

- a. (#5) To discuss collective negotiations pursuant to article 14 of the Civil Service Law (the Taylor Law) with the Boquet Valley bargaining units, and
- b. (#6) to discuss the medical, financial, credit or employment history of a particular person or persons.

In: 6:08 PM Motion: Karin DeMuro Second: Dina Garvey Yes: 6 No: 0 Abstain: 0
Accept

Out: 7:34 PM Motion: Alan Jones Second: Heather Reynolds Yes: 6 No: 0 Abstain: 0
Accept

No action taken.

Motion to return to regular session at 7:35 PM by Heather Reynolds, second by Dina Garvey.
Motion carried.

8. Election of Officers and Oaths of Offices

- a. The District Clerk called for nominations for President of the Board of Education for the 2020-21 school year.
 - i. Motion to nominate Philip Mero made by Alan Jones.
 - ii. Any further nominations? No
 - iii. Close nominations.
 - iv. Resolved that Philip Mero be appointed to the position of Board of Education President for the 2020-21 school year.

Motion: Dina Garvey Second: Karin DeMuro Yes: 6 No: 0 Abstain: 1-Mero
Accept

- b. The District Clerk administered the oath of office to the newly elected President.
- c. The President called for nominations for the Vice President of the Board of Education for the 2020-21 school year.
 - i. Motion to nominate Alan Jones made by Heather Reynolds.
 - ii. Any further nominations? No
 - iii. Close nominations
 - iv. Resolved that Alan Jones be appointed to the position of Board of Education Vice President for the 2020-21 school year.

Motion: Heather Reynolds Second: Karin DeMuro Yes: 5 No: 0 Abstain: 1-Jones Accept

- d. The District Clerk administered the oath of office to the newly elected Vice President.
- e. The District Clerk administered the School Board Member Code of Ethics to Board Members.

9. Appointment of School Officers and Board Representatives

- a. Resolved that the Superintendent recommends to the Board of Education the appointment of the following school officers of the Board of Education for the 2020-21 school year:
- i. Chief School Officer - Joshua Meyer
 - ii. District Treasurer - Sharlene Petro-Durgan (as a component of the Shared Business Office Cross Contract with Franklin-Essex-Hamilton (FEH) BOCES)
 - iii. Internal Claims Auditor - Judy French (no additional compensation)
 - iv. Backup Internal Claims Auditor: Abbey Cramer (no additional compensation)

Motion: Alan Jones Second: Karin DeMuro Yes: 6 No: 0 Abstain: 0

Accept

- b. Resolved that the Superintendent recommends to the Board of Education the appointment of the following Board of Education representatives for the 2020-21 school year:

MEMBERSHIP	BOARD MEMBER(S)
Crary Foundation	N/A
Joint Study	1.Karin DeMuro 2.Heather Reynolds
NYSSBA Voting Delegate	Phil Mero
Policy Committee	1.Dina Garvey 2.Sue Russell 3.Heather Reynolds
Youth Commission (Elizabethtown)	Sarah Kullman
Youth Commission (Westport)	Sue Russell

Motion: Heather Reynolds Second: Alan Jones Yes: 6 No: 0 Abstain: 0

Accept

10. Additional Appointments

- a. Resolved that the Superintendent recommends to the Board of Education the appointment of the following individuals/organizations to the specified positions/designations for the 2020-21 school year:

EMPLOYEE/ORGANIZATION	POSITION
Harris Beach, PLLC	School Attorney: \$200/hour Librarian, Clerks & Paralegals \$110/hour
Stafford, Owens, Piller, Murnane, Kelleher & Trombley, PLLC	School Attorney: \$195/hour Paralegals: \$85/hour
R. G. Timbs, Inc.	Municipal Finance Consultant

Bond, Schoeneck & King	Bond Counsel as needed
Northern Insuring	Insurance Consultant
Telling & Associates, CPA, PC	Independent Auditor: \$13,300 for fiscal year ending 6/30/21 \$13,300 for fiscal year ending 6/30/22
The University of Vermont Health Network Elizabethtown Community Hospital	School Physician: \$9,000 Urine drug screen: \$49/employee
School Tax Collector	Debra Brooks: \$10,000
Franklin-Essex-Hamilton (FEH) BOCES	Purchasing Agent, Worker's Compensation Coordinator
Board of Education	Audit Committee
Superintendent	Records, Management Officer, Legislative Liaison to NYSSBA, Records Access Officer, Designated Education Official (DEO), Chief Information Officer, HIPAA Compliance Privacy Official, Hearing Official for Participation in the Federal Child Nutrition Program, Member of the CEWW Health Insurance Consortium Board of Directors & Trustee, Qualified Lead Evaluator of Principals
District Clerk/Confidential Secretary to the Superintendent	Fingerprinting Coordinator, Public Records Access Office, Staff Attendance Record Keeper
Principal(s)	Title IX Coordinators, Designated Education Officials, Homeless Liaisons, Homeschooling Coordinators, District Data Privacy Officers (DEO), Qualified Lead Evaluators of Classroom Teachers
Director of Student Support Services	ADA Coordinator, 504 Coordinator, Pre- K Coordinator, Medicaid Compliance Officer, Qualified Lead Evaluator of Classroom Teachers, Committee on Special Education (CSE) & Committee on Preschool Special Education (CPSE) Chairperson
Director of Facilities	Pesticide Control Officer, Asbestos Designee, Chemical Hygiene Officer, CO-VID Safety Officer
School Counselors	DASA Coordinators, K-12 Suicide Prevention Coordinators
	Chief Information Officer/Data

Confidential Secretary	Warehouse Coordinator
NERIC	Chief Information Officer/Data Warehouse Coordinator
School Nurses	Attendance Officers
Secretary to Guidance Department	Reviewing and Verification Official for participation in the Federal Child Nutrition Program

Motion: Alan Jones Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0

Accept

- b. Resolved that the Superintendent recommends to the Board of Education the re-appointment of all current substitutes and the approval of the substitute rates as listed for the 2020-21 school year:

SUBSTITUTE POSITION	HOURLY/DAILY	CURRENT RATE OF PAY
Teacher, Teacher Assistant, Teacher Aide (certified)	Daily	\$90.00
Teacher, Teacher Assistant, Teacher Aide (non-certified)	Daily	\$82.60
Monitor	Daily	\$76.70
Nurse	Daily	\$82.60
Food Service Helper	Hourly	\$11.80
Clerical	Hourly	\$11.80
Cleaner	Hourly	\$11.80
Bus Driver	Hourly	\$15.00
Long Term Non-Certified Substitute Teacher (0 - 10 weeks)	Daily	\$125.00
Long Term Certified Substitute Teacher (1 - 10 weeks)	Daily	\$175.00
Long Term Non-Certified Substitute Teacher (11 - 20 weeks)	Daily	\$150.00
Long Term Certified Substitute Teacher (11 - 20 weeks)	Daily	\$200.00

Motion: Dina Garvey Second: Karin DeMuro Yes: 6 No: 0 Abstain: 0

Accept

11. Designations

- a. Resolved that the Superintendent recommends to the Board of Education the following designations for the 2020-21 school year:
 - i. Champlain National Bank, New York Liquid Assets Fund and Bank of New York (NYCLASS) of White Plains, NY as the official bank depositories,
 - ii. Press Republican and the Sun Community News as the official newspapers, and
 - iii. To establish official bulletin board locations at both the Lake View Campus and Mountain View Campus.
- b. Resolved that the Superintendent recommends to the Board of Education the regular monthly Board of Education meetings begin at 6:00 PM unless otherwise noted and to establish the following meeting dates for the 2020-21 school year:

BOE MEETING DATE	TYPE	CAMPUS
August 13, 2020	Regular	Lake View
September 10, 2020	Regular	Mountain View
October 8, 2020	Regular	Lake View
November 12, 2020	Regular	Mountain View
December 10, 2020	Regular	Lake View
January 14, 2021	Regular	Mountain View
January 28, 2021	Budget	Mountain View
February 11, 2021	Regular	Lake View
February 25, 2021	Budget	Lake View
March 11, 2021	Regular	Mountain View
March 25, 2021	Budget	Mountain View
April 15, 2021	Regular	Lake View
May 11, 2021	Public Budget Hearing & Regular	Mountain View
May 18, 2021	Annual Budget Vote & Election	Mountain View
June 10, 2021	Regular	Lake View
July 8, 2021	Reorganization & Regular	Mountain View

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

12. School Board Memberships

- a. Resolved that the Superintendent recommends to the Board of Education that the District will hold the following memberships for the 2020-21 school year:
 - i. New York State School Board Association (NYSSBA)
 - ii. Essex County School Boards Association
 - iii. Rural Schools Association

Motion: Karin DeMuro Second: Dina Garvey Yes: 6 No: 0 Abstain: 0

Accept

13. Authorizations

- a. Resolved that the Superintendent recommends to the Board of Education the following as specified for the 2020-21 school year:
 - i. Superintendent to be responsible for:
 - 1. Certifying payroll,
 - 2. Signing any and all checks on behalf of the District in the absence of the District Treasurer,
 - 3. Approving conferences, conventions, and workshop attendance if there is a financial obligation in order to attend and it has been deemed appropriate and identified as consistent with District goals and priorities for continuous improvement by a Principal,
 - 4. Approving budget transfers,
 - 5. Signing all applications and forms required for federal programs and grants,
 - 6. Approving the community use of school facilities and school vehicles, and equipment loaning requests consistent with District policy,
 - 7. Advertising for employment vacancies,
 - 8. Use of the District credit card, and
 - 9. Appointing well-qualified teachers, administrators and staff until the Board of Education has the opportunity to meet and make a decision of a proposed employee, provided the Board makes a final decision on the provisional appointment within thirty (30) days.
 - ii. Principals to be responsible for:
 - 1. Certifying payroll in the absence of the Superintendent, and
 - 2. Approving conferences, conventions, and workshop attendance if appropriate and identified as consistent with District goals and priorities for continuous improvement.
 - iii. Secretary to Principals (Lake View and Mountain View Campuses) to maintain a \$100 Petty Cash Fund.
 - iv. Central Treasurer and the Superintendent or Principal (in the absence of the Superintendent) to sign Extra-Classroom Activity Fund checks.

Motion: Karin DeMuro Second: Alan Jones Yes: 6 No: 0 Abstain: 0

Accept

14. Bonding of Personnel

- a. Resolved that the Superintendent recommends to the Board of Education the bonding of particular employees as follows:

EMPLOYEE	AMOUNT
School Tax Collector	\$2,750,000
District Treasurer	\$1,000,000
Deputy Treasurer	\$1,000,000
Internal Claims Auditors	\$250,000
Superintendent	\$25,000
Principals	\$25,000
District Clerk	\$25,000
Central Treasurer	\$25,000
Cafeteria Manager	\$25,000
All Employees	\$25,000

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

15. Cooperative Purchasing

- a. Resolved that the Superintendent recommends to the Board of Education participation in the following cooperating purchasing agreements for the 2020-21 school year:
- i. St. Lawrence/Lewis BOCES Cooperative Purchasing Program in accordance with the guidelines set forth in the “Cooperative Purchasing Agreement”, and
 - ii. New York/Island Cooperative Bid Program with the Clarkstown CSD serving as lead agency, and Educational Data Services serving as the Administrative Agent, in accordance with guidelines set forth in the associated “Cooperative Purchasing Agreement”.

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

16. Impartial Hearing Officers

- a. Resolved that the Superintendent recommends to the Board of Education that the Board President or Vice President be designated as having the power to appoint an impartial hearing officer who has been selected in accordance with the Regulations of the Commissioner of Education on behalf of the Board of Education for the 2020-21 school year.

Motion: Karin DeMuro Second: Dina Garvey Yes: 6 No: 0 Abstain: 0 Accept

17. Other

Please message a comment through the comment section of the WebEx meeting. Please provide your name and address. Your comment will be directed to and read by the Superintendent. Opinions, ideas and concerns that are offered by the public will be considered and taken under advisement.

Floor opened for public comment, none voiced.

4. Financials

- a. Approve the following financial reports:
 - i. Warrant 11D dated 5/28/20
 - ii. Warrant 12A dated 6/4/20
 - iii. Warrant 12B dated 6/10/20
 - iv. Warrant 12C dated 6/17/20
 - v. Warrant 12D dated 6/24/20
 - vi. Warrant 1A dated 7/1/20

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

5. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #007-14-15, 1331, 12424 x2, 1206, 540, 1151, 632, 370, 007-13-14, 12420, 001-16-17, 1349, 12419, 12415, 518, 1168 and 1088.

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

6. Action Items - Consent Agenda

- a. Approve the disposal of an obsolete laminator located in room 118 LVC (asset tag #A00019286),
- b. Approve the agreement between Boquet Valley CSD and The University of Vermont Health Network Elizabethtown Community Hospital for registered professional nurse coverage at a rate of \$325.00 per day as needed for the 2020-21 school year.
- b. Approve the CV-TEC Adult Education and Safety Education Sponsorship Agreement (CO-SER 103 adult education and CO-SER 401 accident prevention/pre-licensing) allowing CVES to continue to offer education programming in the CVES catchment area during the 2020-21 school year.
- c. Approve the agreement between Boquet Valley CSD and Anne Kuhl, an independent contractor, to provide Orientation and Mobility (O&M) services and/or as needed Teacher of the Visually Impaired (TVI) services commencing on September 1, 2020 and terminating August 31, 2021 at an hourly rate of \$100.00 for service time and all meetings attended (this amount will include mileage).
- d. Upon recommendation of the Superintendent the Board of Education shall approve the following resolution regarding increase in budget for tax Certiorari: WHEREAS, the Board of Education of the Boquet Valley Central School District, Essex County, NY desires to increase the appropriations set forth in the 2020-2021 School Budget to fund contingent expense of payment for tax certiorari for William T. McCutcheon (\$7,263.73) on July 9, 2020, Board of Education meeting

and,

WHEREAS, a Board of Education is empowered to appropriate whatever additional amounts are necessary to pay contingent expenses when the amount in the approved budget is inadequate;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of the School District as follows:

Section 1. The budgetary appropriation for the following contingent expense is hereby increased as follows:

A1964-400-01-000 Refund on Real Property \$7,263.73

Section 2. The increase in the appropriation listed in Section 1 of this resolution shall be funded by the following:

A864.00 Tax Certiorari Reserve \$7,263.73.

- e. Resolved that the Superintendent recommends the acceptance of the bid as submitted by Egglefield Ford for the purchase of a 2020 or newer 7 passenger minivan as approved by the Boquet Valley CSD taxpayers on June 16, 2020 in the amount of \$27,176.00.
- f. Approve the 2020-2021 Public Reporting Calendar as prepared by Superintendent Meyer.
- g. Resolved that the Superintendent recommends to the Board of Education the approval of the Teacher Staff resolutions:
 - i. WHEREAS, the Board of Education of the Boquet Valley Central School District, Essex County, NY desires to increase the appropriation set forth in the 2020-21 School Budget to fund contingent expense of payment for sick leave for Julie Rascoe up to \$9,524.05 and,

WHEREAS, a Board of Education is empowered to appropriate whatever additional amounts are necessary to pay contingent expenses when the amount in the approved budget is inadequate;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the School District as follows:

Section 1. The budgetary appropriation for the following contingent expense is hereby increased as follows:

A2250-150-02-0000 Teacher Salaries Special Education \$9,524.05

Section 2. The increase in the appropriation listed in Section 1 of this resolution shall be funded by the following:

A867.00 Employee Benefit Accrued Liability Reserve (EBALR) \$9,524.05

- ii. WHEREAS, the Board of Education of the Boquet Valley Central School District, Essex County, NY desires to increase the appropriation set forth in the 2020-21 School Budget to fund contingent expense of payment for sick leave for Susan Plumadore up to \$7,928.25 and,

WHEREAS, a Board of Education is empowered to appropriate whatever additional amounts are necessary to pay contingent expenses when the amount in the approved budget is inadequate;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the School District as follows:

Section 1. The budgetary appropriation for the following contingent expense is hereby increased as follows:

A2250-150-02-0003 Teaching Assistant Special Education \$7,928.25

Section 2. The increase in the appropriation listed in Section 1 of this resolution shall be funded by the following:

A867.00 Employee Benefit Accrued Liability Reserve (EBALR) \$7,928.25

Motion: Karin DeMuro Second: Alan Jones Yes:6 No: 0 Abstain: 0 Accept

7. District Plans - Response to Intervention and Special Education

- a. The Superintendent recommends the approval of the District Plans as submitted:
 - i. Response to Intervention District Plan
 - ii. Special Education District Plan

Motion: Heather Reynolds Second: Dina Garvey Yes: 6 No: 0 Abstain: 0 Accept

8. Personnel - Consent Agenda

- a. Approve the appointment of Judy Kingsley to the permanent part-time civil service position of Food Service Helper effective May 12, 2020.
- b. Approve the appointment of Lisa Whalen to the permanent full-time civil service position of Teacher Aide effective June 17, 2020.
- c. Approve the appointment of Amy Calkins to the permanent full-time civil service position of cleaner effective July 2, 2020.
- d. Approve the appointment of Karen Keech to the stipend position of Deputy Treasurer for the 2020-21 school year at an annual salary (upon ratification and approval) per the Boquet Valley Support Staff Association contract.
- e. Approve the personal service agreement as presented for Bridget Belzile, Confidential Secretary/Deputy District Clerk effective July 1, 2020 to June 30, 2022.
- f. Approve the personal service agreement as presented for Jana Atwell, Confidential Secretary to Superintendent/District Clerk effective July 1, 2020 to June 30, 2021. - **Tabled**
- g. Approve the Agreement between the Superintendent and Boquet Valley CSD and the Boquet Valley Support Staff Association effective July 1, 2020 through June 30, 2024.
- h. Approve the Amendment to the Superintendent's Employment Agreement as presented for Joshua Meyer effective July 1, 2020 through June 30, 2024.
- i. Approve the following extra-curricular appointments and stipends per the current ELTA contract or the WEA contract, as applicable, for the 2020-21 school year provided that payment of such stipend are contingent upon students returning to regular in-person school learning and the sport team engages in activities as it traditionally has in past school years. Should either of these contingencies not be met, the stipend shall not be paid.
 - i. Boys' Varsity Soccer Coach - Evan George
 - ii. Boys' Modified Soccer Coach - Paul Buehler
 - iii. Assistant Boys' Varsity & Modified Soccer Coach - Jason Fiegl

- iv. Boys' Varsity Basketball Coach - Colby Pulsifer
- v. Modified Baseball Coach - Tom Smith
- vi. Girls' Modified Soccer Coach - Keith Lobdell
- vii. Girls' Varsity Soccer coach - Aubrey Pulsifer
- viii. Athletic Coordinator - Paul Buehler
- ix. Game Timer (soccer) - Carol Schwoebel - **Tabled**
- x. Basketball Chaperone - Marci Oliver - **Tabled**
- xi. Basketball Chaperone - Lisa Whalen - **Tabled**
- xii. Music Ensemble I (jazz band) - Heather Olson - **Tabled**
- xiii. Music Ensemble III (elementary chorus) - Kerry Mero - **Tabled**
- xiv. Talent Show Co-Advisor - Julie Bisselle - **Tabled**
- xv. Talent Show Co-Advisor - Heather Olson - **Tabled**
- xvi. End of Year Slideshow Advisor - Tonya Lackey - **Tabled**
- xvii. Band Director - Heather Olson - **Tabled**
- xviii. Detention Monitor - Cathy Brankman - **Tabled**
- xix. Activity Fund Treasurer - Heather Olson - **Tabled**
- xx. Yearbook Advisor - Julie Bisselle - **Tabled**
- xxi. Quiz Bowl Advisor - Jay Fiegl - **Tabled**
- xxii. FBLA Advisor - Tonya Lackey - **Tabled**
- xxiii. 7th Grade Advisor - Cathy Brankman - **Tabled**
- xxiv. 8th Grade Advisor - Allison Morrow - **Tabled**
- xxv. Freshman Advisor - Sarah Rice - **Tabled**
- xxvi. Sophomore Co-Advisor - Kristin Fiegl - **Tabled**
- xxvii. Sophomore Co-Advisor - Julie Bisselle - **Tabled**
- xxviii. Junior Class Advisor - Julie Bisselle - **Tabled**
- xxix. Junior Class Advisor - Zoe Brugger - **Tabled**
- xxx. Senior Class Advisor - Julie Bisselle - **Tabled**

Motion: Karin DeMuro Second: Alan Jones Yes: 6 No: 0 Abstain: 0 Accept

9. Policy - None at this time

10. Superintendent's Update

- a. BCA Architects - Architects Mike Harris and Taylor Wolf were introduced to the Board and provided a general overview of the timeline and phases of a potential building project if approved by the qualified voters of the District.
- b. Mission, Vision, Core Values & Goals
 - i. Resolved that the Superintendent recommends to the Board of Education the approval of the BVCS D Mission, Vision, Core Values and Goals as presented. (See attached)

Motion: Karin DeMuro Second: Dina Garvey Yes: 6 No: 0 Abstain: 0 Accept

- c. Superintendent Meyer stated that plans to reopen schools for the 2020-21 school year must be submitted to the State Education Department by July 31, 2020. It is anticipated that districts will hear from the Governor the first week in August.

11. Public Comment

- a. A virtual public comment section is being offered this evening. A period of 15 minutes will be provided giving any meeting attendees time to share their thoughts with the Board of Education. Please message a comment through the comment section of the WebEx meeting. Please provide your name and address. Your comment will be directed to and read by the Superintendent. Opinions, ideas and concerns that are offered by the public will be considered and taken under advisement.

Floor was opened for public comment, none voiced.

12. Executive Session - N/A

Specifically, the Board anticipates entering Executive Session for the following reasons:

- a. (#5) To discuss collective negotiations pursuant to article 14 of the Civil Service Law (the Taylor Law) with the Boquet Valley bargaining units, and
- b. (#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

13. Next Meeting

- a. Regular Meeting August 13, 2020 6:00 PM at the Lake View Campus Westport

14. Adjournment

Time: 8:57 PM Motion: Heather Reynolds Second: Dina Garvey Motion carried.

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

Date approved by the BOE: August 13, 2020

Jana Atwell, District Clerk