

Boquet Valley CSD
Regular Meeting
Thursday, March 12, 2020 @ 5:30 PM
Conference Room - Mountain View Campus
Elizabethtown, NY 12993

OFFICIAL MINUTES

1. **Call to Order** At: 5:30 PM By: President Mero

2. **Pledge of Allegiance**

3. **Roll Call**

[X]Karin DeMuro-exited 6:28 PM [X]Dina Garvey [X]Alan Jones [X]Sarah Kullman
[X]Philip Mero [X]Heather Reynolds [A]Suzanne Russell

4. **Executive Session**

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: 5:30 PM Motion: Alan Jones Second: Karin DeMuro Yes: 6 No: 0 Abstain: 0
Accept

Out: 6:28 PM Motion: Heather Reynolds Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0
Accept

- c. Reconvene to regular session at 6:34 PM

Motion: Alan Jones Second: Heather Reynolds Yes: 5 No: 0 Abstain: 0
Accept

5. **Attendees**

Present: Joshua Meyer, Superintendent

Jana Atwell, District Clerk

Sharlene Petro-Durgan, District Treasurer

Visitors: Hedy Merrihew

Alvin Reiner

Ben Goff

Robyn LePage

Karen Brown

Elissa Duso

Sally Wachowski

Debra Spaulding

6. Approval of Minutes

- a. Approve the minutes of the regular meeting held on February 13, 2020 and Budget Meeting held on February 27, 2020.

Motion: Sarah Kullman Second: Dina Garvey Yes: 5 No: 0 Abstain: 0 Accept

7. Public Comment

- a. Our agenda offers two Public Comment sections, one at the beginning of the meeting and one at the end of the meeting. At this time, we have set aside a 15 minute period giving anyone in the audience time to share their thoughts with us. Please raise your hand and be acknowledged by the Board President. When called upon, please identify yourself and give your address, limiting your comments to three minutes. Opinions, ideas and concerns that are offered by the public will be considered and taken under advisement.

Robyn LePage, Elementary Teacher MVC, asked several questions concerning decisions to change the facility groupings with the elementary move to the Lake View Campus and if the decisions could be reconsidered.

Sally Wachowski, Elementary Teacher MVC, stated that she had concerns regarding adherence to Commissioner regulations after visiting the Lake View Campus.

8. Financials

- a. Approve the following financial reports:
 - i. Warrant 8A dated 2/5/20
 - ii. Warrant 8B dated 2/12/20
 - iii. Warrant 8C dated 2/26/20
 - iv. Warrant 9A dated 3/4/20
 - v. Revenue Status Report School Lunch Fund as of 2/29/20
 - vi. Budget Status Report School Lunch Fund as of 2/29/20
 - vii. Revenue Status Report General Fund as of 2/29/20
 - viii. Budget Status Report General Fund as of 2/29/20
 - ix. Budgetary Transfer Report 2/1/20 - 2/29/20
 - x. Multi-Fund Bank Account Reconciliation as of 2/29/20
 - xi. Treasurer's Report for Multi-Fund Month of February 2020
 - xii. Payroll Bank Account Reconciliation as of February 29, 2020
 - xiii. Debt Service Bank Account Reconciliation as of 2/29/20
 - xiv. Capital Project Bank Account Reconciliation as of 2/29/20
 - xv. Extraclassroom Bank Account Reconciliation as of 2/29/20
 - xvi. Financial Statement of Extraclassroom Activity Fund 2/1/20-2/29/20
 - xvii. Cafeteria Profit & Loss Statement July 2019 - February 2020
 - xviii. 2019-20 Cash Flow Report July 2019 - February 2020
 - xix. Fund Balance Projection 2019-20 as of 2/29/20

Motion: Alan Jones Second: Dina Garvey Yes: 5 No: 0 Abstain: 0 Accept

9. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #1375, 670, 12415, 12372, 518, 1128, 725, 2437, 2634, 370, 1574, 1247, 11005, 11006, 12383, 1214, 772, 2099, 735, 1342, 8796, 1189, 006-15-16, 803, 1284, 8798, 2394, 504-06-19 and 002-16-17.

Motion: Heather Reynolds Second: Sarah Kullman Yes: 5 No: 0 Abstain: 0 Accept

10. Board Discussion Item - Facilities Committee & Architect Proposals

- a. Fourteen proposals were received by various architects, reviewed by the Facilities Committee and narrowed down to four firms to provide public presentations and be interviewed by members of the Facilities Committee. After further discussion, it was decided the Board of Education will also participate as part of the interview committee. Interviews and presentations will be held on April 7, 2020 at 5 PM at the Lake View Campus and April 8, 2020 at 5 PM at the Mountain View Campus.

11. Action Items - Consent Agenda

- a. Upon recommendation by the Superintendent, approve the creation of a new Teacher Aide position for the remainder of the 2019-2020 school year.
- b. Accept and approve the Applications for Corrected Tax Roll for fiscal year 1/1/2020-12/31/2020 for property owners:
 - i. Cheri & Gary Reynolds account #725J107005 in the amount of \$609.53.
 - ii. Boquet Development LP account #595J192014 in the amount of \$1701.69.
- c. Accept and approve the Agreement Concerning Sharing of Facilities between Camp Dudley and Boquet Valley Central School District as presented.
- d. Accept a \$1000.00 grant received by Jacqueline Chan-Seng from the Adirondack Foundation Board of Trustees and the Advisors of Adirondack Foreign Language Enhancement Fund (AFLEF) 2020 to be used for a cultural field trip.
- e. Accept and approve the School Auditor proposal as submitted by Thomas Telling, CPA on behalf of Telling & Associates, CPA PC for auditing of the financial statements of the district beginning for fiscal year 2020 at an annual rate of \$13,300, fiscal year 2021 at an annual rate of \$13,300 and fiscal year 2022 at an annual rate of \$13,300.
- f. Approve the 2020-2021 school calendar draft as presented (see attached).

Motion: Alan Jones Second: Dina Garvey Yes: 5 No: 0 Abstain: 0

Accept

12. Personnel - Consent Agenda

- a. Accept and approve the amended letter of intent to retire as submitted by Susan Plumadore from her position as Teacher Assistant on July 1, 2021 pursuant to

Article XXI of the Agreement between the ELCSD and the Elizabethtown-Lewis Teachers' Association 7/1/18-6/30/22.

- b. Approve the appointment of Peter Castine as a mentor teacher effective March 1, 2020 through June 26, 2020 at a rate of \$2000.00 pro-rated 3/1/20 - 6/26/20.
- c. Accept and approve the letter of resignation as submitted by Lily Whalen from her position as Building Substitute effective March 13, 2020.
- d. Approve the appointment of Lily Whalen to the position of Teacher Aide at a rate of \$13.00 per hour effective March 16, 2020.
- e. Approve the appointment of Crystal Brant to the permanent full-time position of Bus Driver effective February 27, 2020..
- f. Approve the appointment of Dennis Mitchell to the permanent full-time civil service position of Bus Driver effective February 27, 2020.
- g. Approve the appointment of Irvin Calkins to the permanent full-time civil service position of Maintenance Person/Bus Driver effective February 28, 2020.
- h. Approve the appointment of Tracie Gay to the permanent full-time civil service position of School Nurse effective March 7, 2020.
- i. Approve the appointment of Lisa Whalen to the position of temporary bus aide at an hourly rate of \$13.00 effective March 13, 2020 through June 25, 2020.
- j. Approve the appointment of Susan Kirkby as a (non-certified) substitute teacher at a daily rate of \$82.60 effective March 13, 2020 (fingerprint clearance on file).
- k. Approve the following extra-curricular appointments and stipends per the current ELTA contract or the WEA contract for the 2019-20 school year:
 - i. Tina Belzile - Basketball Chaperone (ELCS)
 - ii. John Doyle - Volunteer Assistant Varsity Baseball (no stipend)

Motion: Heather Reynolds Second: Sarah Kullman Yes: 5 No: 0 Abstain: 0

Accept

13. **Policy** - None at this time

14. **Superintendent's Update** - See attached

- a. Public report on implementation this school year on Code of Conduct policies and protocols.
- b. Public report on early progress toward establishing a proposed budget plan for 2020-21.
- c. Public report on Special Education programs - This report was provided by Director of Student Support Services Nelly Collazo at the January BOE meeting..

15. **Principal's Report - Elaine Dixon-Cross, Principal Mountain View Campus**

Principal Dixon-Cross acknowledged several events that have taken place since her arrival on campus along with those scheduled for the spring semester and the end of the year. She also shared the sense of pride displayed throughout the district.

16. **Public Comment**

- a. Three minutes per speaker will be allowed for public comments. When called upon by the Board President to speak aloud, please identify yourself. Public comments will be limited to 15 minutes.

Elissa Duso expressed her appreciation for the elementary field trip to Mount VanHovenburg.

Karen Brown had questions about cafeteria food reimbursement.

Alvin Reiner explained that he and his wife recently provided a presentation to elementary classes on his Navajo experience.

17. Next Meeting

- a. Budget Meeting Thursday, March 26, 2020 6:00 PM Mountain View Campus
- b. Regular Meeting Thursday, April 23, 2020 6:00 PM Lake View Campus
- c. Special Meeting Tuesday, April 7, 2020 5:00 PM Lake View Campus
- d. Special Meeting Wednesday, April 8, 2020 5:00 PM Mountain View Campus

18. Adjournment

Time: 7:20 PM

Motion: Heather Reynolds

Second: Dina Garvey

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

Date approved by the BOE: April 23, 2020

Jana Atwell, District Clerk