Boquet Valley CSD
Regular Meeting
Thursday, August 13, 2026 @ 6:00 PM
Lake View Campus - Westport, NY
Official Minutes

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

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] Alyssa Carroll [X] Paige Cotter-Saltamach
[X] Darlene Hooper [A] Sarah Kullman [X] Debra Spaulding [X] Jason Welch [X] Sadie Burgess

5. **Attendees**

Present:
Dr. Joshua Meyer, Superintendent
Bridget Belzile, District Clerk
Hayden Reidy, Business Manager
John Looby, AV Support

Visitors:
Olive Stewart
Jim Jackson
Stites McDaniel
Mike Harris
Andrya Heller

6. **Capital Project Update**
   a. Architect Discussion: Mike Harris of BCA presented proposed capital project options for the Mountain View Campus, including an elementary classroom addition and renovations to the existing building. The Board discussed project scope and costs, available state aid and local share, enrollment and classroom needs, use of existing space, and the size of the addition. The Board also discussed maximizing available aid for renovations and reviewed the anticipated timeline for a possible December referendum. - See attached presentation.
   b. Communication Strategy - Dr. Meyer presented a slideshow provided by Joey Lafranca at CVES - See attached.

7. **Board Discussion**
   a. Old Business

i. Legal Services - discussion regarding putting out an RFP for legal services to add a third law firm.

b. New Business
   i. Rural Schools Association Conference - discussion regarding board member attendance and process for request for professional development.
   ii. Committee Updates - none at this time.

8. 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.

Olive Stewart remarked on the scope options of the capital project.

9. 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: 7:12 PM Motion: CotterSaltamach Second: Spaulding Yes: 6 No: 0 Abstain: 0 Accept
Out: 7:54 PM Motion: Hooper Second: Spaulding Yes: 6 No: 0 Abstain: 0 Accept
No action taken.
Motion to return to regular session at: 7:57 PM

Motion: CotterSaltamach Second: Broderick Yes: 6 No: 0 Abstain: 0 Accept

10. Approval of Agenda & Minutes

a. Approve the adoption of the agenda with the removal of item 15, f.

Motion: Hooper Second: Spaulding Yes: 6 No: 0 Abstain: 0 Accept

b. Approve the minutes of the July 1, 2026 Reorganization & Regular Meeting as presented.

Motion: Spaulding Second: CotterSaltamach Yes: 6 No: 0 Abstain: 0 Accept

11. 2026-2027 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 2026-2027 school year, a sum not to exceed $8,909,005.

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 (for equalizing taxes) as follows:

Town	School Tax Levy Apportionment	School Tax Rate per $1,000
Chesterfield	$17,773	$11.412058
Elizabethtown	$2,784,366	$13.542289
Essex	$163,306	$10.562988
Lewis	$1,886,726	$10.562986
Moriah	$121,007	$10.889674
Westport	$3,935,827	$10.562986
Total School District Tax Levy	$8,909,005	

BE IT FURTHER RESOLVED, that the following separate library taxes, as approved by the voters, shall be extended and collected on behalf of the respective libraries:

Library	Separate Library Levy
Elizabethtown Library Association	$23,000
Westport Library Association	$20,000
Wadhams Free Library	$12,000
Total Separate Library Levies	$55,000

BE IT FURTHER RESOLVED, that the total amount to be collected upon the 2026-2027 tax roll, including the School District tax levy and the separate library tax levies, is $8,964,005.

AND BE IT HEREBY DIRECTED THAT THE DELINQUENT TAX PENALTIES SHALL BE AS FOLLOWS:

September 1, 2026 - September 30, 2026	No Penalty
October 1, 2026 - October 31, 2026	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 law for 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 $825,980 from the total estimated fund balance of $11,580,698 as of June 30, 2026, thereby applying $0 to the reduction of the 2026-2027 school tax levy.

BE IT ADDITIONALLY RESOLVED AS FOLLOWS, to the Essex County Treasurer, acting as the collecting officer for the Boquet Valley Central School District, Town(s) of Chesterfield, Elizabethtown, Essex, Lewis, Moriah and Westport, County of Essex, New York State, you are commanded:

1. To give notice and start collection on September 1, 2026, in accordance with the provisions of Section 1322 of the Real Property Tax Law.
2. To give notice that the tax collection will end on October 31, 2026.

3. To collect School District taxes in the amount of $8,909,005, as extended upon the attached tax roll, 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.
4. To collect separate library taxes in the total amount of $55,000, as approved by the voters, and to turn over to the Elizabethtown Library Association $23,000, to the Westport Library Association $20,000, and to the Wadhams Free Library $12,000. Such library taxes shall be separately identified and accounted for.
5. To make no changes or alterations in the tax warrant or the attached tax roll but shall return the same to the Board of Education. The Board may recall its warrant and tax roll for correction of errors or omissions in accordance with the provisions of Section 553 of the Real Property Tax Law.
6. To forward by mail, or electronically where authorized, to each owner of real property listed on the tax roll a statement of taxes due on the property, on forms provided by the School District, in accordance with the provisions of Section 922 of the Real Property Tax Law.
7. To forward, without interest or penalty, a detailed tax bill for all State land parcels liable for taxes on the school tax roll to the office of the County Treasurer, as required by applicable provisions of the Real Property Tax Law.
8. To receive from each taxable corporation and natural person the amount listed on the attached tax roll without interest or penalty where payment is made from September 1, 2026 through September 30, 2026.
9. To add and collect a 2% penalty on all taxes paid from October 1, 2026 through October 31, 2026, and to account for such penalties as income due to the School District.
10. To issue pre-numbered 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.
11. To promptly return the warrant at its expiration and, if any taxes on the attached tax roll shall be unpaid at that time, deliver an accounting showing by town the total assessed valuation, tax rate, total tax levy and total amount 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 October 31, 2026, unless a renewal or extension has been endorsed on the face of this warrant in writing in accordance with Section 1318, Subdivision 2 of the Real Property Tax Law.

Motion: Hooper Second: Broderick Yes: 6 No: 0 Abstain: 0 Accept

12. Financials

a. Approve the following financial reports:
    i. Budget Status Report dated 07/31/2026
    ii. Payroll Distribution Report dated 07/01/2026 & 07/31/2026
    iii. Revenue Status Report dated 08/10/2026

iv. Warrant Report dated 07/09/2026
v. Warrant Report dated 07/29/2026

Motion: CotterSaltamach Second: Spaulding Yes: 6 No: 0 Abstain: 0 Accept

13. 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: Hooper Yes: 6 No: 0 Abstain: 0 Accept
Discussion regarding ongoing efforts to fill the CSE Secretary position.

14. Action Items - Consent Agenda

a. The approval of the following revised/updated handbooks as presented for the 2026-2027 school year:
   i. BVCSD Student and Family Handbook 2026-2027 Edition.
   ii. BVCSD Athletic Code of Conduct 2026-2027 Edition.
   iii. BVCSD New Teacher Introduction and Mentoring Program 2026-2027 Edition.
b. Approve the following service contracts/agreements for the 2026-27 school year:
   i. Essex County - Tax Collector for the 2026-27 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 (3,718) for a total of $7,436.

Motion: CotterSaltamach Second: Spaulding Yes: 6 No: 0 Abstain: 0 Accept

15. Personnel - Consent Agenda

a. Approve the following extra-curricular appointments and stipends per the current BVFT agreement for the 2026-27 school year:
   i. 6th Grade Co-Advisors - Kaitlin Fielder
   ii. 6th Grade Co-Advisors - Brandy Rosselli
   iii. 6th Grade Co-Advisors - Codia Crandall
   iv. Basketball Chaperone - Muriel Kerr
   v. Boys Baseball Varsity - Don Markwica
   vi. Boys Soccer Varsity - Chris Markwica
   vii. Volunteer Asst. Boys Soccer Varsity (no stipend) - Renee Markwica
   viii. Freshman Class Advisor - Andrya Heller
   ix. Girls Basketball Modified - Irwin Borden
   x. Girls Soccer Varsity - Ryan Hathaway
   xi. Girls Softball Modified - Irwin Borden
   xii. GriffITs Advisor - Jason Colby
   xiii. HS Gold Card Advisor- Sarah Kingzack
   xiv. Junior Class Advisor - Amanda Pulsifer
   xv. Junior Class Advisor - Marcail Miller

xvi. Senior Class Advisors (2) - Jen Smith
xvii. Sophomore Class Advisor - Brandy Rosselli
xviii. Track (fall & spring) - Kyle Smith
xix. Basketball Chaperone - Jean Dickerson
xx. Volunteer Asst. Girls Soccer Varsity (no stipend) - Sean Kullman
xxi. HS Student Council Advisors - Ashley Hooper
xxii. HS Student Council Advisors - Amanda Jones

b. Approve the appointment of the following employees as Mentors paid at a rate indicated for the 2026-27 school year:
   i. Rhonda Sloper
   ii. Lorraine Hathaway
   iii. Katie Cutcher
   iv. Stites McDaniel
   v. Jodi Thompson
   vi. Zoe Brugger
   vii. Andrya Heller

c. Approve the appointment of Salle Duso (full-time 10-month bus aide) as a temporary summer bus aide, on an as-needed basis, effective July 1, 2026, through August 25, 2026.

d. Approve Debbie Olsen (full-time 10-month nurse) for summer work hours at her hourly rate up to 21.75 hours, effective July 1, 2026, through August 25, 2026.

e. Approve the appointment of the following employees for additional summer hours for training on August 19, 2026, paid at their hourly rate:
   i. Kendra Pulsifer
   ii. Jessica Pulfier
   iii. Stevi McCann

~~f. Approve the appointment of the following employees to serve as tutors at an hourly rate of $57.88 for the 2026-27 school year per the BVFT Agreement:~~
   ~~i. Lily Whalen~~
   ~~ii. Samantha Meachem~~
   ~~iii. Peggy Staats~~
   ~~iv. Muriel Kerr~~
   ~~v. Erica Loher~~
   ~~vi. Rhonda Sloper~~
   ~~vii. Julie Bisselle~~

g. Approve the appointment of the following as detention monitor(s) for the 2026-2027 per the current BVFT agreement for the 2026-2027 school year:
   i. Peg Staats

h. Approve the probationary appointment of Linda Snowperry to the full-time (10-month) civil service position of Teacher Aide at an hourly rate of $20.50, effective August 26, 2026, with a 120-day probationary period commencing August 26, 2026, and anticipated to end on or about March 15, 2027, pending fingerprint clearance.

i. Approve the probationary appointment of Robert Keech to the full-time 12-month civil service position of Maintenance Person/Bus Driver, effective on or about September 1, 2026, at an hourly rate of $24.00, with a 120-day probationary period effective on or about September 1, 2026, through approximately March 17, 2027, pending fingerprint clearance. Mr. Keech will be granted vacation time based on year two of the BVSSA agreement, with such vacation leave becoming available after six months of employment.

j. Approve the appointment of Hayden Reidy to the position of Deputy Activity Fund Treasurer for the 2026-2027 school year.

k. Approve the appointment of Elaine Dixon-Cross for additional hours as Building Principal at a daily rate of $250, effective August 1, 2026, on an as-needed basis.
l. Resolved upon the recommendation of the Superintendent, Chris Sarkis, who has initial certification in the area of Music, is hereby appointed on probation to the position of .6 Music Teacher, effective August 26, 2026, with a probationary period commencing on August 26, 2026, and anticipated to end on August 26, 2030, fingerprint clearance on file. Salary for the 2026-2027 school year will be based upon Step G BA, prorated ($31,641).
m. Approve the following substitute(s) at the current substitute(s) rate unless otherwise noted:
    i. Myla Husner, cleaner, effective July 9, 2026.
    ii. Linda Snowperry, bus aide, effective August 26, 2026, at her hourly rate.
    iii. Jacqueline Chan-Seng (certified) teacher, teacher assistant, aide & monitor, effective September 1, 2026.
n. Upon the recommendation of the Superintendent, approve the tenure-track appointment of Stephanie Omlin to the full-time 10-month position of Teacher Assistant, effective August 26, 2026, for a probationary period commencing on August 26, 2026, and anticipated to end on August 28, 2030, pending receipt of fingerprint clearance. Salary for the 2026-2027 school year will be $40,292.55. Ms. Omlin will be credited with 25.5 sick days; sick leave will be available for use only as it is earned on a prorated basis throughout the school year.
o. Upon the recommendation of the Superintendent, Jack Mather, who is pending certification, is hereby appointed to the position of Special Education Teacher for a probationary period commencing on or about August 26, 2026, and anticipated to end on or about August 26, 2030, pending receipt of fingerprint clearance. Salary for the 2026-2027 school year will be based upon Step B BA ($47,916).
p. Approve the appointment of the following employees for additional summer hours for receiving, organizing, and storing cafeteria deliveries on August 31, 2026, paid at their hourly rate:
    i. Kendra Pulisfer

Motion: CotterSaltamach Second: Carroll Yes: 6 No: 0 Abstain: 0 Accept

16. Policy

a. As recommended by Erie I Policy Services, approve the revision of policies:
    i. #3290, Operation of Motor-Driven Vehicles on District Property
    ii. #5676, Privacy and Security for Student Data and Teacher and Principal Data
    iii. #7515, Diapering and Toileting of Students in the District

Motion: CotterSaltamach Second: Broderick Yes: 6 No: 0 Abstain: 0 Accept

17. Superintendent's Update

a. Superintendent's Report - Dr. Meyer provided an update on District grants. Title and UPK grant applications are being finalized, and the IDEA application has been submitted and approved. The District was notified that it has been awarded the Extended School Day Grant, pending final funding authorization. Also

reviewed minor, non-substantive updates to the District-Wide School Safety Plan. See attached.

b. District Grants Update: ESSA, ESD, 611/619, Title I/II/IV, UPK.
c. District-Wide Safety Plan - see attached.
    i. The Superintendent recommends the approval of the District-Wide School Safety Plan (revised July 2026) as presented.

Motion: Hooper Second: Spaulding Yes: 6 No: 0 Abstain: 0 Accept

18. 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.

Stites McDaniel expressed concerns regarding the oversight of the sharing of administrative responsibilities between special education and the principal role.

19. Next Meeting

a. Board Retreat Monday, August 17, 2026.
b. Regular Meeting, Thursday, September 10, 2026, 6 PM, Mountain View Campus.

20. 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.

Motion: Spaulding Second: CotterSaltamach Yes: 1 No: 5 Abstain: 0 Reject

21. Adjournment

Time: 8:12 PM Motion: CotterSaltamach Second: Carroll 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, 2026

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Bridget Belzile, District Clerk