

BOE 8/8/23  
1.2.1

ROMULUS CENTRAL SCHOOL  
ROMULUS, NY 14541  
BOARD OF EDUCATION MINUTES  
REORGANIZATION MEETING  
JULY 11, 2023  
5:30 PM – FACILITIES COMMITTEE MEETING  
6:30 PM – BOARD CONFERENCE ROOM

**PRESENT:** Tenneille Brewer, Beth Bulkley, Rachelle Fletcher, Erik Karlsen, Alicia Rath, Thomas Wilson and Kimberly Wolverton

**OTHERS PRESENT:** Suzanne Nicholson-District Clerk, Marty Rotz-Superintendent, Edward Ninestine-School District Treasurer

**1. OPENING AND MINUTES**

1.1 Call to Order at 6:35pm by District Clerk Suzanne Nicholson

1.1.1 Mrs. Nicholson swore in Board Members elect (Erik Karlsen, Alicia Rath and Thomas Wilson)

1.1.1.1 All new Board Members signed their Oath of Office Cards

1.1.2 Pledge of Allegiance

1.1.3 Election of President of Board of Education for 2023-2024

1.1.3.1 Nomination of Rachelle Fletcher for Board President was given by Thomas Wilson and was approved 6/0/1 (Ms. Fletcher abstained).

1.1.4 Election of Vice-President of the Board of Education for 2023-2024

1.1.4.1 Nomination of Tenneille Brewer for Board Vice-President was given by Rachelle Fletcher was approved 6/0/1 (Mrs. Brewer abstained).

1.1.4.2 Mrs. Nicholson swore in both the President and Vice-President

1.1.4.3 Both signed their Oath of Office Cards- at this time (6:38pm) the meeting was turned over to Ms. Fletcher as President.

1.1.5 Election of Voting Delegate and Alternate to the New York State School Boards Association Convention (if Board of Education elects to attend NYSSBA Conference) was appointed to Thomas Wilson.

1.1.6 Public Comment- none offered

1.2 Resolution to Approve Minutes

1.2.1 Resolution to approve the following:

1.2.1.1 Approved the Minutes of the regular Board of Education meeting of June 20, 2023

Moved: Mr. Wilson                      Seconded: Mrs. Brewer

Approved unanimously 7/0.

1.3 Resolutions, Other

1.3.1 Acted upon the recommendation of the Superintendent to approve the following:

1.3.1.1 Approval of the Agenda with addendum items

Moved: Mrs. Bulkley                      Seconded: Mrs. Brewer

Approved unanimously 7/0.

1.3.1.2 Executive Session was *needed* for the Discussion of collective negotiations and particular personnel items (hiring, discipline, dismissal, salary) at 6:40pm

Moved: Mrs. Brewer           Seconded: Mr. Karlsen

Approved unanimously 7/0.

Motion to adjourn the executive session and return to the open meeting at 7:48pm by Mr. Wilson and seconded by Mr. Karlsen

Approved unanimously 7/0.

1.3.2 Acted upon the recommendation of the Superintendent to designate and appoint the following officers and school district officials for 2023-2024, effective July 1, 2023 and approve the following District Issues.

1.3.2.1 Appointment of Officers for 2023-2024

1.3.2.1.1 District Clerk

1.3.2.1.1.1 Suzanne Nicholson

1.3.2.1.2 Clerk Pro Tem

1.3.2.1.2.1 Marty Rotz

1.3.2.1.3 Deputy Treasurer

1.3.2.1.3.1 Mark Socola

1.3.2.1.4 Deputy Treasurer

1.3.2.1.4.1 Phyllis Moore

1.3.2.1.5 Tax Collector

1.3.2.1.5.1 Linda Wadhams (Stipend \$600)

1.3.2.1.5.2 Five Star Bank as depository for tax collection

1.3.2.1.6 Claims Auditor

1.3.2.1.6.1 Cathy Ross (\$62.50 per day- up to 48 days)

1.3.2.1.7 Payroll Approval

1.3.2.1.7.1 Ed Ninestine

1.3.2.1.8 In the absence of Ed Ninestine for payroll approval

1.3.2.1.8.1 Marty Rotz

1.3.2.1.9 Independent Auditor

1.3.2.1.9.1 Mengel, Metzger, Barr & Co., LLP

1.3.2.1.10 Audit Committee

1.3.2.1.10.1 To be appointed by the BOE President

1.3.2.1.11 Treasurer, Extra Classroom Activity Fund

1.3.2.1.11.1 Suzanne Nicholson

1.3.2.1.11.2 Alternate Treasurer, Marty Rotz

1.3.2.1.12 Purchasing Agent

1.3.2.1.12.1 Ed Ninestine

1.3.2.1.13 In the Absence of Ed Ninestine for purchasing

1.3.2.1.13.1 Marty Rotz

1.3.2.1.14 Federal Funds Coordinator

- 1.3.2.1.14.1 Jennifer Bartlett-Prati
- 1.3.2.1.15 School Attorney
  - 1.3.2.1.15.1 Ferrara and Fiorenza P.C Law Firm at \$230.00 per hour.
- 1.3.2.1.16 Records Access and Records Management Officer
  - 1.3.2.1.16.1 Suzanne Nicholson
- 1.3.2.1.17 Records Access Appeal Officer
  - 1.3.2.1.17.1 Marty Rotz
- 1.3.2.1.18 Insurance Carrier
  - 1.3.2.1.18.1 NYSIR (Eastern Shores)
- 1.3.2.1.19 AHERA Inspector
  - 1.3.2.1.19.1 Edward Oldfield/ BOCES service
- 1.3.2.1.20 Chemical Hygiene Officer
  - 1.3.2.1.20.1 Ed Oldfield
- 1.3.2.1.21 Medicaid Compliance Officer
  - 1.3.2.1.21.1 Edward Ninestine
- 1.3.2.1.22 AED Program / Impact Concussion Management Coordinator
  - 1.3.2.1.22.1 Babette Bennett (Stipend \$1,000)
- 1.3.2.1.23 Data Warehouse Coordinator
  - 1.3.2.1.23.1 Vicky McCusker
- 1.3.2.1.24 Approved the membership to Rural Schools Association (RSA) in the amount of \$850 for the 2023-2024 school year.
- 1.3.2.1.25 Attendance Officer
  - 1.3.2.1.25.1 Christopher Puylara
- 1.3.2.1.26 Auditor Activity Accounts
  - 1.3.2.1.26.1 BOE President Elect Rachelle Fletcher
- 1.3.2.1.27 Alternate Auditor Activity Accounts
  - 1.3.2.1.27.1 Marty Rotz
- 1.3.2.1.28 Federal Officer for Federal Meal Program
  - 1.3.2.1.28.1 Marty Rotz
- 1.3.2.1.29 Bank Courier
  - 1.3.2.1.29.1 Edward Ninestine or his designee
- 1.3.2.1.30 Copyright Officer
  - 1.3.2.1.30.1 Marty Rotz
- 1.3.2.1.31 Recording Secretary BOE Audit Committee
  - 1.3.2.1.31.1 Suzanne Nicholson
- 1.3.2.1.32 Appointment of the STAC Coordinator
  - 1.3.2.1.32.1 Kathy Stuck
- 1.3.2.1.33 Confidentiality of Computerized Information Officer
  - 1.3.2.1.33.1 Marty Rotz
- 1.3.2.1.34 LEA Coordinator
  - 1.3.2.1.34.1 Marty Rotz

- 1.3.2.1.35 ADA Coordinator
  - 1.3.2.1.35.1 Kathy Stuck
- 1.3.2.1.36 Title IX Coordinator
  - 1.3.2.1.36.1 Marty Rotz
  - 1.3.2.1.36.1 Jennifer Bartlett-Prati
- 1.3.2.1.37 Section 504 Coordinator / CSE Chairperson
  - 1.3.2.1.37.1 Section 504 Coordinator Kathy Stuck
    - 1.3.2.1.37.1.1 Alternate Jennifer Bartlett-Prati
  - 1.3.2.1.37.2 CSE Chairperson Kathy Stuck
    - 1.3.2.1.37.1.2 Alternate Jennifer Bartlett-Prati
- 1.3.2.1.38 Transition Coordinator
  - 1.3.2.1.38.1 Kathy Stuck
- 1.3.2.1.39 Home Instruction Coordinator
  - 1.3.2.1.39.1 Christopher Puylara
- 1.3.2.1.40 DASA Coordinator
  - 1.3.2.1.40.1 Erika Parisian
- 1.3.2.1.41 District Communications Coordinator to the Library System
  - 1.3.2.1.41.1 Stacy Merrill
- 1.3.2.1.42 Bullying Prevention Coordinator
  - 1.3.2.1.42.1 Marty Rotz
- 1.3.2.1.43 Lead Evaluators
  - 1.3.2.1.43.1 Approved Chris Puylara as lead evaluator for the 2023-2024 school year. Chris has met the requirements of 8NYCRR 30-2.9 and the Romulus Central School District Annual Professional Performance Review Plan (APPR) for certification as Lead Evaluator of teachers.
  - 1.3.2.1.43.2 Approved Jennifer Bartlett-Prati as lead evaluator for the 2023-2024 school year. Jenn has met the requirements of 8NYCRR 30-2.9 and the Romulus Central School District Annual Professional Performance Review Plan (APPR) for certification as Lead Evaluator of teachers.
  - 1.3.2.1.43.3 Approved Erika Parisian as lead evaluator for the 2023-2024 school year. Erika has met the requirements of 8NYCRR 30-2.9 and the Romulus Central School District Annual Professional Performance Review Plan (APPR) for certification as Lead Evaluator of teachers.
- 1.3.2.1.44 Homeless Coordinator
  - 1.3.2.1.44.1 Vicky McCusker
- 1.3.2.1.45 Safety Committee Appointments
  - 1.3.2.1.45.1 Martin Rotz
  - 1.3.2.1.45.2 Christopher Puylara
  - 1.3.2.1.45.3 Michael Pane
  - 1.3.2.1.45.4 Jennifer Bartlett-Prati
  - 1.3.2.1.45.5 Babette Bennett

- 1.3.2.1.45.6 Vicky McCusker
- 1.3.2.1.45.7 Steve Dolan
- 1.3.2.1.45.8 Katie Harris-Maxwell
- 1.3.2.1.45.9 Ed Oldfield
- 1.3.2.1.45.10 James Palmer
- 1.3.2.1.45.11 Suzanne Nicholson
- 1.3.2.1.45.12 Stacy Merrill
- 1.3.2.1.45.13 Lisa Bush
- 1.3.2.1.45.14 Alicia Rath
- 1.3.2.1.46 Data Protection Officer
  - 1.3.2.1.46.1 Jennifer Bartlett-Prati

Designations:

- 1.3.2.1.47 Approved the Monthly meetings will be held twice a month (2<sup>nd</sup> and 4<sup>th</sup> Tuesdays) at 6:30pm in the public meeting room for the Board of Education's regular meetings for the 2023-2024, except as indicated on the scheduled calendar. (See meeting listing)
- 1.3.2.1.48 Designated the Finger Lakes Times as the official school newspaper for 2023-2024.
- 1.3.2.1.49 Designated the following as Official Depositories for the General Fund, School Lunch Fund, Federal Fund, Capital Fund, Trust and Agency Fund and Payroll Fund for 2023-2024 with the maximum amount which can be maintained on deposit at each financial institution: Five Star Bank (\$20,000,000), Lyons National Bank (\$5,000), M&T Bank (\$5,000), J.P Morgan Chase (\$10,000,000) and NYCLASS (\$20,000,000)
- 1.3.2.1.50 Established Petty Cash funds for 2023-2024
  - 1.3.2.1.50.1 General Petty Cash \$100 to Suzanne Nicholson
  - 1.3.2.1.50.2 Transportation Petty Cash \$500 to Edward Ninestine
  - 1.3.2.1.50.3 Cafeteria Petty Cash \$100 to Edward Ninestine
  - 1.3.2.1.50.4 Cafeteria Start Up cash \$200 to Edward Ninestine
- 1.3.2.1.51 Approved the blanket insurance coverage for all pupils with the Pupil Benefits Plan for 2023-2024 (RFP through BOCES)
- 1.3.2.1.52 Authorized the Treasurer to invest cash balance during 2023-2024
- 1.3.2.1.53 Authorized the Treasurers to make electronic transfers during 2023-2024
- 1.3.2.1.54 Approved the Deputy Treasurers' Bond (\$1,000,000), Tax Collector Bond (\$1,000,000), Romulus School Treasurer's Bond (\$1,000,000) and the Extra Classroom Activity Fund Treasurer's Bond (\$1,000,000), for 2023-2024
- 1.3.2.1.55 Re-affirmed for 2023-2024 all Board policies and Code of Ethics in effect on June 30, 2023.
- 1.3.2.1.56 Approved IRS rate per mile reimbursement for the 2023-2024 school year for the Board of Education and school personnel when using a personal

- vehicle for school related business and no district vehicle is available.  
(current rate \$.655 per mile)
- 1.3.2.1.57 Established the following dates of May 14, 2024 for the Public Hearing on the 2024-2025 budget and May 21, 2024 as the date for the Annual Meeting (Budget Vote).
  - 1.3.2.1.58 Authorized membership and dues for New York State School Boards Association (NYSSBA) and Rural Schools for 2023-2024
  - 1.3.2.1.59 Established substitute teachers' daily salary (per diem) of \$140 for certified personnel, \$120 for uncertified personnel, and \$145 for Romulus Central School veteran teacher daily substitutes. \$120 for Substitute Teacher Assistant per day.
  - 1.3.2.1.60 Established substitute teachers' salary (LTS) of \$170 per day when substituting for 20 consecutive days or more and less than 90 days. 90+ Consecutive day at a rate of \$240 per day.
  - 1.3.2.1.61 Established the following substitute salaries for support personnel:
    - 1.3.2.1.61.1 Substitute cleaner- \$17.75 per hour
    - 1.3.2.1.61.2 Substitute teacher aide- \$17.75 per hour
    - 1.3.2.1.61.3 Substitute food service helper- \$17.75 per hour
    - 1.3.2.1.61.4 Substitute typist- \$17.75 per hour
    - 1.3.2.1.61.5 Substitute Building Maintenance worker- \$17.75 per hour
    - 1.3.2.1.61.6 Substitute Bus Drivers
      - 1.3.2.1.61.6.1 Morning Run (in District) \$48.00
      - 1.3.2.1.61.6.2 Afternoon Run (in District) \$48.00
      - 1.3.2.1.61.6.3 Out of District Run \$21.50 per hour
    - 1.3.2.1.62.7 Substitute monitors \$17.75 per hour
    - 1.3.2.1.62.8 Substitute Registered Nurse- \$25.00 per hour
  - 1.3.2.1.62 Maintained the waiver of district's tuition charge as stated in Policy #7132 Non-Resident Students for the 2023-2024 school year.
  - 1.3.2.1.63 Established a separate tuition for International students (F-1 Visa) at an annual rate of \$7,000.
  - 1.3.2.1.64 Designated the Superintendent of Schools to authorize expenses and attendance at professional meetings and conferences.
  - 1.3.2.1.65 Authorized the Superintendent and Romulus School Treasurer to make transfers within the function unit of appropriations, providing the aggregate amount does not exceed \$25,000.
  - 1.3.2.1.66 Approved the following committee on Preschool Special Education (CPSE) members: (1) parent(s) of a child; (2) one general education teacher, (3) child's special education teacher of the student or special education provider, (4) district representative, Kathy Stuck (CPSE Chairperson), (5) an individual who can interpret the instructional implications of evaluation results who may already serve on the committee; (6) other individuals who have knowledge or

special expertise regarding the child, at the discretion of the district or parent; (7) for a child's transition from early intervention programs, the appropriate licensed or certified professional from the County Early intervention Program; and (8) an appropriately certified or licensed professional from the municipality, whose attendance is not required for a quorum.

- 1.3.2.1.67 Approved the following Committee on Special Education (CSE) members: (1) the parent(s) of the student; (2) one general education teacher of the student; (3) child's special education teacher, or one special education provider of the student; (4) school district representative to Kathy Stuck, (CSE Chairperson); (5) individual who can interpret the instructional implications of evaluation results; (6) whenever appropriate, the student with a disability; (7) school psychologist; (8) school physician, FL Community Health, upon request; and (9) additional parent member upon request.
- 1.3.2.1.68 Authorized CSE/CPSE Committees Parent member representative and CSE/CPSE Committees Surrogate Parent member representative
  - 1.3.2.1.68.1 Kari Veeder
- 1.3.2.1.69 Authorized CSE/CPSE Committees Surrogate Parent Member Representative
  - 1.3.2.1.69.1 Kari Veeder
- 1.3.2.1.70 Authorization of the 2023-2024 List of Impartial Hearing Officers certified in New York State to conduct Hearings in Seneca County.
- 1.3.2.1.71 Established compensation rate for state approved Impartial Hearing Officers, not to exceed \$100 per hour.
- 1.3.2.1.72 Utilized the most current listing, in sequence, as disseminated by the New York State Education Department's Impartial Hearing Reporting System (IHRS), when an Impartial Hearing is initiated by a parent/guardian/district regarding a student with disabilities.
- 1.3.2.1.73 Authorized the President of the Board of Education to appoint independent Hearing Officers as necessary.
- 1.3.2.1.74 Empowered the Superintendent to require any person employed by the Board of Education to submit to a medical examination in order to determine the physical or mental competency of such person to perform his/her duties.
- 1.3.2.1.75 Established bus mileage reimbursement rate for 2023-2024 for Romulus CSD organizations, clubs, class, group trips, including the Romulus Foundation for Educational Opportunities @\$ .50 per mile and \$24.00 per hour for the Bus Driver.
- 1.3.2.1.76 Established bus mileage reimbursement rate for the 2023-2024 for the use of a Romulus CSD bus by outside groups @ \$2.70 per mile and \$28.00 for bus driver.
- 1.3.2.1.77 Approved \$16.00 per hour for outside groups to pay for non-custodial hours, or if overtime is required \$24.00 per hour.
- 1.3.2.1.78 Established rate to be charged for requests to copy/reproduce documents for FOIL, FEPA, etc. will be \$.50 per page.

- 1.3.2.1.79 Authorized the President of the Board of Education to sign the Certification of Acceptance for Free and Reduced Price Meal or Special Milk Program.
- 1.3.2.1.80 Authorized the use of the Deputy Treasurer's signature on all School District checks.
- 1.3.2.1.81 Authorized Deputy Treasurer, in an emergency, to issue RCS checks drawn on any Fund up to \$10,000.
- 1.3.2.1.82 Appointed Vicky McCusker as International Student Program Coordinator at a stipend of \$1,653 for the 2023-2024 school year.
- 1.3.2.1.83 Appointed Lindsay Guy as Wellness Coordinator/Healthy Rewards Ambassador through Excellus Blue Cross/Blue Shield at a stipend of \$1,050. (This is funded through Excellus)
- 1.3.2.1.84 Appointed Tara Davis as Wellness Coordinator at a stipend of \$750 for the 2023-2024 school year (This is funded through Excellus)
- 1.3.2.1.85 Authorized payment to staff members to supervise Individual Fine Arts Events on a per event basis at the negotiated extra duty hourly rate per the RFA contract.
- 1.3.2.1.86 Appointed Suzanne Nicholson as RCS Publicity Officer at a stipend of \$1,250 for the 2023-2024 school year. (Split Stipend)
- 1.3.2.1.87 Appointed Stacy Merrill as Webpage Coordinator at a stipend of \$1,952 for the 2023-2024 school year.
- 1.3.2.1.88 Appointed Charles Baker as Co-Advisor of the Clay Target League at a stipend of \$775.
- 1.3.2.1.89 Appointed Dallis Gable Jr. as Co-Advisor of the Clay Target League at a stipend of \$775.
- 1.3.2.1.90 Approved the contract amount of \$5,290 for Student Accident Policy through Smola Consulting for the 2023-2024 school year.
- 1.3.2.1.91 Appointed Katie Harris-Maxwell as SEL Coordinator (3 trainings @ \$500) for the 2023-2024 school year.

Moved: Mrs. Brewer                      Seconded: Mrs. Bulkley

Discussion: Mr. Wilson wanted clarification on APPR Lead Evaluators and possible supervision duties being communicated to staff.

Approved unanimously 7/0.

#### 1.4 Announcements and Reports

- 1.4.1 The next regular meeting of the Board of Education will be held on July 25, 2023 at 6:30pm in the Board Conference Room.

#### 1.5 Other Items

## **2. INTERSCHOOL ACTIVITIES**

### 2.1 Romulus School Forum

### 2.2 Resolutions

- 2.2.1 Acted upon the recommendation of the Superintendent to approve the following:

- 2.2.1.1 Approved the following individuals to work at athletic events for the 2023-2024 seasons: Christine Burke, Babette Bennett, Melody Collinworth, Jeff Felice, Angela

Fox, Lindsay Guy, Elizabeth Houghton, Michael Kaufman, Michael Lichak, Michael Marriam, Paul Matthey, Bryan McCann, Michael Pane, Kerilynn Wasney, and James Werner.

- 2.2.1.2 Authorized rate of pay for game event supervisors, scorekeepers, and timekeepers at a rate of \$60.00 per daily event. (one rate for both JV/Varsity games combined)

Moved: Mrs. Brewer                      Seconded: Mr. Wilson

Discussion: It was noted there was no rate increase from last year.

Approved unanimously 7/0.

2.3 Announcement and Reports

2.4 Other Items

**3. REPORTS TO THE BOARD**

3.1 Resolutions

- 3.1.1 Acted upon the recommendation of the Superintendent to accept the following:

- 3.1.1.1 Organizational chart for the 2023-2024 school year.

- 3.1.1.2 Adopted the BOE meeting schedule for the 2023-2024 school year

- 3.1.1.3 Adopted BOE Committee Assignments for the 2023-2024 school year

Moved: Mr. Karlsen                      Seconded: Mr. Wilson

Discussion: Committee designees were discussed and approved

Approved unanimously 7/0.

3.2 Announcements and Reports

- 3.2.1 President's Report- President Fletcher welcomed Alicia Rath to the BOE and reminded the BOE of the Board Retreat with Attorney Marley July 19<sup>th</sup> at 5:30pm.

- 3.2.2 Board Members Forum- Mrs. Rath introduced herself and gave a brief statement of why she wanted to be on the board and a little background about herself. Mrs. Brewer congratulated the Class of 2023 and commented on the graduation ceremony.

- 3.2.3 Superintendent's Report – Mr. Rotz thanked everyone who is attending the Law Conference on July 27. He shared the current Mascot survey responses to date with the BOE and discussed the committee's progress. The next meeting is scheduled for July 17<sup>th</sup>.

3.3 Other Items

**4. BUSINESS OFFICE REPORTS**

4.1 Resolutions

- 4.1.1 Acted upon the recommendation of the Superintendent to approve the following:

- 4.1.1.1 Established school lunch/breakfast prices thereby charging \$1.85 for breakfast K-12, \$2.71 adult breakfast, \$2.50 for K-5, \$2.50 for 6-12, and \$5.21 adult lunches plus tax during the 2023-2024 school year.

- 4.1.1.2 Approved the Erie 1 BOCES Policy service renewal as a BOCES Cross Contract in the amount of \$1,250 (Level 1 Policy and Administrative update)

- 4.1.1.3 Approved the Services Agreement with US Omni for the period of July 1, 2023 through June 30, 2024 at an amount of \$1,788

- 4.1.1.4 To approve the participation in the cooperative Bid coordinated by W-FL BOCES for various commodities and/or services for the 2023-2024 school year.

4.1.1.5 Approved the Intermunicipal Agreement with South Seneca for SLP services (Speech and Language Provider supervision and signature purposes of Medicaid reimbursable instruction) at a cost of \$1,400 for the 2023-2024 school year plus mileage as needed.

4.1.1.6 Approved the CSEA MOA Bus Driver Recruitment Incentive

~~\*4.1.1.7 To approve the Treasurer's Report for May 2023.~~ This was removed from the agenda- no report was available at this time.

4.1.1.8 Approved the Extra Class Report for June 2023

4.1.1.9 Approved the Extra Class Report- Year End 2022-2023

\*4.1.1.10 Accepted the Internal Auditor Claims Report for April through June 2023

Moved: Mrs. Brewer                      Seconded: Mrs. Rath

Approved unanimously 7/0.

4.2 Announcements and Reports

4.3 Other Items

## 5. COMMUNICATIONS

5.1 Resolutions

5.2 Announcements and Reports

5.3 Other Items

## 6. PERSONNEL

### 6.1 Resolutions in Regard to Administrators and Teachers

6.1.1 Acted upon the recommendation of the Superintendent to approve the following:

6.1.1.1 Approved the following individuals as advisors for the 2023-2024 school year with the salary commensurate with the RFA contact:

6.1.1.1.1 Student Council Advisor High School- Kerilynn Wasney (\$1,790)

6.1.1.1.2 Student Council Advisor Elementary-Heather Higby (\$1,000)

6.1.1.1.3 FFA Advisor- Jami Thompson (Willard) (\$1,500)

6.1.1.1.4 Ex. Director Musical Production (Elem)- Mariah Schrader (\$3,851)

6.1.1.1.5 Ex. Director Musical Production (ML)- Caelin Kordziel (\$3,851)

6.1.1.1.6 Ex. Director Musical Production (HS)- Megan Zanfordino (\$3,851)

6.1.1.1.7 Ex. Director HS Drama Production- Katie Jordan (\$895)

6.1.1.1.8 Music Director (HS)- Katie Jordan (\$2,448)

6.1.1.1.8 Music Director (ML)- Mariah Schrader (\$3,213)

6.1.1.1.10 Music Director (Elementary)- Autumn Twist (\$2,448)

6.1.1.1.11 HS Technical Director (Drama Production) Vacant

6.1.1.1.12 HS Technical Director (HS Musical Production)- Kate Smith (\$750)

\*6.1.1.1.13 ML Technical Director (ML Musical Production)-Felicity Finn (\$750)

\*6.1.1.1.14 Elementary Technical Director (Elementary Musical Production)-Felicity Finn (\$750)

6.1.1.1.15 Stage and Lighting Director- Stacy Merrill (\$300 + additional after hours)

6.1.1.1.16 Choral Music Director- Mariah Schrader (\$420)

6.1.1.1.17 Yearbook Advisor- Kerilynn Wasney (\$4,131)

- 6.1.1.1.18 Marching Band Director- Caelin Kordziel (\$840 per event)
- 6.1.1.1.19 Honor Society Advisor- Laura Feligno (\$1,859)
- 6.1.1.1.20 7<sup>th</sup> Grade Co-Advisor- Karen Zona (\$158)
- 6.1.1.1.21 7<sup>th</sup> Grade Co-Advisor- Kate Smith (\$158)
- 6.1.1.1.22 8<sup>th</sup> Grade Co-Advisor- Katie Jordan (\$158)
- 6.1.1.1.23 8<sup>th</sup> Grade Co-Advisor- Megan Zanfordino (\$207)
- 6.1.1.1.24 9<sup>th</sup> Grade Co-Advisor- Noah Weinman(\$394)
- 6.1.1.1.25 9<sup>th</sup> Grade Advisor- Melissa Lilyea (\$616)
- 6.1.1.1.26 10<sup>th</sup> Grade Advisor- Carlene Augustine (\$794)
- \*6.1.1.1.27 10<sup>th</sup> Grade Advisor- Paul Matthey (\$551)
- 6.1.1.1.28 11<sup>th</sup> Grade Advisor- Carlene Augustine (\$1,872)
- 6.1.1.1.29 11<sup>th</sup> Grade Advisor- Scarlett Travis (\$1,259)
- 6.1.1.1.30 12<sup>th</sup> Grade Advisor- Noah Weinman (\$1,574)
- 6.1.1.1.31 12<sup>th</sup> Grade Advisor- Melissa Lilyea (\$2,307)
- 6.1.1.1.32 Ski Club Co-Advisor- Holly Stekl (\$66 per trip)
- 6.1.1.1.33 Ski Club Co-Advisor- Jenn Gillan (\$50 per trip)
- 6.1.1.1.34 International Travel Club Advisor- Holly Stekl (\$961)
- 6.1.1.1.35 Volunteer/Community Service Advisor- Kathy Stuck (\$421)
- 6.1.1.1.36 Volunteer/Community Service Advisor- Carlene Augustine (\$421)
- 6.1.1.1.37 Weight Room Coordinator (10 months)- Michael Kaufman (\$5,776)
- 6.1.1.1.38 Art Club Co-Advisor-Melanie Shoebridge (\$440)
- 6.1.1.1.39 Art Club Co-Advisor- Stephen Presutti (\$420)
- 6.1.1.1.40 Arts in Education Coordinator- Karen Zona (\$629)
- 6.1.1.1.41 School House Curator- Lisa Freier (\$1,680 +additional hours up to \$900)

Moved: Mrs. Brewer                      Seconded: Mr. Wilson

Approved unanimously 7/0.

- 6.1.1.2 Approved Martin Rotz's Superintendent Contract July 1, 2023 through June 30, 2024 with a salary amount of \$162,685.42 for the 2023-2024 school year.
- 6.1.1.3 Granted Erika Parisian a one-year LOA as Elementary Teacher and to Appoint her as MTSS Coach with Building Level Administrative Duties as written in the TOSA agreement July 1, 2023 through June 30, 2024 at salary of \$77,858 for this 12-month position. She will be eligible for all rights and benefits under the current RASA contract and waives the right to her tenured administrative status.
- \*6.1.1.4 Granted Kerilynn Wasney a one-year LOA as Reading Teacher and to appoint her as Chemistry Teacher effective July 1, 2023 at a salary of \$58,258 (includes increase for teaching outside her tenure area) and is eligible for the salary increase per the RFA contract (3.75%) plus longevity Mrs. Wasney is eligible for all rights and benefits as per the current RFA contract Career Advancement Clause Article XXV Section E.

- 6.1.1.5 Appointed Edward Ninestine as Transportation and Food Service Supervisor for the 2023-2024 school year effective July 1, 2023 per the terms and conditions of the current negotiated contract.
- 6.1.1.6 Acted upon the recommendation of the Superintendent to approve the following individuals as coaches for the Fall Sports Season 2023-2024 school year at a salary commensurate with their experience of the RFA contract:
  - 6.1.1.6.1 Varsity Golf - vacant
  - 6.1.1.6.2 JV Golf- Noah Weinman (\$1,653)
  - 6.1.1.6.3 Varsity Girls Soccer Stephen Presutti (\$4,038)
  - 6.1.1.6.4 Modified Girls Soccer- Hannah Morrell (\$1,653)
  - 6.1.1.7.5 Fall Cross Country- Kelly Jordan-Uline (\$1,639)
- 6.1.1.7 Approved Amanda Pundt as the Creating Healthy school Liaison at a stipend of \$2,500 which is paid through Seneca County for the 2023-2024 school year
- 6.1.1.8 Approved Bonnie Stathis as Elementary Musical Helper at a stipend of \$750 for the 2023-2024 school year.
- 6.1.1.9 Approved Holly Stekl as the Envirothon Advisor at a stipend of \$500 for the 2023-2024 school year.
- 6.1.1.10 Approved the following Teacher Assistants the Extra Duty for the supervision of student on Friday afternoons for pick up at a stipend of \$500 for the 2023-2024 school year.
  - 6.1.1.10.1 Lisa Freier
  - 6.1.1.10.2 Autumn Twist
  - 6.1.1.10.3 Heidi Burke
- 6.1.1.11 Approved Bonnie Stathis as HS Musical Choreographer at a stipend of \$750 for the 2023-2024 school year.
- ~~\*6.1.1.12 To approve Mariah Schrader as HS Musical Helper at a stipend of \$750 for the 2023-2024 school year. This position is vacant.~~
- 6.1.1.13 Approved Laura Feligno as LGBTQ/GSA Advisor at a stipend of \$750 for the 2023-2024 school year.
- 6.1.1.14 Approved Katie Harris-Maxwell as LIFT Program Coordinator at a stipend of \$300 which is paid through Excellus
- 6.1.1.15 Approved Amanda Pundt as the Run Club Advisor at a stipend of \$400 per event for the 2023-2024 school year
- 6.1.1.16 Approved Amanda Pundt as the Warrior Club Advisor at a stipend of \$400 per event for the 2023-2024 school year
- 6.1.1.17 Approved Karen Zona as Mastermind Advisor at a stipend of \$750 for the 2023-2024 school year.
- 6.1.1.18 Approved Autumn Twist as the HS Musical Costume Coordinator at a stipend of \$750 for the 2023-2024 school year.
- 6.1.1.19 Approved extra duty pay for Kate Smith as Gaming Club Co-Advisor through Title IV Grant of \$500 for the 2023-2024 school year.

- 6.1.1.20 Approved extra duty pay for Felicity Finn as Gaming Club Co-Advisor through Title IV Grant of \$500 for the 2023-2024 school year.
- 6.1.1.21 Approved Kate Mager as Elementary Newspaper Club Advisor at a stipend of \$472 for the 2023-2024 school year.
- 6.1.1.22 Approved extra duty pay for the following as Sources of Strength through Title IV Grant of \$500 each for the 2023-2024 school year.
  - 6.1.1.22.1 Katie Harris-Maxwell
  - 6.1.1.22.2 Gina Lynch
  - 6.1.1.22.3 Mariah Schrader
- 6.1.1.23 Approved extra duty pay for Scarlet Travis as Power Club Co-Advisor not to exceed \$500 for the 2023-2024 school year.
- 6.1.1.24 Approved extra duty pay for Angela Fox as Power Club Co-Advisor not to exceed \$500 for the 2023-2024 school year.
- \*6.1.1.25 Approved the extra duty pay for Katie Harris-Maxwell as Power Club Co-Advisor not to exceed \$500 for the 2023-2024 school year.
- \*6.1.1.26 Approved the Superintendent Conference request to the Fall Leadership Summit October 1-3, 2023 in Saratoga, NY at a cost not to exceed \$1,900 to include accommodations, registration, meals and travel costs.
- \*6.1.1.27 Accepted the resignation of Kaitlyn Mager as Special Education Teacher effective August 10, 2023.
- \*6.1.1.28 Approved the Edward Ninestine's School District Treasurer Contract effective July 1, 2023 through June 30, 2026 with a salary of \$113,295 for the 2023-2024 school year.

Motion by Mrs. Brewer to add 6.1.1.29 and was seconded by Mrs. Fletcher – unanimously approved 7/0

- 6.1.1.29 Accept the retirement resignation of Marty Rotz as Superintendent effective June 30, 2024 with regrets

Moved: Mr. Wilson                      Seconded: Mr. Karlsen

Approved unanimously 7/0.

- 6.2.1 Acted upon the recommendation of the Superintendent to approve the following individuals as advisors for the 2023-2024 school year with the salary commensurate with the RFA contact:
  - 6.2.1.2 Approved Paige Salmon as Assistant to the Data Coordinator at a stipend of \$2,500 for the 2023-2024 school year.
  - \*~~6.2.1.3 To approve Lisa Bush as Coffee Shop Advisor at a stipend of \$500. This position is vacant.~~
  - 6.2.1.4 Approved Jennifer Gillan as the RCS Publicity Coordinator at a stipend of \$1,250 for the 2023-2024 school year (Split Stipend)
  - 6.2.1.5 Accepted the Medical Leave of absence for Charles Baker from June 19, 2023 through July 10, 2023 pending physician's release.

6.2.1.6 Approved extra duty hours for the following personnel as needed with approval of their direct supervisor at their current contractual rate of pay for the 2023-2024 school year.

- 6.2.1.6.1 Shyanne Bennett
- 6.2.1.6.2 Marsha Burlew
- 6.2.1.6.3 Lisa Bush
- 6.2.1.6.4 Kathy Craig
- 6.2.1.6.5 Tracie Currier
- 6.2.1.6.6 Jennifer Fowler
- 6.2.1.6.7 Jennifer Gillan
- 6.2.1.6.8 Christine Lichak
- 6.2.1.6.9 Abigail Matthey
- 6.2.1.6.10 Pam McDonald
- 6.2.1.6.11 Mary Moore
- 6.2.1.6.12 Hannah Morrell
- 6.2.1.6.13 Paige Salmon
- 6.2.1.6.15 Georgia Strong
- 6.2.1.6.16 Mary Ann Wingler

6.2.1.7 Accepted the resignation of Dessirae Hooper as Bus Monitor effective July 11, 2023.

6.2.1.8 Approved the overnight conference request of Edward Oldfield to attend the Paving a Path to the Future - School Facilities Association conference in Saratoga, NY October 8-11, 2023 at a cost not to exceed \$1,500 which includes registration, accommodations, meals and travel expenses.

Moved: Ms. Fletcher                      Seconded: Mrs. Brewer

Approved unanimously 7/0.

### 6.3 Resolutions, Other

6.3.1 Acted upon the recommendation of the Superintendent to approve the following personnel issues:

6.3.1.1 Approved the current substitute staff listing for the 2023-2024 school year.

Moved: Mrs. Brewer                      Seconded: Mr. Karlsen

Approved unanimously 7/0.

### 6.4 Announcements and Reports

### 6.5 Other Items

## 7. CURRICULUM

### 7.1 Resolutions

7.1.1 Acted upon the recommendation of the Superintendent to approve the following placement/academic opportunities:

7.1.1.1 Approved the placement of the Committee on Special Education minutes dated June 13, 2023 (Student Number #67303); from the meeting dated June 21, 2023 (Student Number #67333).

7.1.1.2 CPSE Meeting minutes- none offered.

7.1.1.3 Approved the placement of the Section 504 Committee meeting minutes dated June 12, 2023 (Student Number #67098).

Moved: Ms. Fletcher           Seconded: Mr. Wilson

Approved unanimously 7/0.

7.2 Announcements and Reports

7.3 Other Items

**8. BUILDING AND GROUNDS**

8.1 Resolutions

8.2 Announcements and Reports

8.3 Other Items

**9. TRANSPORTATION**

9.1 Resolutions

9.1.1 Approved the following occasional drivers for the 2023-2024 school year

9.1.1.1 Edward Ninestine

9.1.1.2 Jami Thompson (Willard)

9.1.1.3 Angela Fox

9.1.1.4 Holly Stekl

9.1.1.5 Karen Zona

9.1.1.6 Jennifer Gillan

9.1.1.7 Katie Harris-Maxwell

9.1.1.8 Hannah Morrell

Moved: Mrs. Wolverton       Seconded: Mr. Karlsen

Approved unanimously 7/0.

9.2 Announcements and Reports

9.3 Other Items

**10. EXECUTIVE SESSION – was needed** for additional discussion on personnel item with no further action being taken this evening. Moved by Mrs. Brewer at 8:42pm and was seconded by Mr. Karlsen.

Approved unanimously 7/0.

Motion to adjourn the executive session and return to the open meeting at 9:04pm by Mr. Wilson and seconded by Mrs. Rath.

Approved unanimously 7/0.

**11. Second Public Comment-** none offered

**12. ADJOURNMENT**

A motion was offered to adjourn at 9:05

Moved: Mr. Karlsen           Seconded: Mrs. Wolverton

Approved unanimously 7/0.

**13. DISTRIBUTIONS**

13.1 BOE Member listing

**14. NEGOTIATIONS COMMITTEE MEETING- if needed**

Note: Items added to the Agenda after it was first distributed (i.e., addendum items) are marked with an asterisk [\*] preceding the outline number.