 for the MVC.

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

11. 2023-2024 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 2023-2024 school year a sum not to exceed \$8,085,797.
 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, 2023 - September 30, 2023 No Penalty
 October 1, 2023 - October 31, 2023 2% 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 \$838,434 from the total approximate fund balance of \$8,138,303 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, 2023 (in accordance with provisions of section 1322 of the Real Property Tax Law).
2. To give notice that the tax collection will end on October 31, 2023.
3. To collect taxes in the amount of \$8,085,797 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 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: Second: Yes: No: Abstain: Accept Reject Table

12. Personnel - Consent Agenda

- a. Approve the appointment of Abby Seymour as the Data Manager of the ARP Grant for the 2022-2023 school year to be paid \$10,000 through the ARP Grant.
- b. Accept and approve the resignation as submitted by Thomas Donnelly from the position of English teacher effective July 12, 2023.
- c. Amend the rate of pay for temporary summer bus aides from \$14.20 per hour to \$15.01 per hour effective July 5, 2023 through August 31, 2023.
- d. Approve the appointment of Lillian Crowningshield to the position of temporary summer bus aide at an hourly rate of \$15.01 effective July 5, 2023 through August 31, 2023.
- e. Approve the appointment of Jessica Pulsifer as a substitute bus aide at the current substitute rates effective July 12, 2023.
- f. Approve the appointment of Claire Reynolds as a summer school aide effective July 5, 2023 through August 11, 2023 at an hourly rate of \$15.00 paid through the Extended School Day Grant.
- g. Approve the appointment of Karen Reynolds as a summer school teacher effective August 10, 2023 through August 11, 2023 at her hourly rate paid through the Extended School Day Grant.
- h. Approve the appointment of Rhonda Baker to the position of per diem CSE Chairperson at a daily rate of \$250 for the 2023-24 school year.
- i. Upon the recommendation of the Superintendent, Elizabeth Otto, who has initial certification in the Students with Disabilities (all grades) tenure area, is hereby appointed to the position of Special Education Teacher for a probationary period commencing on September 5, 2023 and anticipated to end on September 5, 2027. Salary for the 2023-24 school year will be based upon Step 2 B+48 \$50,682.
- j. Upon the recommendation of the Superintendent, Jenifer O'Neill, who has initial certification in the Educational Technology Specialist tenure area, is hereby appointed to the position of Technology Teacher for a probationary period commencing on September 5, 2023 and anticipated to end on September 5, 2027. Salary for the 2023-24 school year will be based upon Step 1 B+48 \$50,125 pending approval of official graduate transcripts.
- k. Upon the recommendation of the Superintendent, Brian Basile, who has initial certification in the Social Studies 7-12 tenure area, is hereby appointed to the position of Social Studies Teacher for a probationary period commencing on September 5, 2023 and anticipated to end on September 5, 2027 pending receipt of fingerprint clearance. Salary for the 2023-24 school year will be based upon Step 1 B+54 \$50,815 pending approval of official graduate transcripts.
- l. Approve the probationary appointment of Larry Cooney to the full-time 12 month civil service position of Head Bus Driver effective August 14, 2023 at an hourly rate of \$23.01 with a 120 day probationary period effective August 14, 2023 through approximately February 9, 2024.

- m. Approve the following extracurricular appointments and stipends per the current BVFT agreement for the 2023-24 school year:
 - i. Spelling Bee Advisor - Kristin Fiegl
 - ii. MS Positive School Environment Team Co-Advisor - Jennifer Peck
 - iii. MS Positive School Environment Team Co-Advisor - Erica Loher
 - iv. MS Gold Card Advisor - Jennifer Peck
 - v. HS Gold Card Advisor - Malinda Fleming
 - vi. Track Coach (fall & spring) - Kyle Smith
 - vii. Athletic Coordinator - Paul Buehler
 - viii. Volunteer Assistant Boys Varsity Basketball - Manny Frechette (no stipend)
- n. Approve the appointment of the following employees for Regents proctoring August 2023 paid at their hourly rates through the Extended School Day Grant:
 - i. Erica Loher
 - ii. Andrya Heller
 - iii. Malinda Fleming

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

13. Policy - None at this time

14. 2023-2024 Non-Resident Tuition Rate - Discussion

15. Special Education Presentation - Abby Seymour, Director of Student Support Services

16. Superintendent's Update

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

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.

18. Next Meeting

- a. Regular Meeting September 14, 2023 6:00 PM Lake View Campus

19. Adjournment

Time: Motion: Second: Yes: No: Abstain: Accept Reject Table

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

- b. The District Clerk administers the oath of office to the newly elected President.
- c. The President calls for nominations for Vice President of the Board of Education for the 2023-24 school year.
 - i. Motion to nominate _____ made by _____, second by _____.
 - ii. Any further nominations/discussion?
 - iii. Close nominations.
 - iv. Resolved that _____ be appointed to the position of Board of Education Vice President for the 2023-24 school year.

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

- d. The District Clerk administers the oath of office to the newly elected Vice President.
- e. The District Clerk administers the School Board Member Code of Ethics to Board Members.

8. Appointment of School Officers and Board Representatives

- a. Resolved that the Superintendent recommends to the Board of Education the appointment of the following school officers of the Board of Education for the 2023-24 school year:
 - i. Chief School Officer - Joshua Meyer
 - ii. District Treasurer - Sharlene Petro-Durgan (as a component of the Shared Business Office Cross Contract with Franklin-Essex-Hamilton (FEH) BOCES)

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

- b. Resolved that the Superintendent recommends to the Board of Education the appointment of the following Board of Education representatives for the 2023-24 school year:

MEMBERSHIP	BOARD MEMBER(S)
Joint Study	1. 2.
NYSSBA Voting Delegate	
Policy Committee	1. 2. 3.
Boquet Valley Youth Commission	
Facilities Committee	1.
Facilities Committee (cont'd)	2. 3.

9. Additional Appointments

- a. Resolved that the Superintendent recommends to the Board of Education the appointment of the following individuals/organizations to the specified positions/designations for the 2023-24 school year:

EMPLOYEE/ORGANIZATION	POSITION
Harris Beach, PLLC	School Attorney: \$215/hour Librarian, Clerks & Paralegals: \$115/hour
Honeywell Law Firm, PLLC	School Attorney: \$210/hour
Stafford, Owens, Murnane, Kelleher, Miller, Meyer & Zedick, PLLC	School Attorney: \$225/hour Law Clerks: \$125/hour Paralegals:\$95/hour
University of Vermont Health Network Elizabethtown Community Hospital	School Physician: \$9,135 for requested services Urine drug screen random testing for district employees: \$49/employee Registered Professional Nurse (Substitute School Nurse): \$325/day
R. G. Timbs, Inc.	Municipal Finance Consultant (rates per agreement)
Bond, Schoeneck & King	Bond Counsel as needed
Northern Insuring	Insurance Consultant
Philadelphia Indemnity Insurance Co.	Student Accident Insurance
Telling & Hillman PC	Independent Auditor: \$14,700 for fiscal year ending 6/30/23
School Tax Collector	Essex County Treasurer, \$7,436
Franklin-Essex-Hamilton (FEH) BOCES	Purchasing Agent, Deputy Purchasing Agent, Deputy Treasurer, Internal Claims Auditor
Clinton-Essex-Warren-Washington BOCES	Workers Compensation Coordinator
Board of Education	Audit Committee
Superintendent	Records Management Officer, Legislative Liaison to NYSSBA, Records Access Officer, Designated Education Official (DEO), Chief Information Officer, HIPAA Compliance Privacy Official, Hearing Official for Participation in the Federal Child Nutrition Program,

Superintendent (cont'd)	Member of the CEWW Health Insurance Consortium Board of Directors & Trustee, Qualified Lead Evaluator of Principals
District Clerk/Confidential Secretary to the Superintendent	Fingerprinting Coordinator, Public Records Access Officer, Staff Attendance Officer
Principal(s)/ Assistant Principal	DASA Coordinators, Title IX Coordinators, Designated Education Officials, Homeschooling Coordinators, District Data Privacy Officers (DEO), Qualified Lead Evaluators of Classroom Teachers, Neglected/Delinquent Transition Liaison, Foster Care Student Point of Contact, Title IX Coordinators, Title IX Investigators, Title IX Supportive Measures Coordinators, DEI Coordinators
Director of Student Support Services	ADA Coordinator, 504 Coordinator, Pre-K Coordinator, Medicaid Compliance Officer, Qualified Lead Evaluator of Classroom Teachers, Committee on Special Education (CSE) & Committee on Preschool Special Education (CPSE) Chairperson, Homeless Liaison, District Grants Coordinator, Migrant Student Data Point of Contact, Title IX Decision-Maker
Director of Facilities	Pesticide Control Officer, Asbestos Designee, Chemical Hygiene Officer, CO-VID Safety Officer, Title IX Decision-Maker
School Counselors	K-12 Suicide Prevention Coordinators
Confidential Secretary & NERIC	Chief Information Officer/Data Warehouse Coordinator
School Nurses	Student Attendance Officers
Secretary to Guidance Department	Reviewing and Verification Official for participation in the Federal Child Nutrition Program

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

- b. Resolved that the Superintendent recommends to the Board of Education the reappointment of all current substitutes and the approval of the substitute rates as listed for the 2023-24 school year:

Substitute Position	Hourly/Daily	Rate of Pay effective 12/31/22
Teacher (certified)	Daily	\$115.00
Teacher Assistant (certified)	Daily (7.5 hours)	\$112.50
Teacher Aide (certified)	Daily	\$105.00
Teacher (non-certified)	Daily	\$110.00
Teacher Assistant (non-certified)	Daily (7.5 hours)	\$106.50
Teacher Aide (non-certified)	Daily	\$99.50
Monitor	Daily	\$92.30
Nurse	Daily	\$115.00
Food Service Helper	Hourly	\$14.20
Clerical	Hourly	\$14.20
Cleaner	Hourly	\$14.20
Bus Driver	Hourly	\$21.00
Bus Aide	Hourly	\$14.20
Long-Term Non-Certified Substitute Teacher (0-50 days)	Daily	\$125.00
Long-Term Certified Substitute Teacher (0-50 days)	Daily	\$175.00
Long-Term Non-Certified Substitute Teacher (50-100 days)	Daily	\$150.00
Long-Term Certified Substitute Teacher (50-100 days)	Daily	\$200.00

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

10. Designations

- a. Resolved that the Superintendent recommends to the Board of Education the following designations for the 2023-24 school year:
- i. Champlain National Bank, New York Liquid Assets Fund and New York Cooperative Liquid Assets Securities System (NYCLASS) as the official bank depositories.

- ii. Press Republican and the Sun Community News as the official newspapers, and
 - iii. The official bulletin boards are located outside the District Office at the Mountain View Campus and outside the Principal’s Office at the Lake View Campus.
- b. Resolved that the Superintendent recommends to the Board of Education the regular monthly Board of Education meetings begin at 6:00 PM unless otherwise noted and to establish the following meeting dates for the 2023-24 school year:

BOE MEETING DATE	TYPE	CAMPUS
Thursday, August 10, 2023	Regular	MVC
Thursday, September 14, 2023	Regular	LVC
Thursday, October 12, 2023	Regular	MVC
Thursday, November 9, 2023	Regular	LVC
Thursday, December 14, 2023	Regular	MVC
Thursday, January 11, 2024	Regular	LVC
Thursday, January 25, 2024	Budget	LVC
Thursday, February 8, 2024	Regular	MVC
Thursday, March 14, 2024	Regular	LVC
Thursday, March 28, 2024	Budget	LVC
Thursday, April 11, 2024	Regular	MVC
Tuesday, April 23, 2024	Budget	MVC
Tuesday, May 14, 2024	Public Budget Hearing & Regular	LVC
Tuesday, May 21, 2024	Annual Budget Vote & Election	MVC
Thursday, June 13, 2024	Regular	LVC
Thursday, July 11, 2024	Reorganization & Regular	MVC

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

11. School Board Memberships

- a. Resolved that the Superintendent recommends to the Board of Education the District hold the following memberships for the 2023-24 school year:
- i. New York State School Board Association (NYSSBA)
 - ii. Essex County School Boards Association
 - iii. Rural Schools Association

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

12. Authorizations

- a. Resolved that the Superintendent recommends to the Board of Education the following as specified for the 2023-24 school year:
 - i. Superintendent to be responsible for:
 1. Certifying payroll,
 2. Signing any and all checks on behalf of the District in the absence of the District Treasurer,
 3. Approving conferences, conventions and workshop attendance if there is a financial obligation in order to attend and it has been deemed appropriate and identified as consistent with District goals and priorities for continuous improvement by a Principal,
 4. Approving budget transfers,
 5. Signing all applications and forms required for federal programs and grants,
 6. Approving the community use of school facilities and school vehicles, and equipment loaning requests consistent with District policy,
 7. Advertising for employment vacancies,
 8. Use of the District credit card, and
 9. Appointing well-qualified teachers, administrators and staff until the Board of Education has the opportunity to meet and make a decision of a proposed employee, provided the Board makes a final decision on the provisional appointment within thirty (30) days.
 - ii. Principals to be responsible for:
 1. Certifying payroll in the absence of the Superintendent, and
 2. Approving conferences, conventions, and workshop attendance if appropriate and identified as consistent with District goals and priorities for continuous improvement.
 - iii. Secretary to Principal (Lake View and Mount View Campuses) to maintain a \$100 Petty Cash Fund.
 - iv. Central Treasurer and the Superintendent or Principal (in the absence of the Superintendent) to sign Extra-Classroom Activity Fund checks.

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

13. Bonding of Personnel

- a. Resolved that the Superintendent recommends to the Board of Education the blanket bonding for all employees of the District.

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

14. Cooperative Purchasing

- a. Resolved that the Superintendent recommends to the Board of Education participation in the following cooperative purchasing agreements for the 2023-24 school year:

- i. St. Lawrence/Lewis BOCES Cooperative Purchasing Program in accordance with the guideline set forth in the “Cooperative Purchasing Agreement”, and
- ii. New York/Island Cooperative Bid Program with the Clarkstown CSD serving as lead agency, and Educational Data Services serving as the Administrative Agent, in accordance with guidelines set forth in the associated “Cooperative Purchasing Agreement”.

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

15. Impartial Hearing Officers

- a. Resolved that the Superintendent recommends to the Board of Education that the Board President or Vice President be designated as having the power to appoint an impartial hearing officer who has been selected in accordance with the Regulations of the Commissioner of Education on behalf of the Board of Education for the 2023-24 school year.

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

16. Other

- a. Resolved that the Superintendent recommends to the Board of Education the following for the 2023-24 school year:
 - i. The re-adoption of all current policies, procedures and plans in effect during the 2022-23 school year,
 - ii. To establish the mileage rate of reimbursement to follow the Internal Revenue Service (IRS) mileage rate for employees who use their own personal vehicles for official school district business with approval,
 - iii. The approval of existing extra-curricular accounts for student activities and clubs,
 - iv. The tuition rate to be set at \$1,392.85 per currently enrolled non-resident students applying for re-enrollment for the 2023-24 school year, and
 - v. Staants Capital Combustion LLC as the standard vendor of service for the heating system (boiler) at the Lake View Campus due to their familiarity and history with this system.
 - vi. The proposed cafeteria prices for adult meals:

ADULT MEAL	ADULT PRICE
Complete breakfast	\$2.50
Breakfast single entree	\$1.75
Complete Lunch	\$4.00
Lunch single entree	\$2.50
Single milk	\$.65

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

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, and
- b. (#4) Discussions involving proposed, pending or current litigation.

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

- c. Motion to return to regular session at

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

18. Approval of Minutes

- a. Approve the minutes of the June 8, 2023 Regular Meeting and June 16, 2023 Special Meeting as presented.

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

19. 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.

20. Financials

- a. Approve the following financial reports:
 - i. Warrant 12A dated 6/7/23
 - ii. Warrant 12B dated 6/16/23
 - iii. Warrant 12C dated 6/26/23
 - iv. Warrant 12D dated 6/30/23
 - v. Warrant-Medicare Reimbursement April to June 2023
 - vi. Budgetary Transfer Report 6/1/23-6/30/23
 - vii. Debt Service Bank Account Reconciliation as of 6/30/23
 - viii. Payroll Bank Account Reconciliation as of 6/30/23
 - ix. Claims Audit Report June 2023

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

21. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #1152, 632, 2737, 2654, 540, 1291, 1374, 2911, 1224, 2927, 725, 2919, 2846, 12604, 1364, 12577, 12613, 12410.

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

22. District Plans

- a. The Superintendent recommends the approval of the following District Plans as submitted:
 - i. Cyber Security Incident Response Plan
 - ii. District Wide School Safety Plan (revised July 2023)

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

23. Action Items - Consent Agenda

- a. Resolved that the Superintendent recommends a District credit card limit of \$5,000.00 for the 2023-24 school year.
- b. Approve the disposal of the following obsolete assets:
 - i. Delta wood bandsaw Serial #992013 asset tag #000145 (MVC)
 - ii. Powermatic drill press Serial #8315V403 asset tag #000148 (MVC)
 - iii. John Deere mower Serial #00318X114762 asset tag #00019556 (LVC)
 - iv. T3 Echo floor cleaner Serial #N/A asset tag #00170767 (LVC)
 - v. Delta Rockwood wood lathe Serial #N/A asset tag #A0019329 (LVC)
 - vi. Player piano Serial #N/A asset tag #A00228272 (LVC)
 - vii. Piano Serial #N/A asset tag #A00019390 (LVC)
 - viii. Acer computer monitor Serial #N/A asset tag #A00300873
 - ix. Lincoln welder Serial #N/A asset tag #A00228331 (LVC)
 - x. Film cabinet Serial #N/A asset tag #A00170770 (LVC)
- c. Approve the disposal/recycling of multiple obsolete desktops, chromebooks and printers located at the LVC - see attached.
- d. Approve the 2023-2024 Public Reporting Calendar as presented.
- e. Approve the following resolution to participate in BOCES Summer School 2024:

WHEREAS, the Boquet Valley Central School District and its Board of Education have consistently appreciated, relied upon and subscribed to this region's Board of Cooperative Educational Services (BOCES) shared services for special education summer programming, on behalf of particular students who have individual education plans (IEPs) calling for such specialized summer services; and

WHEREAS, the region's BOCES has the specialized administrative staff, program staff, facilities, expertise and general mission to provide for such services that are generally not feasible for individual component school districts to implement as efficiently and cost effectively, as the BOCES offers this service on a shared basis for the component school districts and their Boards of Education; and

WHEREAS, the Boquet Valley Central School district cannot provide special education school-age summer school services in a more cost-effective manner than BOCES, due to the ability of BOCES to offer and provide services to multiple districts who are able to share costs; therefore;

BE IT RESOLVED that the Boquet Valley Central School District intends to participate in the 2024 Special Education School-Age Summer School, and agrees to pay the actual CEWW BOCES costs for the 2024 summer school; and

BE IT FURTHER RESOLVED, that no later than August 1, 2023, the Clerk of the Board shall notify the CEWW BOCES in writing of the District's commitment as described herein and the District's intent to participate in the 2024 Special Education School-Age Summer School. A copy of this adopted resolution is to be provided to the CEWW BOCES and its District Superintendent.

- f. Approve the CV-TEC Adult Education Sponsorship Agreement for CV-TEC Adult Education programs (CO-SER 103 and CO-SER 401) as presented.
- g. Approve the Agreement For Use of Facilities and/or Vehicles between BVCS and Meadowmount School of Music commencing on and ending on July 8, 2023 as presented.
- h. Approve the Bus Rental Agreement between BVCS and Camp Dudley for the period July 2, 2023 through August 13, 2023 as presented.
- i. Approve the Community OASIS Project Partnership Agreement between BVCS and College for Every Student (CFES) Brilliant Pathways during the 2021-26 funding cycle at a total cost of \$24,500.
- j. Approve the Community OASIS Project Partnership Agreement between BVCS and Cornell Cooperative Extension of Essex County, Inc. (CCE Essex) during the 2021-26 funding cycle at a total cost not to exceed \$1,100.
- a. Accept the bid for ULSD (ultra low sulfur diesel) for the 2023-24 school year from MX Petroleum at the quoted fixed price of \$3.047 per gallon per the St. Lawrence-Lewis BOCES cooperative purchasing bid award.
- k. Approve the following Section VII Combining of Teams Applications for the 2023-24 school year:
 - i. Boys Varsity Soccer with Willsboro CSD
 - ii. Cross Country Track with Moriah CSD
 - iii. Track & Field with Moriah CSD
- l. Accept and approve the bus bids as follows:
 - i. #45 2010 International 65 passenger bus as received from Stacy Pulsifer in the amount of \$300,
 - ii. #74 2007 International 65 passenger bus as received from Stacy Pulsifer in the amount of \$200,
 - iii. #78 2014 International 30 passenger bus as received from Tyler Atwell in the amount of \$405.50,
 - iv. #80 2013 Chevrolet 22 passenger bus as received from Tyler Atwell in the amount of \$227.50, and
 - v. #81 2013 Chevrolet 35 passenger bus as received from Tyler Atwell in the amount of \$202.50.

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

24. Personnel - Consent Agenda

- a. Approve the following appointments and pay rates for the 2022-2023 school year to be paid through the Extended School Day Grant:
 - i. Lake View Educational Liaison \$5,000 - Daniel Parker
 - ii. Mountain View Educational Liaison \$5,000 - Elaine Dixon-Cross
 - iii. Programming and Community Partner Coordinator \$10,000 - Elaine Dixon-Cross

- b. Accept and approve the letters of resignation as submitted by:
 - i. Jessica Pelkey School Psychologist effective June 9, 2023,
 - ii. Jean Dickerson Teacher Aide effective August 31, 2023.
- c. Approve the Agreement between the Board of Education and Superintendent Joshua Meyer effective July 1, 2023 through June 30, 2028.
- d. Approve the appointment of Debbie Welch to the permanent full-time 10 month civil service position of Cleaner effective June 23, 2023.
- e. Approve the appointment of Gwen Goff to the full-time temporary clerical position at an hourly rate of \$15.42 for the 2023-24 school year.
- f. Approve the appointment of Sheera Broderick as a per diem School Counselor on an as needed basis at a daily rate of \$325.00 for the 2023-24 school year.
- g. Approve the transfer of Debra Spaulding from the full-time 12 month position of Head Bus Driver to the full-time 10 month civil service position of bus driver at an hourly rate of \$27.50 effective September 5, 2023.
- h. Approve the irrevocable letter of resignation as submitted by Debra Spaulding from the position of bus driver effective on or about January 3, 2024.
- i. Approve the following temporary full-time summer cleaners, and bus aides and bus drivers on an as needed basis, effective July 5, 2023 through August 31, 2023 at an hourly rate as indicated:
 - i. Stevi McCann - summer cleaner at \$15.00 per hour
 - ii. Jackson Hooper - summer cleaner at \$15.00 per hour
 - iii. Michael Walter - summer cleaner at \$15.00 per hour
 - iv. Salle Duso - summer bus aide at \$14.20 per hour,
 - v. Brad Egglefield - summer bus aide at \$14.20 per hour,
 - vi. Larry Cooney - summer bus driver at \$21.00 per hour,
 - vii. Tom Keck - summer bus driver at \$21.00 per hour, and
 - viii. Denny Mitchell - summer bus driver at \$21.00 per hour.
- j. Approve the provisional appointment of John Looby to the full-time 12 month position of Secretary to Guidance Department at an hourly rate of \$16.92 effective on or about August 1, 2023 credited with 2 weeks vacation for the 2023-24 school year.
- k. Approve the appointment of David Kirkby as a golf chaperone June 2 through June 5, 2023 at a rate of \$200.
- l. Approve the appointment of Judy French as a substitute clerical, bus aide, (non-certified) teacher aide, cleaner or food service helper at the current substitutes rates effective August 1, 2023.
- m. Approve the appointment of the following individuals as summer school teachers and teacher assistant effective July 5, 2023 through August 11, 2023 paid at their hourly rates through the Extended School Day Grant:
 - i. Jay Fiegl
 - ii. Brad Shumway
 - iii. Marci Oliver
- n. Approve the appointment of the following individuals as summer school aides effective July 5, 2023 through August 11, 2023 at an hourly rate of \$15.00 paid through the Extended School Day Grant:
 - i. Emma Conley
 - ii. Jackson Hooper

- o. Approve the appointment of Colin Loher as a summer school teacher effective July 5, 2023 through August 11, 2023 at an hourly rate of \$35.00 paid through the Extended School Day Grant.
- p. Upon the recommendation of the Superintendent, Thomas Donnelly, who has professional certification in the English Language Arts 7-12 tenure area, is hereby appointed to the position of English Teacher for a probationary period commencing on September 5, 2023 and anticipated to end on September 5, 2027 pending receipt of fingerprint clearance. Salary for the 2023-24 school year will be based upon Step 14 B+45 \$62,354 pending approval of official graduate transcripts.
- q. Upon the recommendation of the Superintendent, Ellen Saccone, who has permanent certification in the Special Education K-12 tenure area, is hereby appointed to the position of Special Education Teacher for a probationary period commencing on September 5, 2023 and anticipated to end on September 5, 2027 pending receipt of fingerprint clearance. Salary for the 2023-24 school year will be based upon Step 15 B+33 \$62,284 pending approval of official graduate transcripts.
- r. Upon the recommendation of the Superintendent, Megan Walls, who is professionally certified in the School Building Leader area, is hereby appointed to the 10 month plus 20 summer hours position of Assistant Principal for the 2023-2024 school year effective July 1, 2023 (fingerprint clearance on file). Salary for the 2023-24 school year will be \$70,000 to be paid through the ARP ESSR grant.
- s. Approve the appointment of Jean Dickerson to the full-time 10 month non-tenure position of Teacher Assistant, per the terms of the feinerman agreement, at an annual salary of \$26,209.28 for the 2023-24 school year effective September 5, 2023.
- t. Approve the appointment of Christina Durgan to the full-time 10 month non-tenure position of Teacher Assistant, per the terms of the feinerman agreement, at an annual salary of \$26,209.28 for the 2023-24 school year effective September 5, 2023 pending receipt of fingerprint clearance.
- u. Approve the following extra-curricular appointments and stipends per the current BVFT agreement for the 2023-24 school year:
 - i. Girls Varsity Soccer Coach - Paul Buehler
 - ii. Girls Varsity Soccer Volunteer Assistant - Taylor Gough (no stipend)
 - iii. Girls Varsity Basketball Coach - Terry Egglefield
 - iv. Boys Varsity Basketball Coach - Colby Pulsifer
 - v. Boys Varsity Basketball Volunteer Assistant - Barry Morrison (no stipend)
 - vi. Basketball Chaperones - Jean Dickerson, Marci Oliver, Sally Wachowski and Larry Cooney
 - vii. Game Timer Basketball - Jean Dickerson
 - viii. Varsity Softball Coach - Adele Jesmer
 - ix. Modified Baseball Coach - Brad Shumway
 - x. MS Student Council Advisor - Jenn Peck
 - xi. HS Student Council Co-Advisor - Mindy Fleming
 - xii. HS Student Council Co-Advisor - Ashley Hooper
 - xiii. Music-Ensemble I (jazz band) - Heather Olson
 - xiv. MS Band Director - Heather Olson
 - xv. HS Band Director - Heather Olson

- xvi. Talent Show Co-Coordinator - Heather Olson
- xvii. Talent Show Co-Coordinator - Julie Bisselle
- xviii. Newspaper - Terry Egglefield
- xix. Activity Fund Treasurer - Heather Olson
- xx. National Jr. Honor Society Advisor - Marci Oliver
- xxi. National Honor Society Co-Advisor - Kristin Fiegl
- xxii. National Honor Society Co-Advisor - Veronica Uss
- xxiii. Yearbook Co-Advisor - Julie Bisselle
- xxiv. Quiz Bowl Advisor - Jason Fiegl
- xxv. Senior Class Advisor - Sarah Rice
- xxvi. Sophomore Class Advisor - Terry Egglefield
- xxvii. Freshman Class Advisor - Sarah Kingzack
- xxviii. Art Club Advisor - Kristen Larkin
- xxix. Drama Club Advisor - Diana McGuigan
- xxx. Senior Play Advisor - Diana McGuigan
- xxxi. eSports Advisor - Jason Colby
- v. Approve the following newly established extra-curricular positions at a stipend of \$1431 each for the 2023-24 school year:
 - i. MS Gold Card Advisor
 - ii. HS Gold Card Advisor
 - iii. MS Positive School Environment Team Co-Advisor
 - iv. MS Positive School Environment Team Co-Advisor
 - v. Spelling Bee Advisor
- w. Approve the appointment of Lisa French as a parent member for the CSE and CPSE Committee for the 2023-2024 school year.

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

25. Policy - None at this time

26. 2023-2024 Non-Resident Tuition Rate - Discussion

27. Superintendent's Update

a. Building Project Update

i. Resolution Requesting Legislation to Increase Building Aid

BE IT RESOLVED, that the Boquet Valley Central School District Board of Education requests that Assemblyman Simpson and Senator Stec draft legislation to significantly increase the Building Aid and to restart the timeline on the merger incentive aid for Boquet Valley on their upcoming Capital Project.

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

b. Superintendent's Report

28. 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.

29. Next Meeting

- a. Regular Meeting August 10, 2023 @ 5:00 PM Mountain View Campus

30. Adjournment

Time: Motion: Second: Yes: No: Abstain: Accept Reject Table