Boquet Valley CSD
Regular Meeting
Thursday, October 8, 2026 @ 6:00 PM
Lake View Campus - Westport, NY
Agenda

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

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**

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

5. **Attendees**
   Present:
   Visitors:

6. **Capital Project Update**
   a. BCA Architects:
   b. Dr. Rick Timbs Financial:
   c. RESOLUTION OF THE BOARD OF EDUCATION OF THE BOQUET VALLEY CENTRAL SCHOOL DISTRICT, ESSEX COUNTY, NEW YORK AUTHORIZING A SPECIAL DISTRICT MEETING ON DECEMBER 1, 2026 FOR THE PURPOSE OF VOTING ON A PROPOSITION FOR THE RECONSTRUCTION, RENOVATION AND IMPROVEMENT OF SCHOOL DISTRICT FACILITIES.

WHEREAS, the Boquet Valley Central School District (the "District") is considering undertaking a capital project within the District that involves renovations, reconstruction and improvements to its existing Middle School/High School building, the decommissioning of the current K-5 facility, construction of a 20,000 ± square foot elementary classroom addition to the existing 95,000 ± square foot Middle School/High School facility, and related site work including new and reconstructed parking areas and walkways, and upgrades to the existing on-site septic field, at an estimated total maximum cost not to exceed $33,146,000 (collectively, the "Project"); and

WHEREAS, the Board of Education of the District (the "Board of Education") seeks authorization of the duly qualified voters of the District to undertake the Project.

NOW, THEREFORE, be it resolved by the Board of Education as follows:

Section 1. The Board of Education has previously determined that the Project constitutes an "Unlisted Action" pursuant to Section 6 NYCRR Part 617 of the Regulations of the Department of Environmental Conservation of the State of New York (the "Regulations") adopted pursuant to Article 8 of the Environmental Conservation Law, as amended (the "SEQRA Act"). The Board of Education determined that the Project will not result in significant adverse impacts to the environment and, accordingly, adopted a Negative Declaration. No further environmental investigation under the SEQRA Act and Regulations is required.

Section 2. The Board of Education hereby calls a Special Meeting of the District to be held on Tuesday, December 1, 2026 at Mountain View Campus, 7530 Court Street, Elizabethtown, New York, on which date and at which time the polls shall be open between the hours of 12:00 p.m. and 8:00 p.m., local time, for the purpose of voting on the following proposition:

Proposition One
Capital Project

Shall the Board of Education (the "Board of Education") of the Boquet Valley Central School District (the "District") be authorized to undertake a capital project within the District that involves renovations, reconstruction and improvements to its existing Middle School/High School building, the decommissioning of the current K-5 facility, construction of a 20,000 ± square foot elementary classroom addition to the existing 95,000 ± square foot Middle School/High School facility, and related site work including new and reconstructed parking areas and walkways, and upgrades to the existing on-site septic field, at a combined maximum estimated cost of $33,146,000; to withdraw $6,800,000 from the District's 2024 Capital Project Reserve Fund; and to raise the sum of $26,346,000 by the levy of a tax upon the taxable property of the District, to be collected in annual installments as provided in Section 416 of the Education Law, which tax may be offset by New York State aid available therefor; and, in anticipation of such tax, shall the District be authorized to issue obligations of the District up to a maximum principal amount of $26,346,000?

Section 3. The District Clerk is hereby authorized and directed to cause the following "Notice of Special Meeting of the Boquet Valley Central School District" to be published in the *Press Republican* and *Sun Community News*, two newspapers having general circulation within the District, once each week, for four (4) weeks, within the seven (7) weeks preceding said Special District Meeting, the first publication to occur not sooner than October 13, 2026 and not later than October 17, 2026, in accordance with the provisions of Sections 2007 and 2004 of the New York Education Law; provided, however, that the District Clerk is hereby authorized, without further Board of Education action, in her discretion, in consultation with the District's legal counsel, to make non-substantive, technical amendments to the "Notice of Special District Meeting" as from time-to-time deemed necessary and to ensure compliance with applicable law.

	AYES	NAYS
Tom Broderick		
Alyssa Carroll		
Paige Cotter-Saltamach		
Darlene Hooper		
Sarah Kullman		
Debra Spaulding		
Jason Welch		

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

NOTICE OF SPECIAL MEETING
OF THE BOQUET VALLEY CENTRAL SCHOOL DISTRICT

PLEASE TAKE NOTICE that a Special Meeting of the Boquet Valley Central School District, Essex County, New York (the "District") will be held on Tuesday, December 1, 2026 between the hours of 12:00pm. and 8:00 p.m. at Mountain View Campus, 7530 Court Street, Elizabethtown, New York for the purpose of voting on the following proposition:

Proposition One
Capital Project

Shall the Board of Education (the "Board of Education") of the Boquet Valley Central School District (the "District") be authorized to undertake a capital project within the District that involves renovations, reconstruction and improvements to its existing Middle School/High School building, the decommissioning of the current K-5 facility, construction of a 20,000 ± square foot elementary classroom addition to the existing 95,000 ± square foot Middle School/High School facility, and related site work including new and reconstructed parking areas and walkways, and upgrades to the existing on-site septic field, at a combined maximum estimated cost of $33,146,000; to withdraw $6,800,000 from the District's 2024 Capital Project Reserve Fund; and to raise the sum of $26,346,000 by the levy of a tax upon the taxable property of the District, to be collected in annual installments as provided in Section 416 of the Education Law, which tax may be offset by New York State aid available therefor; and, in anticipation of such tax, shall the District be authorized to issue obligations of the District up to a maximum principal amount of $26,346,000?

NOTICE is also given that to be a "qualified voter" a person must be a citizen of the United States, at least 18 years of age, and a legal resident of the District for a period of thirty (30) days immediately prior to the December 1, 2026.

NOTICE is also given that qualified voters of the District may obtain applications for an absentee ballot from the Office of the District Clerk between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday, except holidays. A completed absentee ballot "application" must be received by the District Clerk at least seven (7) days before the December 1, 2026 vote (i.e., by November 24, 2026) if the absentee ballot is to be mailed to the voter, or the day before the December 1, 2026 vote (i.e., by November 30, 2026) if the absentee ballot is to be delivered personally to the voter. No absentee voter's "ballot" will be canvassed, unless it is received in the office of the District Clerk by 5:00 p.m. on December 1, 2026, the day of the vote. In accordance with Section 2018-a(6) of the Education Law, a listing of all persons to whom an absentee ballot is issued will be available for public inspection in the Office of the District Clerk during regular office hours until the day of the vote. Any qualified voter may, upon examination of such list, file a written challenge of the qualifications as a voter of any person whose name appears on such list, stating the reasons for such challenge. Such written challenge shall be transmitted by the District Clerk to the inspectors of election on the date of the vote.

NOTICE is also given that qualified voters of the District may obtain applications for an early mail ballot from the Office of the District Clerk. A completed early mail ballot "application" must be received by the District Clerk at least seven (7) days before the December 1, 2026 vote (i.e., by November 24, 2026) if the early mail ballot is to be mailed to the voter, or the day before the December 1, 2026 (i.e., by November 30, 2026) if the early mail ballot is to be delivered

personally to the voter. No early mail voter's "ballot" will be canvassed, unless it is received in the office of the District Clerk by 5:00 p.m. on December 1, 2026, the day of the vote. In accordance with Section 2018-e(6) of the New York Education Law, a listing of all persons as to whom an early mail ballot is issued will be available for public inspection in the Office of the District Clerk during regular office hours until the day of the vote. Any qualified voter may, upon examination of such list, file a written challenge of the qualifications as a voter of any person whose name appears on such list, stating the reasons for such challenge. Such written challenge shall be transmitted by the District Clerk to the inspectors of election on the date of the vote.

NOTICE is further given that military voters who are not currently registered may apply to register as qualified voters of the District. Military voters may request an application to register as a qualified voter from the District Clerk. Military voter registration application forms must be received in the Office of the District Clerk no later than 5:00 p.m. on November 5, 2026. In order for a military voter to be issued a military ballot, the District must have received in the office of the school district clerk a valid ballot application no later than 5:00 pm on November 5, 2026. A military voter may designate a preference to receive a military voter registration, military ballot application or military ballot by mail, facsimile transmission or electronic mail in their request for such registration, ballot application, or ballot. Such designation shall remain in effect until revoked or changed by the military voter. Ballots for military voters shall be mailed, or otherwise distributed, no later than November 6, 2026.

PLEASE TAKE FURTHER NOTICE that the Board of Education of the District has previously determined that the Project constitutes an "Unlisted Action" pursuant to Section 6 NYCRR Part 617 of the Regulations of the Department of Environmental Conservation of the State of New York (the "Regulations") adopted pursuant to Article 8 of the Environmental Conservation Law, as amended (the "SEQRA Act"). The Board of Education determined that the Project will not result in significant adverse impacts to the environment and, accordingly, adopted a Negative Declaration. No further environmental investigation under the SEQRA Act and Regulations is required.

7. Board Discussion

a. Old Business
    i. Veteran Tax Exemption:
b. New Business
    i. Committee Updates:
        1. Joint Study:
        2. Youth Commission:
        3. Policy:
    ii. Attendance:
    iii. Student Employee Progression Program:

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.

9. Introduction of New Employees - Meet & Greet Reception

a. Motion to recess the regular meeting for the New Employee Meet & Greet Reception and to reconvene at [15-minute recess], at which time the Board anticipates entering into Executive Session for the reason stated below.

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

10. Executive Session

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

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

Motion to return to regular session at _____

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

11. Ex Officio Student School Board Member Report

12. Approval of Agenda & Minutes

a. Approve the adoption of the agenda.
b. Approve the minutes of the September 10, 2026 Regular Meeting as presented.

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

13. Financials

a. Approve the following financial reports:
    i. Budget Status Report dated 10/05/2026
    ii. Warrant Report dated 09/09/2026
    iii. Payroll Distribution Report dated 09/01/2026-09/30/2026
    iv. Warrant Report dated 09/23/2026
    v. Revenue Status Report dated 10/05/2026

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

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

15. Action Items - Consent Agenda

a. Accept and approve the agreement for Bond Counsel Services as presented from Bond Schoeneck & King.
b. Accept and approve the Use of Facilities Agreement for School-Based Satellite Clinic for Outpatient Mental Health Services with Essex County Mental Health Department as presented.
c. Approve the updated Athletic Placement Process (APP) as presented.

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

16. Personnel - Consent Agenda

a. Approve the appointment of Dr. John Gratto as interim Principal at the Mountain View Campus, effective September 14, 2026, and anticipated to end on or about November 16, 2026, at a daily rate of $650, with fingerprint clearance on file.
b. Approve the appointment of the following employee(s) to serve as tutor(s) at an hourly rate of $57.88 for the 2026-27 school year per the BVFT Agreement:
    i. Ellen Kiely
c. 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. Rhonda Sloper
    ii. Julie Bisselle
    iii. Lily Whalen
    iv. Sam Meachem-Hughes
    v. Amy Welch
    vi. Peg Staats
    vii. Stites McDaniel
d. Approve the following substitute(s) at the current substitute(s) rate unless otherwise noted:
    i. Katheryn Steward, (uncertified) teacher, teacher assistant, aide & monitor, effective October 9, 2026, pending fingerprint clearance.
e. Upon the recommendation of the Superintendent, Paul Buehler, who is permanently certified in Physical Education, is hereby appointed to the position of Physical Education Teacher for a probationary period commencing on or about September 28, 2026, and anticipated to end on or about September 28, 2029; fingerprint clearance on file. Salary for the 2026-2027 school year will be based upon Step Z +36 ($89,583.44).
f. Approve the following extra-curricular appointments and stipends per the current BVFT Agreement for the 2026-27 school year:
    i. Game Chaperone (fall/spring) - Jeanie Dickerson
    ii. Boys Baseball Modified - Kevin Bouchard-Hall
    iii. Volunteer Asst. Boys JV Basketball Coach (no stipend) - Eric Roselli
    iv. Game Timer - Ashley Duke
    v. Yearbook Co-Advisor - Zoe Brugger
    vi. Senior Play Advisor - Diana George
g. Approve the appointment of the following employee(s) as Mentor(s) paid at a rate indicated by the BVFT Agreement for the 2026-27 school year:
    i. Kelsey Marvin
h. Upon the recommendation of the Superintendent, Jenifer Jensen, who is initially certified in the School Building Leader area, is hereby appointed on probation to

the position of K-12 School Building Leader for a probationary period commencing on or about November 16, 2026, and anticipated to end on or about November 16, 2030, at a salary of $95,000 (prorated) for the 2026-2027 school year pending receipt of fingerprint clearance.

i. Approve the following permanent civil service position appointments:
    i. Cara Graves, school nurse, effective September 30, 2026.
j. Approve the appointment of Heather Olson to the position of Building Substitute for the 2026-2027 school year at a daily rate of $150.00, fingerprint clearance on file.
k. Upon the recommendation of the Superintendent, Laura McDaniel, who is professionally certified in the Speech and Language Disabilities area, is hereby appointed on probation to the position of Speech-Language Pathologist for a probationary period commencing on or about November 9, 2026, and anticipated to end on or about November 9, 2030, pending fingerprint clearance. Salary for the 2026-2027 school year will be based upon Step O +60 ($70,124).

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

17. Policy

a. As recommended by Erie I Policy Services, approve the following policy revisions:
    i. #5670 Records Management
    ii. #6411 Use Of Email In The District

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

18. Administrator/Director Report

a. Lake View Principal, Lee Kyler:

19. Superintendent's Update

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

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.

21. Next Meeting

a. Regular Meeting, Monday, November 16, 2026 at the Mountain View Campus.

22. Executive Session

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

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

23. Adjournment

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