# Boquet Valley CSD Regular Meeting Thursday, October 10, 2024 @ 6:00 PM Lake View Campus - Westport, NY

# **AGENDA**

- 1. Call to OrderAt:By:
- 2. Pledge of Allegiance

## 3. Roll Call

[ ]Tom Broderick[ ]Dina Garvey[ ]Darlene Hooper[ ]Sarah Kullman[ ]Heather Reynolds[ ]Suzanne Russell[ ]Debra Spaulding

## 4. Attendees

Present:

Visitors:

5. Recruitment & Retention Analysis - Dr. Eric Bell, Dr. Matt Slattery & Dr. Justin Gardner

# 6. Approval of Minutes

a. Approve the minutes of the September 10, 2024 Regular Meeting as presented.

Motion:	Second:	Yes: No: Abstain:	Accept Reject Table
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# 7. 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.

# 8. Financials

- a. Approve the following financial reports:
  - i. Treasurer's Monthly Report July 1, 2024 July 31, 2024
  - ii. Treasurer's Monthly Report August 1, 2024 August 31, 2024
  - iii. Warrant 9/5/24
  - iv. Warrant 9/25/24

Motion:	Second:	Yes: No: Abstain:	Accept Reject Table
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#### 9. CSE Recommendations

a. Accept and approve the following CSE recommendations for student #12549, 12442 and 12667.

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

#### 10. Action Items - Consent Agenda

- a. Accept the grant received from the University of Kansas Center for Research, Inc. in the amount of \$5,000.
- b. Accept and approve the bids as received from Auctions International:
  - i. Meilink steel safe \$260
  - ii. 2018 Omcan industrial stainless steel bread slicer \$220
- c. Approve the increase in the adult meal prices for the 2024-25 school year:
  - i. Breakfast from \$2.75 plus tax to \$2.95 plus tax
  - ii. Lunch from \$5.00 plus tax to \$5.24 plus tax
- d. Approve the following agreements/proposals as presented:
  - i. Atlantic Testing Laboratories, Limited (ATL) to provide air sampling and analysis services
  - BCA Architects Engineers to provide professional services for the Emergency Roof Project at the Lake View Campus (prepare and submit design documents for SED review and provide construction administration services to assist the construction manager through the duration of construction)
  - iii. New York State School Boards Association (NYSSBA) to provide State Aid Review services
  - iv. Four Winds Saratoga for tutorial services for students in our district who may be admitted to Four Winds Saratoga
  - v. BCA Architects Engineers to provide Pre-referendum services and the 2025 Building Condition Survey/Long Range Plan
  - vi. Farrell Roofing to provide labor and material to perform the scope of work as defined for the Emergency Roof Project at the Lake View Campus
  - vii. Schoolhouse Construction Services, LLC to provide part-time construction management services in support of the upcoming roofing project at BVCSD

Motion:	Second:	Yes: No: Abstain:	Accept Reject Table
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## 11. Personnel - Consent Agenda

- a. Amend the start date for Craig O'Leary-Cumber, Maintenance Person/Bus Driver from September 23, 2024 to September 16, 2024.
- Amend the appointment of Kelly Zimmerman, Assistant Principal of Health and Wellness to include a probationary appointment commencing on or about October 11, 2024 and anticipated to end on or about October 11, 2028.
- c. Approve the addition of the following members to the Facilities Committee:
  - i. Bill Benoit

- ii. Robyn LePage, LVC teacher
- iii. Steve Hudson, MVC teacher
- Olive Stewart, Student Representative iv.
- Joe Dragone, Facilitator from Capital Region BOCES V.
- d. Accept and approve the letters of resignation as submitted by:
  - Melissa Jacques from the position of Bus Aide effective September 30, i. 2024
  - ii. Tom Keck from the position of part-time Bus Driver effective end of the business day October 18, 2024
  - iii. Kaitlin Fielder from the extracurricular position of 6th Grade Class Advisor for the 2024-25 school year
  - iv. Paul Buehler as an OASIS teacher for the 2024-25 school year
- e. Approve the appointment of Tyler Atwell to the permanent full-time 12 month civil service position of Head Custodian effective October 11, 2024.
- f. Upon the recommendation of the Superintendent, Ashley Hooper, who holds professional certification in Biology 7-12, is hereby granted tenure in the Science tenure area effective December 1, 2024.
- g. Approve the appointment of Susan Stafford-Gough as a long-term certified substitute Math teacher at a daily rate of \$200 effective October 9, 2024 through approximately April 25, 2025.
- h. Approve the appointment of Thomas Graham to the full-time (12 month) civil service position of Cleaner at an hourly rate of \$17.50 effective September 16, 2024 with a 120 day probationary period beginning September 16, 2024 and ending approximately March 25, 2025. Fingerprint clearance has been received.
- i. Approve the appointment of Lisia Griffin to the full-time (10 month) civil service position of Food Service Helper at an hourly rate of \$17.00 effective September 23, 2024 with a 120 day probationary period beginning September 23, 2024 and ending approximately April 18, 2025. Fingerprint clearance has been received.
- i. Approve the appointment of the following employees to serve as OASIS teachers paid at their hourly rate through the Extended School Day Grant for the 2024-25 school year :
  - i. Jason Fiegl iv. Diana McGuigan Harry Caldwell V.
  - ii. Theresa McAuley
  - iii. Brad Schauf
- k. Approve the appointment of the following employees to serve as tutors at an hourly rate of \$52.00 for the 2024-25 school year:
  - i. Zoe Brugger-Lobdell iii. Erica Loher
  - ii. Ellen Kiely iv. Brad Schrauf
- 1. Approve the following extra-curricular appointments and stipends per the current BVFT agreement for the 2024-25 school year:
  - i. 6th Grade Co-Advisor - Jennifer Peck
  - ii. 6th Grade Co-Advisor - Andrya Heller
  - iii. Newspaper Advisor - Theresa McAuley
  - Boys Modified Basketball Coach Kyle Smith iv.
  - V. Weight Room Monitor - Paul Buehler
  - vi. Varsity Baseball Coach - Don Markwica
  - vii. Golf Coach - Taylor Atwell

- viii. Volunteer Assistant Girls Varsity Basketball Amanda Pulsifer
- m. Approve the appointment of the following substitutes as listed at the current substitute rate effective October 11, 2024 unless otherwise noted:
  - i. Isaiah Adams cleaner effective September 12, 2024
  - ii. Debra Bevins nurse, non-certified teacher, teacher assistant, teacher aide and food service helper effective September 13, 2024
  - iii. Tom Keck bus driver effective October 19, 2024
  - iv. Melissa Jacques non-certified teacher, teacher assistant and teacher aide
  - v. John McKee certified teacher, teacher assistant and teacher aide (fingerprint clearance received)
  - vi. Vito Forte non-certified teacher, teacher assistant and teacher aide (fingerprint clearance received)
  - vii. Brandon Schwarz food service helper, bus aide and cleaner (fingerprint clearance received)
  - viii. Cameron Chandler cleaner (fingerprint clearance received)
  - ix. Sarah vanRijsewijk non-certified teacher, teacher assistant and teacher aide pending receipt of fingerprint clearance
  - x. Karen Crowningshield nurse pending receipt of fingerprint clearance
- n. Approve a rate increase for substitute bus drivers from \$21.00 per hour to \$25.00 per hour effective October 11, 2024.
- Accept and approve the letter of intent to retire (with the ability to revoke) as submitted by Kerry Mero from her position as Music Teacher effective January 29, 2026.
- Motion: Second: Yes: No: Abstain: Accept Reject Table

#### 12. Policy

a. Approve the deletion of Policy #5240 - School Tax Assessment and Collection/Property Tax Exemptions as recommended by Erie I Policy Services.

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

## 13. Principal's Report - LVC Principal Lee Kyler

#### 14. Superintendent's Update

- a. Superintendent's Report
  - i. Approve the Fiscal Year 2025-26 Budget Development Timetable as presented.

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

b. District Grants Update: ESSA, ESD, 611/619, Title I/II/IV, UPK

#### **15. Public Comment**

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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 reason:

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

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

## **17. Next Meeting**

a. Regular Meeting Thursday, November 14, 2024 6:00 PM Mountain View Campus

#### 18. Adjournment

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