

**Boquet Valley CSD
Regular Meeting
Thursday, September 9, 2021
Lake View Campus - Westport, NY**

OFFICIAL MINUTES

1. **Call to Order** At: 6:00 PM By: Vice President Garvey

2. **Pledge of Allegiance**

3. **Roll Call**

[X]Dina Garvey [X]Evan George [X]Sarah Kullman [X]Philip Mero
[A]Heather Reynolds [X]Suzanne Russell-arrived 6:05 PM [X]Micah Stewart

4. **Attendees**

Present: Joshua Meyer, Superintendent
Jana Atwell, District Clerk

Visitors: Shaunessy LaClair
Adele Jesmer
Amy Welch
Chris Peisch
Austin Carmody
Janelle Pulsifer
Tom Bisselle
Danielle Schwoebel
Bradley Shumway

5. **Executive Session**

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

- a. (#4) Discussion involving proposed, pending or current litigation, and
- b. (#6) to discuss the medical, financial, credit or employment history of a particular person or persons.

In: 6:02 PM Motion: Sarah Kullman Second: Micah Stewart Yes: 5 No: 0 Abstain: 0
Accept

Out: 6:32 PM Motion: Sarah Kullman Second: Micah Stewart Yes: 6 No: 0 Abstain: 0
Accept

No action taken.

- c. Motion to return to regular session at 6:33 PM

Motion: Phil Mero Second: Sue Russell Yes: 6 No: 0 Abstain: 0 Accept

6. New Employee Meet and Greet Reception

- a. The reception opened with all new employees present introducing themselves followed by an opportunity to mingle and meet Board members and fellow employees.

7. Approval of Minutes

- a. Approve the minutes of the August 12, 2021 Regular Meeting and August 31, 2021 Special Meeting as presented.

Motion: Sue Russell Second: Phil Mero Yes: 6 No: 0 Abstain: 0 Accept

8. 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.

9. Financials

- a. Approve the following financial reports:
 - i. Warrant 2B dated 8/11/21
 - ii. Warrant 2C dated 8/18/21
 - iii. Warrant 2D dated 8/25/21
 - iv. Budget Status Report General Fund 7/31/21
 - v. Budget Status Report School Lunch Fund 7/31/21
 - vi. Revenue Status Report General Fund 7/31/21
 - vii. Revenue Status Report School Lunch Fund 7/31/21
 - viii. Cash Flow Report July 2021
 - ix. Capital Project Bank Account Reconciliation 7/31/21
 - x. Debt Service Bank Account Reconciliation 7/31/21
 - xi. Payroll Bank Account Reconciliation 7/31/21
 - xii. Extraclassroom Bank Account Reconciliation 7/31/21
 - xiii. Financial Statement of Extraclassroom Activity Fund 7/1/21 - 7/31/21
 - xiv. Multi-Fund Bank Account Reconciliation 7/31/21
 - xv. Treasurer's Report for Multi-Fund Month of July 31, 2021
 - xvi. Claims Audit Report August 2021

Motion: Evan George Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0 Accept

10. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #1224, 697, 743, 12494, 12495, 1102, 12519, 12518, 12515, 1319, 803 and 773.

Motion: Sue Russell Second: Micah Stewart Yes: 6 No: 0 Abstain: 0 Accept

11. District Goals, Plans and Procedures

- a. Valedictorian and Salutatorian Selection Procedure - Discussion
 - i. A Valedictorian and Salutatorian Selection Protocol Committee met to formulate and propose a procedure for this process. After reviewing the proposal, the Board recommended the committee reconvene to review topics that were not specifically addressed.

12. Action Items - Consent Agenda

- a. Approve the Section VII Combining of Teams Application with Moriah Central School to combine Cross-Country Track for the 2021-2022 school year.
- b. Approve a school tax refund from the 2020-2021 school tax year in the amount of \$4,757.90 for Adam Halvorsen and Sarah Corin (tax map #155000 66.83-1-4.000 account #721A102208) per the Consent Order and Judgment of assessment reduction filed with the Essex County Clerk on July 22, 2021.
- c. WHEREAS, the Board of Education of the Boquet Valley Central School District, Essex County, NY desires to increase the appropriations set forth in the 2021-2022 school budget to fund the contingent expense of payment for tax certiorari CV20-0255 for Adam Halvorsen and Sarah Corin in the amount of \$4,757.90 on September 9, 2021, 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 Boquet Valley Central School District as follows:
Section 1. The budgetary appropriation for the following contingent expense is hereby increased as follows:
A1964-400-01-0000 Refund on Real Property \$4,757.90
Section 2. The increase in the appropriation listed in Section 1 of this resolution shall be funded by the following:
A5997.200 Appropriated Reserve \$4,757.90
A864.00 Tax Certiorari Reserve
- d. BE IT RESOLVED, the Boquet Valley Central School Board of Education approves the submission of the American Recovery Program (ARP) proposal to the New York State Department of Education's ESSA-Funded Program Division in the amount of \$1,016,545; approve the use of the funds to make purchases as indicated; and authorize the Superintendent and the Board President to execute all documents necessary to effectuate this resolution.
 - i. Superintendent Meyer presented the American Rescue Plan Act of 2021 (ARP) District Plan. See attached.
- e. Approve a (SCAR) tax refund from the 2020-2021 school tax year in the amount of \$372.27 for Daniel Maclean (tax map #155000 76.2-1-32.000 account #725J106315) per the SCAR decision Case#SC7-2020-8/20/21.

Motion: Phil Mero Second: Sue Russell Yes: 6 No: 0 Abstain: 0 Accept

13. Personnel - Consent Agenda

- a. Amend the appointment of Stacy Pulsifer (to the position of Senior Mechanic/Maintenance/Bus Driver at a rate of \$22.00 per hour effective

September 1, 2021) to include a 120 day probationary period commencing September 1, 2021 and anticipated to end on March 2, 2022.

- b. Approve the appointment of Jim Phillips as a substitute (certified) teacher effective September 10, 2021 at the established substitute rate of pay for the 2021-22 school year pending receipt of fingerprint clearance.
- c. Upon recommendation of the Superintendent, Mandi Spofford, who is provisionally certified in the Psychologist area, is hereby appointed to the position of School Psychologist tenure area for a probationary period commencing on September 7, 2021 and anticipated to end on September 7, 2025 pending results of fingerprint clearance. Salary for the 2021-2022 school year will be \$50,366 (Step 1 B+60) pending approval of official graduate transcripts.
- d. Approve the probationary appointment of Julie Cassavaugh to the full-time 12 month civil service position of Cleaner/Bus Driver (40 hours per week) at an hourly rate of \$16.50 effective on or about September 17, 2021 with a 120 day probationary period commencing September 17, 2021 and anticipated to end on or about March 17, 2022.
- e. Approve the agreement between independent contractor, Anne Kuhl Teacher of the Visually Impaired and Boquet Valley Central School to provide orientation and mobility services and/or teacher of the visually impaired services to children who are blind or visually impaired commencing September 1, 2021 and shall terminate on August 31, 2022 at an hourly rate of \$150.00 for service time and all meetings attended, this amount will include mileage.

Motion: Sue Russell Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0 Accept

- f. Upon the recommendation of the Superintendent, Diana McGuigan, who is pending certification at Level I, is hereby appointed to the position of Teaching Assistant tenure area for a probationary period commencing on or about October 4, 2021 and anticipated to end on or about October 4, 2025 pending receipt of fingerprint clearance. Salary for the 2021-2022 school year will be \$25,000.00.

Motion: Phil Mero Second: Sarah Kullman Yes: 5 No: 0 Abstain: 1-George Accept

- g. Motion to amend Diana McGuigan's Teacher Assistant salary for the 2021-2022 school year to state \$25,000 "pro-rated".

Motion: Phil Mero Second: Sarah Kullman Yes: 5 No: 0 Abstain: 1-George Accept

14. Policy

- a. Approve the following policy revision as recommended by Erie I Policy Services:
 - i. Smoking, Tobacco, and Cannabis (Marijuana) Use #5640
- b. Approve the deletion of Student Data Breaches policy #7242 as this is now covered more completely in the new policy Privacy and Security of Student Data and Teacher and Principal Data #5676. (see ciii below - deletion will table until final reading and approval of new policy #5676)

Motion: Evan George Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0 Accept

- c. First Reading (new policies):
 - i. Title IX and Sex Discrimination #3421
 - ii. Diversity Equity and Inclusion in the District #3430
 - iii. Privacy and Security of Student Data and Teacher and Principal Data #5676
 - iv. Gender Neutral Single-Occupancy Bathrooms #5633

15. Superintendent's Update

- a. Beginning of Year Update - Director of Student Support Services Nelly Collazo shared her enthusiasm and excitement following a great start to the opening days of the new school year.
- b. Building Project Update - Architect Mike Harris has been in communication with NYSED. He is hopeful that figures will be available by the next Facility Committee meeting scheduled for September 23. We continue to work on strategies to get information out to the community. There is a possibility that the vote may move from November to December.
- c. Superintendent's Report - See attached.

16. 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.

17. Next Meeting

- a. Regular Meeting Thursday, October 14, 2021 6:00 PM Mountain View Campus

18. Adjournment

Time: 7:45 PM Motion: Sue Russell Second: Sarah Kullman Yes: 6 No: 0 Abstain: 0

Minutes are official until approved by the Board of Education.

Date approved by the BOE: October 14, 2021

Jana Atwell, District Clerk