

**Boquet Valley CSD
Regular Meeting
Thursday, August 11, 2022 @ 5:00 PM
Lake View Campus - Westport, NY**

OFFICIAL MINUTES

1. **Call to Order** **At:** 5:02 PM **By:** President Reynolds

2. **Pledge of Allegiance**

3. **Oath of Office**

- a. The District Clerk administered the oath of office to member elect Philip Mero.

4. **Roll Call**

[X]Dina Garvey [A]Evan George [A]Sarah Kullman [X]Philip Mero
[X]Heather Reynolds [X]Suzanne Russell [X]Micah Stewart

5. **Attendees**

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

6. **Approval of Minutes**

- a. Approve the minutes of the July 13, 2022 Reorganization & Regular Meeting and July 26, 2022 Special Meeting as presented.

Motion: Micah Stewart Second: Phil Mero 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.

Floor was opened for public comment, none voiced.

8. **Financials**

- a. Approve the following financial reports:
- i. Warrant 1A dated 7/6/22
 - ii. Warrant 1B dated 7/20/22
 - iii. Warrant 1C dated 7/28/22
 - iv. Revenue Status Report School Lunch Fund 7/31/22

- v. Revenue Status Report General Fund 7/31/22
- vi. Budget Status Report School Lunch Fund 7/31/22
- vii. Budget Status Report General Fund 7/31/22
- viii. Budgetary Transfer Report 7/1/22 - 7/31/22
- ix. Capital Project Bank Account Reconciliation 7/31/22
- x. Debt Service Bank Account Reconciliation 7/31/22
- xi. Extraclassroom Bank Account Reconciliation 7/31/22
- xii. Financial Statement of Extraclassroom Activity Fund 7/1/22-7/31/22
- xiii. Claims Audit Report June 2022
- xiv. Payroll Bank Account Reconciliation 7/31/22
- xv. Multi-Fund Bank Account Reconciliation 7/31/22
- xvi. Treasurer’s Report for Multi-Fund Month of July 2022

Motion: Phil Mero Second: Dina Garvey Yes: 5 No: 0 Abstain: 0 Accept

9. CSE Recommendations

- a. Accept and approve the following CSE recommendations for student #12551, 540, 1035 and 8798.

Motion: Dina Garvey Second: Sue Russell Yes: 5 No: 0 Abstain: 0 Accept

10. District Plans

- a. The Superintendent recommends the approval of the following District Plans as submitted:
 - i. Code of Conduct (within 2022-23 Student & Parent Handbook)
 - ii. Athletic Code of Conduct

Motion: Sue Russell Second: Micah Stewart Yes: 5 No: 0 Abstain: 0 Accept

11. 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 2022-23 school year:

Telling & Hillman PC	Independent Auditor: \$14,700 for fiscal years ending June 30, 2023, 2024 and 2025
The University of Vermont Health Network Elizabeth Community Hospital	School Physician: \$9,135 Urine drug screen: \$49 per employee Registered Professional nurse coverage: \$325 per day

Motion: Phil Mero Second: Sue Russell Yes: 5 No: 0 Abstain: 0 Accept

12. Action Items - Consent Agenda

- a. Accept the bids for fuel oil for the 2022-23 school year as follows from MX Petroleum per the St. Lawrence-Lewis BOCES cooperative purchasing bid award:

- i. MVC - main building \$3.622 (transport), bus garage \$3.8492 (tanker wagon)
- ii. LVC - main building \$3.8492 (tanker wagon), bus garage \$3.8492 (tanker wagon)
- b. Approve the following agreements as presented:
 - i. Chimera Integrations (fire alarm monitoring) 2022-23 school year
 - 1. MVC (main building & bus garage) - \$2,400
 - 2. LVC (main building) - \$1,200
 - ii. Pitney Bowes (postage machines) 2022-2027 (60 months)
 - 1. MVC - \$303 monthly
 - 2. LVC - \$25.90 monthly
 - iii. Anne Kuhl, Teacher of the Visually Impaired Services September 1, 2022 - August 31, 2023 at an hourly rate of \$150.00 for service time and all meetings attended (this amount will include mileage).
- c. Approve the per diem rates modeled after the United States General Services Administration per diem rates for meal expenses for overnight travel (see policy #6161 Conference/Travel Expense Reimbursement).

Motion: Phil Mero Second: Sue Russell Yes: 5 No: 0 Abstain: 0 Accept

- d. Approve the pending potential Section VII merge with Willsboro CSD for varsity boys soccer for the 2022-2023 school year.

Motion: Dina Garvey Second: Micah Stewart Yes: 5 No: 0 Abstain: 0 Accept

13. Personnel - Consent Agenda

- a. Accept and approve the letters of resignation as submitted by:
 - i. Thomas Keck Sr., Bus Driver/Cleaner effective July 15, 2022,
 - ii. Joseph Graney, Technology Teacher effective July 28, 2022, and
 - iii. Kyle Harrington, Maintenance Person/Bus Driver effective August 12, 2022
- b. Approve the appointment of Jessica Pulsifer to the position of temporary full-time summer cleaner at an hourly rate of \$13.20 effective July 27, 2022 through August 26, 2022.
- c. Approve the following appointments for Thomas Keck Sr.:
 - i. Substitute bus driver effective July 18, 2022 at an hourly rate of \$21.00, and
 - ii. ~~full-time~~ part-time 10 month civil service position of bus driver effective August 31, 2022 at an hourly rate of \$17.83 with a 120 day probationary period effective August 31, 2022 through March 14, 2023.
- d. Approve the appointment of Scott Holland to the full-time 12 month civil service position of bus driver/maintenance person effective August 30, 2022 at an hourly rate of \$18.00 with a 120 day probationary period effective August 29, 2022 through February 27, 2023.
- e. Approve the appointment of Rachel Rolston to the full-time 12 month civil service position of cleaner effective August 29, 2022 at an hourly rate of \$15.00 with a 120 day probationary period effective August 29, 2022 through February 24, 2023.

- f. Upon the recommendation of the Superintendent, Andrya Heller, who holds Chemistry 7-12 certification in the Science tenure area, is hereby appointed to the position of Technology (STEM) Teacher for a probationary period commencing on August 31, 2022 and anticipated to end on August 31, 2026 pending results of fingerprint clearance. Salary for the 2022-2023 school year will be \$60,653 (step 14 B+36) pending approval of official graduate transcripts. Ms. Heller will be credited with 45 sick days for the 2022-23 school year.
- g. Approve the appointment of June Marcall Miller to the 12 month position of Community OASIS Program Coordinator effective August 17, 2022 through June 30, 2024 pending results of fingerprint clearance. Salary for the 2022-2023 school year will be \$46,500 (prorated) per the signed agreement.
- h. Approve the appointment of Cynthia Summo as a (non-certified) substitute teacher, teacher assistant, teacher aide and clerical substitute effective August 12, 2022 at the current substitute rate pending receipt of fingerprint clearance.
- i. Approve the appointment of the following employees for summer curriculum work for the summer of 2022. Hourly rates will be calculated using the appropriate step in the BVFT agreement:
 - i. Erica Loher
 - ii. Sam Meachem
 - iii. Michelle Feeley
 - iv. Zoe Brugger
 - v. Ellen Kiely
 - vi. Terry Egglefield
 - vii. Amy Welch
 - viii. Kelsey Marvin
- j. Approve the appointment of the following employees for Regents proctoring August 2022. Hourly rates will be calculated using the appropriate step in the BVFT agreement:
 - i. John Fiarchild
 - ii. Erica Loher
 - iii. Aubrey Pulsifer
 - iv. Veronica Uss
- k. Approve the following extra-curricular appointments and stipends per the current BVFT agreement for the 2022-23 school year:
 - i. Modified Baseball Coach - Brad Shumway
 - ii. Girls' Modified Basketball Coach - Irwin Borden
 - iii. Track Coach - Kyle Smith

Motion: Micah Stewart Second: Dina Garvey Yes: 5 No: 0 Abstain: 0 Accept

14. Policy

- a. Approve the revision of the following policies as recommended by Erie 1 BOCES Policy Services:
 - i. #7551 Sexual Harassment of Students
 - ii. #5640 Smoking, Tobacco, And Cannabis (Marijuana) Use

Motion: Dina Garvey Second: Phil Mero Yes: 5 No: 0 Abstain: 0 Accept

15. Superintendent's Update

- a. Building Project Update - None at this time
- b. Superintendent's Report - Superintendent Meyer reported that he was able to schedule a meeting with the Commissioner of Education in Albany on August 16.

He provided an update on hiring for the 2022-23 school year and the opening days that will occur on August 31 and September 1, 2022.

16. Public Comment

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Floor was opened for public comment, none voiced.

17. Next Meeting

- a. Regular Meeting September 8, 2022 6:00 PM Mountain View Campus

18. Executive Session (not needed)

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

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

In:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table
Out:	Motion:	Second:	Yes:	No:	Abstain:	Accept	Reject	Table

19. Adjournment

Time: 5:30 PM Motion: Phil Mero Second: Dina Garvey Yes: 5 No: 0 Abstain: 0
Accept

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

Date approved by the BOE: September 8, 2022

Jana Atwell, District Clerk