

Boquet Valley CSD
Regular Meeting
Thursday, January 14, 2021 @ 6:00 PM
~~**Auditorium @ Mountain View Campus Elizabethtown**~~
~~**In-Person with Limited Capacity**~~
Via Streaming Video only - NO public in-person access
<https://bit.ly/2KdCIlg>

OFFICIAL MINUTES

1. Call to Order **At:** 6:06 PM **By:** President Mero

2. Pledge of Allegiance

3. Roll Call

<input checked="" type="checkbox"/> Karin DeMuro	<input checked="" type="checkbox"/> Dina Garvey	<input checked="" type="checkbox"/> Alan Jones	<input checked="" type="checkbox"/> Sarah Kullman
<input checked="" type="checkbox"/> Philip Mero	<input checked="" type="checkbox"/> Heather Reynolds	<input checked="" type="checkbox"/> Suzanne Russell (in attendance but unable to hear member)	

4. Attendees

Present: Joshua Meyer, Superintendent
Jana Atwell, District Clerk
Sharlene Petro-Durgan, District Treasurer

Visitors: Sarah Rice	Elaine Dixon-Cross	Eric Robert	Paul Lamoy
Ryan Hathaway	Tracey Cross-Baker	Tonya Lackey	Julie Bisselle
Mike Harris	Mary Lou Morgan	Taylor Woolf	Douglas Gerhardt
Kevin Overton	Amy Welch	Call-In User	David Reynolds
Hedy Merrihew	Jim Varno		

5. Approval of Minutes

a. Approve the minutes of December 10, 2020 Regular Meeting as presented.

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

6. 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.

Floor was opened for public comment, none voiced.

7. Financials

- a. Approve the following financial reports:
 - i. Warrant 6B dated 12/9/20
 - ii. Warrant 6C dated 12/16/20
 - iii. Warrant 6D dated 12/23/20
 - iv. Warrant 7A dated 1/6/21
 - v. Revenue Status Report School Lunch Fund as of 11/30/20
 - vi. Revenue Status Report General Fund as of 11/30/20
 - vii. Budget Status Report School Lunch Fund as of 11/30/20
 - viii. Budget Status Report General Fund as of 11/30/20
 - ix. Budgetary Transfer Report from 11/1/20 to 11/30/20
 - x. Multi-Fund Bank Account Reconciliation as of 11/30/20
 - xi. Treasurer's Report for Multi-Fund Month of 11/30/20
 - xii. Capital Project Bank Account Reconciliations as of 11/30/20
 - xiii. Debt Service Bank Account Reconciliation as of 11/30/20
 - xiv. Extraclassroom Bank Account Reconciliation as of 11/30/20
 - xv. Financial Statement of Extraclassroom Activity Fund 11/1/20 - 11/30/20
 - xvi. Payroll Bank Account Reconciliation as of 11/30/20
 - xvii. Cafeteria Profit & Loss Statement July 2020 - November 2020
 - xviii. 2020-2021 Cash Flow Report July 2020 - November 2020

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

8. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #1611, 1035, 1108, 712, 8792, 631, 12391, 001-16-17, 2097, 504-02-19, 12383, 12474, 1168 and 1068.

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

9. Action Items - Consent Agenda

- a. Approve the 2009 International 65 passenger school bus (VIN#4DRBUSKN69B108752) to be sent for auction.
- b. Approve the disposal of the following irreparable assets located in room #412 (music room) MVC:
 - i. (1) Casio electronic keyboard CTK-50 (no serial # or asset tag #)
 - ii. (1) Gulbransen upright piano serial #417698, ELCS asset tag #20150065
 - iii. (1) Gulbransen upright piano serial #417697, ELCS asset tag #20150064
 - iv. (1) Gulbransen upright piano serial #417699, ELCS asset tag #20150057
 - v. (13) Manhasset music stands (no serial or asset tag #'s)
- c. Approve the disposal of the following obsolete assets located in room #029 (technology shop room) LVC:
 - i. 3 Kodak slide trays (no serial # or asset tag #)

- ii. SONY DCR-HC1000 digital camcorder serial #1325437 (no asset tag #)
 - iii. Uniden C-UC068 phone serial #BC40640565 (no asset tag #)
 - iv. Olympus D-300L digital camera serial #16009784 (no asset tag #)
 - v. Nikon N6006 camera serial #2234711 (no asset tag #)
 - vi. Minolta Maxxum HT si PLUS camera serial #96903788 (no asset tag #)
 - vii. RICPH KR-5 camera (no serial # or asset tag #)
 - viii. Olympus SZ-10 digital camera serial #D33235 (no asset tag #)
 - ix. Canon ZR40 digital camcorder LVC asset tag #A00019400
 - x. Canon ZR100 digital camcorder LVC asset tag #A00515017
 - xi. SONY MVC-FD87 digital camera serial #50181, LVC asset tag #A00019403
 - xii. SONY DCR-HC52 digital camcorder serial #391449, LVC asset tag #M0001501
 - xiii. Vivitar 3800N camera serial #5004050, LVC asset tag #A00019399
 - xiv. SONY CDR-HC52 digital camera serial #391463, LVC asset tag #M0006713
 - xv. Canon ZR930 digital camcorder LVC asset tag #A00097277
- d. Approve the relocation of the following assets located in room #029 (technology shop room) LVC:
- i. Sci Matco acid cabinet with HC1, HxSO4, sulfuric acid, LVC asset tag #A0019134
 - ii. Printing press Model 203 serial #F3806 (no asset tag #)
 - iii. Broadhead Garrett printing press accessing cabinet (no serial # or asset tag #)
 - iv. Alman stage lighting stage light clamps (no serial # or asset tag #)
- e. Adopt the BVCSD District-Wide School Safety Plan presented to the community at the December 10, 2020 public hearing.
- f. Amend the 2020-2021 School Calendar for both Lake View Campus and Mountain View Campus to include Friday, March 26, 2021 as a “No School” day to adjust the required number of school days in session from 182 days to 181 days per the ratified Agreement between the Superintendent of Schools and the Boquet Valley Federation of Teachers July 1, 2020 - June 30, 2025.
- g. Approve the Memorandum of Agreement between the Boquet Valley Central School District and the Boquet Valley Federation of Teachers which provides specific retirement benefits for those members who will be retiring during the term of the CBA (7/1/20-6/30/25).
- h. Approve the following resolution to enter into a five year service agreement:
- i. WHEREAS, the Board of Education of the Boquet Valley Central School District (hereinafter referred to as the “District”) desires to enter into a five year service agreement with the Albany-Schoharie-Schenectady-Saratoga Board of Cooperative Educational Services (hereinafter referred to as “CR BOCES”) in order for the CR BOCES to furnish certain services to the District pursuant to New York State Education Law §1950(4)(jj), those services being administrative services in Co-Ser 604.

RESOLVED, that the Board of Education of the Boquet Valley Central School District agrees to enter into a contact with the CR BOCES for the provision of said services to the District and not to exceed in total over the life of this agreement the total amount of \$10,995.50 and associated CR BOCES charges with such amount to include annual CR BOCES support costs and applicable taxes and surcharges, and with such support costs and applicable taxes and surcharges included at the current rate and subject to change as established in the CR BOCES budget or mandated by any federal, state or local authority.

This amount may be amended with the approval of both parties. The District will be liable to CR BOCES for early cancellation or withdrawal from this agreement to the same extent that CR BOCES is liable to any vendor(s) of these services, including liability for applicable penalties or liquidated damages, and the District will also be liable for costs and expenses, including reasonable attorneys' fees and disbursements, incurred by CR BOCES as consequence of any such early cancellation or withdrawal. The District further agrees to indemnify, defend and hold BOCES, its elected officials, its employees, and agents, harmless from any and all liability, claims including bodily injury or property damage, causes of action, damages and expenses, including attorney fees, which may arise out of the negligent actions of the District, its elected officials, employees, agents, invitees, and volunteers while using this service.

Payment will be made as part of a regular annual CR BOCES contract for services. Further, this agreement is subject to the approval of the Board of Education of CR BOCES. This contract will be for a maximum period of five years commencing on or about January 14, 2021 and continuing through June 30, 2026.

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

10. Personnel - Consent Agenda

- a. Approve the following extra-curricular appointments and stipends per the current Boquet Valley Federation of Teachers 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' modified basketball coach (\$3076) - Jim Monty
 - ii. Varsity softball coach (\$3547) - Jim Monty
 - iii. Varsity baseball coach (\$3547) - Don Markwica
 - iv. Varsity baseball volunteer assistant (no stipend) - John Doyle
 - v. Golf coach (\$2110) - Keith Lobdell

- b. Approve the appointment of Robyn LePage as a mentor teacher to Suzette Montville effective December 11, 2020 through June 26, 2021 compensated at a rate of \$1500 (pro-rated) for the 2020-21 school year.
- c. Approve the continued appointment of Kenneth Alton to the position of long-term certified substitute teacher effective January 4, 2021 through approximately February 22, 2021 at a daily rate of \$200.00 covering long-term absences for Science and Math teaching positions.
- d. Approve the appointment of Faith Bona as a (non-certified) substitute teacher at a daily rate of \$95.00, teacher assistant at a daily rate of \$93.75 and teacher aide at a daily rate of \$82.60 effective upon receipt of her fingerprint clearance.
- e. Approve the appointment of Samantha Hayes as a (non-certified) substitute teacher at a daily rate of \$95.00, teacher assistant at a daily rate of \$93.75 and teacher aide at a daily rate of \$82.60 effective upon receipt of her fingerprint clearance.
- f. Approve the appointment of Sadie Kaltenbach as a (non-certified) substitute teacher at a daily rate of \$95.00, teacher assistant at a daily rate of \$93.75 and teacher aide at a daily rate of \$82.60 effective January 14, 2021. Fingerprint clearance on file.
- g. Accept and approve the letters of intent to retire pursuant to the Memorandum of Agreement between the Boquet Valley Central School District and the Boquet Valley Federation of Teachers as received from:
 - i. Toni Mowery, Teacher Assistant effective June 30, 2021,
 - ii. Mary Mandy, Elementary Teacher effective July 1, 2021,
 - iii. Patricia Schultz, Teacher Assistant effective July 1, 2021,
 - iv. Cathy Brankman, English Teacher effective July 1, 2022,
 - v. Darcy Hudson, Special Education Teacher effective July 1, 2023,
 - vi. Anne Cotrona, Elementary Teacher effective July 1, 2023,
 - vii. Sally Wachowski, Elementary Teacher effective June 30, 2024,
 - viii. Veronica Uss, English Teacher effective June 30, 2024, and
 - ix. Bradley Schrauf, Social Studies Teacher effective June 30, 2025.
- h. Approve the appointment of Toni Mowery as a (non-certified) substitute teacher at a daily rate of \$95.00, teacher assistant at a daily rate of \$93.75 and teacher aide at a daily rate of \$82.60 effective July 1, 2021.
- i. Approve the request as submitted by Elementary Teacher, Holly Frenyea to extend the period of child rearing leave from January 19, 2021 until February 26, 2021.

Motion: Karin DeMuro Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0 Accept

11. Policy

- a. WHEREAS, the Boquet Valley Central School District administration and Board of Education sought to revise the policy manuals used by the Elizabethtown-Lewis Central School District and the Westport Central School District as a result of their merge, and

WHEREAS, the District contracted with Erie 1 BOCES Policy Service, and

WHEREAS, the administration and the Policy Committee of the Board of Education extensively reviewed the draft policy manual and,

WHEREAS, after reviewing and making necessary revisions to the draft manual, the Policy Committee recommends adoption of the new policy manual.

NOW THEREFORE BE IT RESOLVED, the recommended policy manual is hereby adopted for use in the Boquet Valley Central School District.

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

12. Principal's Report - Elaine Dixon-Cross, Principal Mountain View Campus - see attached.

13. Superintendent's Update

- a. Project Update - Mike Harris BCA Architects & Engineer - see attached.
- b. Property Discussion - Douglas Gerhardt, Attorney Harris Beach - Mr. Gerhardt explained the role of the attorney's office during this process from a legal standpoint. It will be their due diligence to "flush out" any legal issues that may arise as well as prepare several resolutions for the Board to act upon.
- c. Resolution of Board of Education for Boquet Valley Central School District:
WHEREAS, the Boquet Valley Central School District (the "District") is a merged school district operating at two locations, one in the former Elizabethtown-Lewis Central School District facility at 7530 Court Street Elizabethtown New York ("Elizabethtown") and one at the former Westport Central School District facility located at 25 Sisco Street Westport New York ("Westport") all located wholly within Essex County New York: and,

WHEREAS, the government of Essex County ("County") has offered to donate/convey to the District 100 acres of land ("Site") situated fully within District borders for purposes of building a new school facility for the entire District; and,

WHEREAS, the County has further offered to clear the donated land and run water lines necessary for the construction of a school building on the Site; and,

WHEREAS, the County has further offered to purchase the real estate of the former Elizabethtown facility for a fair market value; and,

NOW, THEREFORE, THE BOARD HEREBY:

- 1. Determines it to be in the best interests of the District and the education of the children of the District to have a modern, cohesive facility to educate all the students of the District in one central location; and,

2. Further determines that student learning may be enhanced from a modern learning facility;
3. Determines it to be in the District's best interests to pursue and accept the County's proposed donation of the Site; and,
4. Determines it to be in the District's best interests to pursue the County's purchase of the Elizabethtown parcel; and,
5. Authorizes the Superintendent and/or those he designates to continue to take action deemed necessary and appropriate to carry out the intent and purposes of this Resolution and,
6. This Resolution shall be effective immediately.

Motion: Alan Jones Second: Heather Reynolds Yes: 7 No: 0 Abstain: 0 Accept
Roll Call Vote: DeMuro - yes, Mero - yes, Garvey - yes, Reynolds - yes, Jones - yes,
Russell - yes, Kullman - yes

- d. Superintendent's Report - see attached
 - i. State of the District Mid-Year Report
 - ii. Preliminary forecast of significant budget factors for the 2021-22 school year
 - iii. Benchmark report on administrative, instructional and operations staffing at BVCSD
 - iv. Mid-year status report on 2020-21 shared services agreements with other school districts

14. 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.

Floor was opened for public comment, none voiced.

15. Next Meeting

- a. Budget Meeting Thursday, January 28, 2021 6:00 PM Mountain View Campus
- b. Regular Meeting Thursday, February 11, 2021 6:00 PM Lake View Campus
- c. Budget Meeting Thursday, February 25, 2021 6:00 PM Lake View Campus

16. Executive Session

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

- a. (#6) To discuss the employment history of particular persons eligible for tenure leading to their tenure appointments.

In: 7:43 PM Motion: Dina Garvey Second: Karin DeMuro Yes: 7 No: 0 Abstain: 0
Accept

Out: 8:16 PM Motion: Karin DeMuro Second: Sarah Kullman Yes: 7 No: 0 Abstain: 0
Accept

No action taken.

17. Adjournment

Time: 8:16 PM Motion: Karin DeMuro Second: Dina Garvey Yes: 7 No: 0 Abstain: 0
Accept

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

Date approved by the BOE: February 11, 2021

Jana Atwell, District Clerk