

**Boquet Valley CSD**  
**Regular Meeting**  
**Tuesday, December 9, 2025 @ 6:00 PM**  
**Mountain View Campus - Elizabethtown, NY**  
**Official Minutes**

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

2. **Pledge of Allegiance**

3. **District Vision**

- a. The VISION of the Boquet Valley Central School District is to become the best rural school in New York State. We will accomplish our vision by providing exceptional opportunities to all learners and preparing them to set and reach their future goals by embedding our core values into their student experience.

4. **Roll Call**

[ X ] Tom Broderick [ X ] Paige Cotter-Saltamach [ X ] Paul Fenton [ X ] Darlene Hooper  
[ X ] Sarah Kullman [ X ] Debra Spaulding [ X ] Jason Welch [ X ] Sadie Burgess

5. **Attendees**

Present:

Joshua Meyer, Superintendent  
Bridget Belzile, District Clerk  
Hayden Reidy, Business Manager  
Melisa Lucia, District Treasurer  
Lee Kyler, LVC Principal  
Shawn Strack, Director of Student  
Support Services  
Bob Rice, Director of Facilities  
John Looby

Visitors:

Sarah Rice  
Jim Jackson  
Paul Hooper  
Sarah Bosley  
Mary Lou Morgan  
Matthew Hanley  
Erica Loher  
Donald Beaton  
Brooke Beaton  
Josh Kingzack  
Jenna Schwartzhoff  
Bob Breidenstein  
Megan Ostroski  
Kelly Ecker

6. **Schmitt Leadership Group Presentation - See attached presentation.**

7. **Capital Project Update - See attached presentation.**

8. **Board Discussion**

- a. Old Business

i. Veteran and Volunteer Fireman Tax Exemption

Discussion to place these exemptions on the ballot for the annual meeting in May.

b. New Business

i. Committee updates.

Updates include the opening of the new athletic season, Portrait of a Graduate, and review and suggested revision of policies.

ii. Legal Services Discussion.

Discussion held on the district’s use of legal firms.

**9. 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.

Josh Kingzack thanked administration for the BMX presentation and remarked on board transparency and decision-making.

Megan Ostroski thanked the board for rearranging the agenda items and remarked on the legal discussion.

Kelly Ecker commented on the school and students’ experiences and on board proceedings.

**10. 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. (#8) To discuss the proposed acquisition, sale, or lease of real property or the proposed acquisition, sale, or exchange of securities, but only when publicity would substantially affect the value of these things.

In: 7:30 PM	Motion: CotterSaltamach	Second: Spaulding	Yes: 7	No: 0	Abstain: 0	Accept
Out: 8:35 PM	Motion: CotterSaltamach	Second: Spaulding	Yes: 7	No: 0	Abstain: 0	Accept

No action taken.

- a. Motion to return to regular session at: 8:38 PM

Motion: Fenton	Second: CotterSaltamach	Yes: 7	No: 0	Abstain: 0	Accept
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**11. Ex Officio Student School Board Member Report - See attached presentation.**

**12. Approval of Agenda & Minutes**

- a. Approve the adoption of the agenda.
- b. Approve the minutes of the November 12, 2025, Regular Meeting as presented.

Motion: Spaulding      Second: Broderick      Yes: 7 No: 0    Abstain: 0      Accept

### **13. Financials**

- a. Approve the following financial reports:
  - i. Budget Status Report dated 11/30/2025
  - ii. Revenue Status Report 11/30/2025
  - iii. Payroll Distribution Report November 2025
  - iv. Warrant Report dated 11/14/2025
  - v. Treasurer's Report November 2025

Motion: Fenton      Second: Kullman      Yes: 7 No: 0    Abstain: 0      Accept

### **14. CSE, CPSE, and 504 Recommendations**

- a. Accept and approve the Committee on Preschool Special Education, Committee on Special Education, and Committee on 504 Plan recommendations as presented.

Motion: CotterSaltamach      Second: Spaulding      Yes: 7 No: 0    Abstain: 0      Accept

### **15. Action Items - Consent Agenda**

- a. Approve and adopt the attached resolution approving the Host Community Agreement and consenting to the amended and restated PILOT agreement for the CHPE LLC Project as presented.
- b. Approve the Group Voluntary Vision Care Plan Contract Renewal for the period January 1, 2026, through January 1, 2028.

Motion: CotterSaltamach      Second: Fenton      Yes: 7 No: 0    Abstain: 0      Accept

### **16. Personnel - Consent Agenda**

- a. Approve the appointment of Jeremy Ward to the permanent full-time 10-month civil service position of Bus Driver, effective December 2, 2025.
- b. Approve the appointment of Sasha Pulsifer to the permanent full-time 10-month civil service position of Food Service Helper, effective December 16, 2025.
- c. Approve the permanent appointment of Jennie Cross to the full-time 12-month position of Clerk, effective November 4, 2025.
- d. Approve the probationary appointment of Scott Holland to the full-time 12-month civil service position of Maintenance Person/Bus Driver, effective on or about December 8, 2025, at an hourly rate of \$21.00, with a 120-day probationary period effective on or about December 8, 2025, through approximately June 24, 2026, fingerprint clearance on file.
- e. Approve the amendment to the original date of retirement for Kerry Mero from January 29, 2026, to June 30, 2026.
- f. Approve the amendment to the date of retirement for Michael Mitchell to December 26, 2025.
- g. Approve the following extra-curricular appointments and stipends per the current BVFT agreement for the 2025-26 school year:

- i. Basketball Game Chaperone - Larry Cooney
  - ii. Basketball Game Chaperone - Allison Whalen
  - iii. Basketball Game Chaperone - Zachary Micholas
  - iv. Basketball Game Timer - Zachary Micholas
  - v. Volunteer Asst. Girls Modified Basketball Coach (no stipend) - Candy Goff
- h. Approve Kendra Pulsifer to be compensated up to an additional three hours for an event being held on December 18, 2025, at a rate of \$40.01 per hour.
  - i. Approve Angel Mitchell to be compensated up to an additional three hours for an event being held on December 18, 2025, at a rate of \$29.25 per hour.
  - j. Approve the appointment of the following employees to serve as OASIS teachers for the 2025-26 school year, paid at their hourly rate through the Extended School Day Grant:
    - i. Jen Peck
    - ii. Kayla Dempsey
  - k. Approve the appointment of Michael Mitchell as a maintenance substitute at an hourly rate of \$20.92, effective January 1, 2026.
  - l. Approve the hourly rate increase for Lori McCallister, as substitute clerk, to \$20.92, effective December 9, 2025.
  - m. Authorize the following substitute pay rate adjustments associated with the January 1, 2026, transition to \$16.00 per hour minimum wage in accordance with New York State Labor Laws:

<b>Substitute Position</b>	<b>Hourly / Daily</b>	<b>Current Rate of Pay 1/1/25</b>	<b>Rate of Pay effective 1/1/2026</b>
Teacher (certified)	Daily	\$126.00	\$131.00
Teacher Assistant (certified)	Daily (7.5 hours)	\$120.00	\$124.00
Teacher Aide (certified)	Daily	\$108.50	\$112.00
Teacher (non-certified)	Daily	\$117.25	\$122.00
Teacher Assistant (non-certified)	Daily (7.5 hours)	\$118.15	\$122.00
Teacher Aide (non-certified)	Daily	\$108.50	\$112.00
Monitor	Daily	\$100.75	\$104.00
Nurse	Daily	\$126.00	\$131.00
Food Service Helper	Hourly	\$15.50	\$16.00
Clerical	Hourly	\$15.50	\$16.00
Cleaner	Hourly	\$15.50	\$16.00
Bus Driver	Hourly	\$25.00	\$25.00
Bus Aide	Hourly	\$15.50	\$16.00
Long-Term Non-Certified Substitute Teacher (days 1-50)	Daily	\$125.00	\$130.00

Long-Term Certified Substitute Teacher (days 1-50)	Daily	\$175.00	\$181.00
Long-Term Non-Certified Substitute Teacher (days 51-100)	Daily	\$150.00	\$155.00
Long-Term Certified Substitute Teacher (days 51-100)	Daily	\$200.00	\$207.00

n. Approve the letter of resignation submitted by Allison Whalen, full-time clerk, effective January 2, 2026.

Motion: Spaulding      Second: CotterSaltamach      Yes: 7 No: 0 Abstain: 0      Accept  
 Discussion regarding sub rates.

**17. Policy**

- a. As recommended by Erie I Policy Services, approve the revision of policies:
  - i. Policy #1210 Board Members: Nomination And Election
  - ii. Policy #7513 Medication And Personal Care Items

Motion: Fenton      Second: Kullman      Yes: 7 No: 0 Abstain: 0      Accept  
 Discussion regarding the revisions.

**18. Administrator/Director Report**

- a. Director of Facilities - Bob Rice

Remarked on building conditions and maintenance, and district additions, including the new buses and furniture. Discussed boilers, the Energy Performance Contract, and the monitoring of room temperatures.

- b. Director of Student Support Services, Shawn Strack - See attached.

Reported on recent operational improvements and compliance efforts following the Special Education Audit. Remarks on future priorities such as annual review preparations, department planning, stakeholder engagement, and continued program development. An in-depth report will be presented at the February 2026 Regular Board Meeting.

**19. Superintendent’s Update**

- a. Superintendent’s Report - See attached.
- b. District Grants Update: ESSA, ESD, 611/619, Title I/II/IV, UPK - See attached.

**20. 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.

Debra Spaulding thanked BVFT for their gift to the members of the board.  
Paul Fenton inquired about nameplates for all board meeting participants.

### **21. Next Meeting**

- a. Regular Meeting Thursday, January 8, 2026, 6:00 PM Lake View Campus.

### **22. 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.
- b. (#8) To discuss the proposed acquisition, sale, or lease of real property or the proposed acquisition, sale, or exchange of securities, but only when publicity would substantially affect the value of these things.

In: 9:11 PM    Motion: CotterSaltamach    Second: Broderick    Yes: 7 No: 0 Abstain: 0    Accept  
Out: 9:37 PM    Motion: Fenton    Second: CotterSaltamach    Yes: 7 No: 0 Abstain: 0    Accept

No action taken.

### **23. Adjournment**

Time: 0:39 PM    Motion: Fenton    Second: CotterSaltamach    Yes: 7 No: 0 Abstain: 0    Accept

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

Date approved by the BOE: January 8, 2026

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Bridget Belzile, District Clerk