

Boquet Valley CSD
Regular Meeting
Thursday, August 8, 2024 @ 5:00 PM
Lake View Campus - Westport, NY

OFFICIAL MINUTES

1. **Call to Order** At: 5:00 PM By: President Garvey

2. **Pledge of Allegiance**

3. **Roll Call**

[X]Tom Broderick [X]Dina Garvey [X]Darlene Hooper [X]Sarah Kullman-arrived 5:01PM
[X]Heather Reynolds [A]Suzanne Russell [X]Debra Spaulding

4. **Attendees**

Present: Joshua Meyer, Superintendent
Jana Atwell, District Clerk
Hayden Reidy, Business Manager

Visitors: Jim Jackson
Robyn LePage
Samantha Hughes
Cindy Monty
Mary Lou Morgan
Harry Caldwell

5. **Approval of Minutes**

- a. Approve the minutes of the July 8, 2024 Reorganization and Regular Meeting as presented.

Motion: Heather Reynolds Second: Tom Broderick Yes: 6 No: 0 Abstain: 0 Accept

6. **Public Comment**

- 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.

Floor was opened for public comment, none voiced.

7. **Financials**

- a. Approve the following financial reports:
 - i. Warrant 1 T&A Payments for PR 7/5/24
 - ii. Warrant 2 TA Payments for 7/5/24 on demand
 - iii. Warrant 3 Warrant W1A Checks 7/12/24

- iv. Warrant 4 On demand warrant
- v. Warrant 5 AP Warrant Checks 7/26/24
- vi. Warrant 6 T&A Payments for PR 7/19/24

Motion: Darlene Hooper Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0 Accept

8. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #12437, 12684, 12625, 12679, 12674, 12621, 12666, 12678, 12667 and 1389.

Motion: Debra Spaulding Second: Heather Reynolds Yes: 6 No: 0 Abstain: 0 Accept

9. Action Items - Consent Agenda

- a. Approve the following service contracts/agreements for the 2024-25 school year:
 - i. University of Vermont Health Network Elizabethtown Community Hospital - school physician \$9,135, urine drug screen random testing for employees at the rate of \$67/employee, annual physicals for all students grade Kindergarten, Second, Fourth, Seventh and Tenth, new students at the rate of \$200 and required CSE students at a rate of \$194, annual sports physicals at the rate of \$114, annual employee physicals required by the school at the rate of \$91 and Registered Professional Nurse (substitute school nurse) at the rate of \$325/day
 - ii. Siemens Industry, Inc. \$20,882
 - iii. Surveillance 247, LLC \$1,600
 - iv. BusRight \$9,000
 - v. MOA between Adirondack Community Action Programs, Inc. Head Start as an Approved Universal Pre-Kindergarten Provider and BVCSD and Agreement for Cafeteria and Bus Garage Services as presented
 - vi. Morse Academy of Irish Dance July 29 through August 2, 2024 \$5,250 paid through the OASIS Grant
 - vii. Partnership Agreement between BVCSD and Cornell Cooperative Extension of Essex County, Inc. (CCE Essex) as presented
 - viii. Essex County - Tax Collector for the 2024-25 school year at a rate of \$2.00 per parcel multiplied by the total number of tax bills prepared by Essex County Real Property Tax Services (3,717) for a total of \$7,434
- b. Approve the disposal/recycling of the following obsolete assets:
 - i. Epson PowerLite 520 projector asset tag #A00369793 serial #H674A (LVC room 108)
 - ii. Smart smartboard asset tag #A01028275 (LVC room 201)
- b. Accept the following bids as received from Auctions International:
 - i. Champion Barbell Leg Press \$105
 - ii. Champion Barbell Weight Machine \$50
 - iii. Cross Body Training Rack \$52.50
 - iv. Champion Barbell Front Press \$50
 - v. Champion Barbell Press Machine \$50

- vi. Meilink Steel Safe \$260
- vii. Playground Set \$170

Motion: Sarah Kullman Second: Tom Broderick Yes: 6 No: 0 Abstain: 0 Accept

10. Personnel - Consent Agenda

- a. Amend the appointment of Sasha Pulsifer as the long-term substitute Food Service Helper from a maximum of 19 hours per week to the ability to work up to 37.5 hours per week at an hourly rate of \$17.50 for the 2024-25 school year.
- a. Accept and approve the letters of resignation as submitted by:
 - i. Angel Mitchell from her position as Teacher Aide effective July 23, 2024
 - ii. Jennifer Barber from her position as Art Teacher effective July 31, 2024
- b. Approve the following substitute appointments at the current substitute rates:
 - i. Jennie Cross Bus Driver effective July 1, 2024
 - ii. Angel Mitchell (non-certified) teacher, teacher assistant and teacher aide effective July 24, 2024
- c. Approve the appointment of Darcy Hudson as a (certified) Building Substitute at a daily rate of \$135 for the 2024-25 school year.
- d. Accept and approve the Memorandum of Agreement between BVCS D and the BVFT changing the title of “5th Grade Trip” to “6th Grade Advisor” at a stipend of \$2,110 effective with the 2024-2025 school year.
- e. Approve the following extra-curricular appointments and stipends per the current BVFT agreement for the 2024-25 school year:
 - i. Yearbook Co-Advisor - Zoe Brugger-Lobdell
 - ii. Amend Julie Bisselle’s appointment from Yearbook Advisor to Yearbook Co-Advisor
 - iii. Senior Class Advisor - Wendy Hickey
 - iv. 6th Grade Advisor - Kaitlin Fielder
 - v. Track Coach (fall and spring) - Kyle Smith
- f. Accept and approve the request for maternity leave as submitted by Malinda Fleming with an anticipated start date of November 1, 2024 and anticipated return date of April 28, 2025.
- g. Approve the following appointments and stipends for the 2024-25 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
- h. Approve the following appointments and stipends for the 2024-25 school year to be paid through the Universal Pre-K Grant:
 - ~~i. Curriculum Planning/Development Coordinator \$5,000 - Lee Kyler~~
 - ii. Program Administrator/Director \$6,000 - Lee Kyler
- i. Approve the appointment of the following employees to be paid at their hourly rates for the 2024-25 Kindergarten Boot Camp being held on August 19 and 20, 2024:

- i. Rhonda Sloper
 - ii. Kayla Dempsey
 - iii. Kerry Mero
- iv. Adele Jesmer
- v. Stevi McCann
- j. Approve the appointment of the following employees for August 19 and 20, 2024 Regents proctoring paid at their hourly rates through the Extended School Day Grant:
 - i. Marci Oliver
 - ii. Mindy Fleming
 - iii. Aubrey Pulsifer
 - iv. Theresa McAuley
 - v. Steve Hudson
- k. Upon the recommendation of the Superintendent, Harold Caldwell, who has initial certification in the Visual Arts tenure area, is hereby appointed to the position of Art Teacher for a probationary period anticipated to commence 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 6 B+36 \$52,586 pending approval of official graduate transcripts.
- l. Approve the following appointments and stipends from the 2023-24 school year to be paid through the Rural Post-Secondary Economic Development (RPED) Grant:
 - i. Mindy Fleming \$1,500
 - ii. Jen Peck \$1,500
- m. Approve the appointment of the following employees as Mentors paid at a rate of \$1,500 for the 2024-25 school year:
 - i. Lorraine Hathaway
 - ii. Sarah Rice
 - iii. Jen Peck
 - iv. Brad Schrauf

Motion as amended: Heather Reynolds Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0 Accept

11. Policy - None at this time

12. Principal's Report - LVC Principal Lee Kyler

- a. Please see the Superintendent's Presentation for grant updates. Principal Kyler shared several updates and happenings at the Lake View Campus including Kindergarten Boot Camp, a new motto - Climate of Celebration, Culture of Accountability, introduction of the new Art teacher Harry Caldwell and shared information regarding a new grant, CW-FIT, through the University of Kansas that 6 teachers will be voluntarily participating in. Board member Darlene Hooper posed a question to Principal Kyler regarding the new reading program and the availability of materials for all teachers.

13. Superintendent's Update

- a. District Wide Safety Plan
 - i. The Superintendent recommends the approval of the District Wide School Safety Plan (revised June 2024) as presented.

Motion: Heather Reynolds Second: Tom Broderick Yes: 6 No: 0 Abstain: 0 Accept

- b. Superintendent's Report - see attached
- c. District Grants Update: ESSA, ESD, 611/619, Title I/II/IV, UPK - see attached

14. Public Comment

- 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.

Jim Jackson stated after speaking with several community members the Board meeting time is not convenient for many and requested the Board consider changing their meeting time. He also questioned if the abatement request for proposal was for specific areas. Superintendent Meyer advised the RFP was for both campuses, specific information was not available at this time.

15. Executive Session

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

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

In: 5:34 PM Motion: Darlene Hooper Second: Debra Spaulding Yes: 6 No: 0 Abstain: 0
Accept

Out: 6:51 PM Motion: Sarah Kullman Second: Dina Garvey Yes: 6 No: 0 Abstain: 0
Accept

No action taken.

16. Next Meeting

- a. Special Meeting (Tax Levy) Thursday, August 15, 2024 5:00 PM Mountain View Campus immediately followed by a Board Retreat
- b. Regular Meeting Thursday, September 12, 2024 6:00 PM Mountain View Campus

17. Adjournment

Time: 6:52 PM Motion: Dina Garvey Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0
Accept

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

Date approved by the BOE: September 10, 2024

Jana Atwell, District Clerk