

**Boquet Valley CSD
Special Meeting**

**Wednesday, August 28, 2019 - 8:00 AM
Conference Room Lake View Campus
25 Sisco Street Westport, NY 12993**

OFFICIAL MINUTES

1. Call to Order **At:** 8:00 AM **By:** President Mero

2. Pledge of Allegiance

3. Roll Call

[X]Karin DeMuro [X]Dina Garvey [X]Alan Jones [X]Sarah Kullman
[X]Philip Mero [X]Heather Reynolds [A]Suzanne Russell

4. Attendees

Present: Joshua Meyer, Superintendent Visitors: None
 Jana Atwell, District Clerk

5. 2019-2020 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 2019-2020 school year a sum not to exceed \$7,291,850.

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 (form for equalizing taxes):

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

September 1, 2019 - September 30, 2019	No Penalty
October 1, 2019 - October 31, 2019	2% Penalty
November 1, 2019	3% 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 of 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 \$603,027 from the total approximate fund balance of \$4,379.935 thereby applying \$486,080 to the reduction of the tax levy.

BE IT ADDITIONALLY RESOLVED AS FOLLOWS, to the Collector of Boquet Valley Central School District, town(s) of Chesterfield, Elizabethtown, Essex, Lewis and Westport, County of Essex, New York State, your are commanded:

1. To give notice and start collection on September 1, 2019 (in accordance with provisions of section 1322 of the Real Property Tax Law).
2. To give notice that the tax collection will end on November 1, 2019.
3. To collect taxes in the amount of \$7,291,850 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 and as approved by the voters at the annual meeting to collect taxes in the amount of \$40,000 for the public libraries and to turn over to the Westport Library Association \$15,000, to the Wadhams Free Library \$7,000 and to the Elizabethtown Library Association \$18,000.
4. To make no changes or alterations in the tax warrant or the attached tax rolls but shall return the same to the Board of Education. The Board may recall its warrant and tax roll for correction of errors or omission in accordance with the provision of section 553 of the Real Property Tax Law.
5. To forward by mail to each owner of real property listed on the tax rolls within ten days after the start of collection a statement of taxes due on his property on pressed-numbered tax bill forms provided by the school district in accordance with the provisions of section 922 of the Real Property Tax Law. To forward by mail, without interest penalties to the office of the County Treasurer, a detailed tax bill of all state land parcels liable for taxes on the school tax rolls in accordance with the provisions of section 540 and 5445 of the Real Property Tax Law.
6. To receive from each of the taxable corporations and natural persons that sum listed on the attached tax rolls without interest penalties where such sums are paid before the end of the first month of tax collection. To add 2% interest penalties to all taxes collected during the second month of the tax collection and to add 3% interest penalties to all taxes collected during

any part of the third month of the tax collection period to account for such as income due to the school district.

7. To issue press-number 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.
8. To promptly return the warrant at its expiration and if any taxes on the attached tax rolls shall be unpaid at that time, deliver an accounting on forms showing by town the total assessed valuation, tax rate, and total tax levy, the total amounts 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 the dates stated above unless a renewal or extension has been endorsed on the face of this warrant in writing with section 1318, subdivision 2 of the Real Property Tax Law.

Motion: Alan Jones Second: Dina Garvey Yes: 6 No: 0 Abstain: 0

Accept

6. Personnel - Consent Agenda

- a. Accept the resignation as submitted by Linda Adams from her position as Food Service Helper effective with the 2019-20 school year.
- b. Accept the resignation as submitted by Tricia Fields from her position as Cafeteria Manager effective with the 2019-20 school year.
- c. Resolved upon the recommendation of the Superintendent, Jennifer Peck, who is provisionally certified in the School Counselor area, is hereby appointed to the position of School Counselor tenure area for a probationary period commencing September 1, 2019 and anticipated to end on June 30, 2023. Salary for the 2019-20 school year is \$54,722.80 based on step 6 \$48,046 and 20 credit hours \$6,676.80 (WEA current contract) pending receipt of fingerprint clearance.
- d. Resolved upon the recommendation of the Superintendent, Derek Payne, who is permanently certified in the School Counselor area, is hereby appointed to the position of School and Career Counselor (School Counselor) tenure area for a probationary period commencing September 1, 2019 and anticipated to end on June 30, 2023. Salary for the 2019-20 school year is \$51,735.80 based on step 3 \$45,059 and 20 credit hours \$6,676.80 (WEA current contract) pending receipt of fingerprint clearance.
- e. Resolved upon the recommendation of the Superintendent, Ashley Hooper, who is initially certified in the 5-9 and 7-12 Biology area, is hereby appointed to the position of Science Teacher (Biology) tenure area for a probationary period commencing September 1, 2019 and anticipated to end on June 30, 2023. Salary for the 2019-20 school year is \$51,053.60 based on step 4 \$46,046 and 15 credit hours \$5,007.60 (WEA current contract) pending receipt of fingerprint clearance.

- f. Resolved upon the recommendation of the Superintendent, Leighann Greene, who is professionally certified in the Early Childhood (Birth-Grade 2) area, is hereby appointed to the non-probationary position of long-term substitute to replace Deb Egglefield, effective September 3, 2019 to terminate on approximately November 1, 2019. This service will not be credited toward tenure. The daily rate of pay will be \$212.61 based on a salary of \$42,522 for B+36 step 4 (Elizabethtown-Lewis Teacher's Association current contract).
- g. Approve the appointment of Elizabeth Otto to the full-time 10 month position of Building Substitute (Lake View Campus) at a daily rate of \$85.00 (with the option to obtain the bronze health insurance plan) effective September 3, 2019 pending receipt of fingerprint clearance.
- h. Approve the appointment of Lily Whalen to the position of long-term substitute Special Education teacher at a daily rate of \$125.00 effective September 3, 2019 through approximately December 2, 2019.
- i. Approve the appointment of Hedy Merrihew to the position of long-term substitute Special Education teacher at a daily rate of \$125.00 effective September 3, 2019 through approximately January 24, 2020.
- j. Approve the appointment of Kelley Mcgrath to the full-time 10 month civil service position of cook at an hourly rate of \$15.28 effective September 3, 2019 with a 120 day probationary period commencing September 3, 2019 and anticipated to end on March 17, 2020 pending receipt of fingerprint clearance.
- k. Approve the appointment of David Murcraay to the full-time 12 month civil service position of maintenance person/bus driver at an hourly rate of \$16.19 effective August 27, 2019 with a 120 day probationary period commencing August 27, 2019 and anticipated to end on February 21, 2010.
- l. Approve the appointment of Irvin (Sonny) Calkins to the full-time 12 month civil service position of maintenance person/bus driver at an hourly rate of \$14.50 (increasing to \$16.19 upon completion of bus driving requirements) effective September 9, 2019 with a 120 day probationary period commencing September 9, 2019 and anticipated to end on March 4, 2020 pending receipt of fingerprint clearance.
- m. Approve the appointment of Stephanie Booth to the full-time 10 month civil service position of cook manager at an hourly rate of \$18.65 effective September 3, 2019 with a 120 day probationary period commencing September 3, 2019 and anticipated to end on March 17, 2020.
- n. Approve the appointment of Patti Stevens to the position of substitute clerical at an hourly rate of \$11.10, substitute teacher aide at a daily rate of \$77.70 and substitute food service helper at an hourly rate of \$11.10 effective August 29, 2019.
- o. As a result of contractual pay increases, amend the hourly rate of pay retroactive to July 8, 2019 for the following employees hired for the part-time six week summer positions as follows:
 - i. Melissa Pierce from \$16.52 to \$17.06
 - ii. Brad Eggleifield from \$11.15 to \$11.89
 - iii. Sally Duso from \$12.14 to \$12.54

- p. Approve the appointment of the following mentors for the 2019-20 school year at an annual stipend of \$931.00 (current WEA contract):
- i. Erica Loher - Math Teacher, Allison Morrow
 - ii. Julie Bisselle - Guidance Counselor, Jennifer Peck
 - iii. Sarah Rice - School and Career Counselor, Derek Payne
 - iv. Zoe Brugger - Art Teacher, Jennifer Barber
 - v. Kaitlin Fielder - Science Teacher, Ashley Hooper

Motion: Karin DeMuro Second: Heather Reynolds Yes: 6 No: 0 Abstain: 0

Accept

7. **Next Meeting** Regular Meeting Thursday, September 12, 2019 6:00 PM Mountain View Campus Conference Room

8. **Adjournment**

Time: 8:13 AM Motion: Karin DeMuro Second: Dina Garvey

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

Date approved by the BOE: September 12, 2019

Jana Atwell, District Clerk