

ROMULUS CENTRAL SCHOOL
ROMULUS, NY 14541
BOARD OF EDUCATION REGULAR MEETING MINUTES
TUESDAY, AUGUST 8, 2022
5:30 PM NEGOTIATIONS COMMITTEE MEETING
6:30 PM-BOARD OF EDUCATION CONFERENCE ROOM

PRESENT: Tenneille Brewer-Vice President, Beth Bulkley, Erik Karlsen, Alicia Rath and Kimberly Wolverton

OTHERS PRESENT: Suzanne Nicholson-District Clerk, Marty Rotz-Superintendent, Edward Ninestine-School District Treasurer, Mike Pane-AD/Dean of Students and Michelle Lapp

ABSENT: Rachele Fletcher-President and Thomas Wilson

1. OPENING AND MINUTES

1.1 Call to Order at 6:33pm by Vice-President Brewer

1.1.1 Pledge of Allegiance

1.1.2 Public Comment- none offered

1.1.3 Board of Education Members

1.2 Resolution to Approve Minutes

1.2.1 Approved the Minutes of the Board of Education Re-Organizational Meeting of July 11, 2023.

Moved: Mrs. Wolverton Seconded: Mr. Karlsen

Approved unanimously 5/0.

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 #4.1.1.5, #6.1.1.5 and #6.1.1.6

Moved: Mrs. Wolverton Seconded: Mr. Karlsen

Approved unanimously 5/0.

EXECUTIVE SESSION HELD

1.3.1.2 Executive Session was needed for the Discussion of particular personnel item as permissible under the Open Meetings Law and was requested by Mrs. Brewer at 6:35pm with Mr. Pane invited to stay for this session.

Moved: Mrs. Rath Seconded: Mrs. Wolverton

Approved unanimously 5/0.

Motion to adjourn the executive session and return to the open meeting by Mr. Karlsen and seconded by Mrs. Bulkley at 6:58pm

Approved unanimously 5/0.

1.4 Announcements and Reports

1.4.1 The next regular meeting of the Board of Education on Tuesday, August 22, 2023, at 6:30pm in the Board of Education Conference Room. There will be a Facilities Committee

meeting at 5:30pm and the regular meeting will start with a Public Hearing for the annual policies review.

1.5 Other Items

2. **INTERSCHOOL ACTIVITIES**

2.1 Romulus Student Forum

2.2 Resolutions

SENSORY MOTOR IN THE CLASSROOM RFEO GRANT APPROVED

2.2.1 Accepted the Sensory Motor Regulation in the Classroom RFEO Grant as written by Ms. Betsy Brown in the amount of \$830

K-2 RUN CLUB RFEO GRANT APPROVED

2.2.2 Accepted the K-2 Run Club RFEO Grant as written by Mrs. Amanda Pundt in the amount of \$299

Moved: Mrs. Rath Seconded: Mrs. Wolverton

Approved unanimously 5/0.

2.3 Announcement and Reports

2.4 Other Items

3. **REPORTS TO THE BOARD**

3.1 Resolutions

3.2 Announcements and Reports

3.2.1 President's Report- Mrs. Brewer acknowledged Rachelle's wedding event and congratulated the newlyweds.

3.2.2 Board Members Forum- Mrs. Wolverton invited the Board members to visit the finished nature trail.

3.2.3 Superintendent's Report- Mr. Rotz commented on the annual policy reviews for the Code of Conduct, Comprehensive Attendance Policy and the Emergency Safety Plan that will be up for public comment at the next meeting. Minimal changes have been made to the policies, any questions or concerns should be forwarded to him. Mr. Rotz also updated the BOE regarding the Grant award for records/documents preservation paper to digital storage. He asked the BOE for their approval of keeping at least 50% of the funds in house. Approximately \$36,530 would go to Image Integrator for the scanning of the documents. The balance would be used for in-house extra duty work for our employees working on this project.

Lastly, Mr. Rotz asked the Board members to prioritize the extra work projects previously discussed to be able to get them scheduled. The Board agreed that the safety projects and schoolhouse (Glazing of the 1st floor windows, Upgrade to the Lockdown System and the Schoolhouse renovations) should be top priority. They asked for more information on the solar powered scoreboard and comparison to a hard-wired model and an updated quote for the turf infield on the baseball field. The turf project would need to be approved this fall so it can be utilized in the spring. The auditorium upgrades to the light

board and remote access to the adjustable lights was put on hold until more information is available concerning compatibility with other systems currently in place and impact on the renovations to the auditorium space within the Capital Project.

MANDATORY SEATBELT USE APPROVED

3.3 Other Items- Mr. Ninestine held a discussion for the use of seatbelts on school buses for PreK-5th grade students. The drivers were all in agreement with this being implemented and would increase student safety and management on the bus. The transportation department implemented seatbelts during summer school, and they were very pleased with the results. The Board approved for this to be mandatory for the upcoming school year.

4. BUSINESS OFFICE REPORTS

4.1 Resolutions

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

SENECA REAL PROPERTY TAX SERVICE APPROVED FOR CREATION OF 2023 SCHOOL TAX BILLS

4.1.1.1 Approved Seneca Real Property Tax Service to prepare using information provided by the Romulus School District, extended tax rolls for Romulus, in the form of the RPS147D1 and RPS155D1 in both printed and electronic form.

SCHOOL TAX LEVY AUTHORIZED

4.1.1.2 BE IT, THEREFORE, RESOLVED THAT, the Board of Education of the Romulus Central School District adopt the SCHOOL TAX LEVY for the 2023-2024 school year at \$5,967,068 and TAX RATES for the 2023-2024 school year as follows:

Town of Fayette	\$15.0431
Town of Romulus	\$22.1041
Town of Varick	\$20.4359

THEREFORE, BE IT RESOLVED THAT, the Board of Education of the Romulus Central School District adopts the LIBRARY TAX LEVY for the 2023-2024 school year at \$29,000.00 and TAX RATES for the 2023-2024 school year as follows:

Town of Fayette	\$0.0731
Town of Romulus	\$0.1074
Town of Varick	\$0.0993

AND BE IT RESOLVED THAT, the Board of Education of the Romulus Central School District fix the equalization tax rates by towns, and confirm the extension of the taxes as they appear on the following described tax rolls:

	Total Assessed by Valuations by Towns	Equal. Tax Rate/Town	True Value Valuations By Town
Fayette	\$ 79,541,490.00	0.7200	\$110,474,292.00
Romulus	\$ 71,332,006.00	0.4900	\$145,555,114.00
Varick	\$156,294,471.00	0.5300	\$294,895,228.00

AND, IT IS FURTHER DIRECTED THAT, the Tax Warrant of the Board of Education of the Romulus Central School District, duly signed, shall be affixed to the above described tax

rolls authorizing the collection of said taxes to begin September 1, 2023 and November 30, 2023, giving the Tax Warrant an effective period of 90 days at the expiration of which time the Tax Collector shall make an accounting, in writing, to the Board of Education of the Romulus Central School District;

AND, IT IS FURTHER DIRECTED THAT, the delinquent tax penalties shall be fixed as follows:

No penalty	September 1 st through September 30 th , 2023
2% penalty	October 1 st through October 31 st , 2023
3% penalty	November 1 st through November 30 th , 2023
No taxes accepted after November 30 th , 2023	

AND, that the approval of the Board of Education of the Romulus Central School District shall be Treasurer-endorsed on the face of Fidelity Bond furnished for the Tax Collector and said Bond shall be filed as required by law.

FL COMMUNITY HEALTH CONTRACT ACCEPTED

4.1.1.3 Accepted the School Medical Support Services of Finger Lakes Community Health at an annual contract amount of \$12,500 August 1, 2023 through July 30, 2024. (\$500 increase from 2022-2023)

RCS BACKPACK PROGRAM DONATION ACCEPTED

4.1.1.4 Accepted the donation from the RCS Backpack program to pay off the negative account balances from the cafeteria from 2022-2023 in the amount of \$3,154.92

ASSORTED STUDENT CHAIRS DECLARED AS SURPLUS

*4.1.1.5 Declared the following items as surplus and to accept donations for purchase sold as is in good used condition.

4.1.1.5.1 (46) Student Chairs- white wood/metal construction

4.1.1.5.2 (28) Assorted wooden kindergarten student chairs

Moved: Mrs. Rath Seconded: Mrs. Bulkley

Discussion: Mr. Karlsen inquired who sets the penalty amounts and dates and if they are standard fees. Mr. Ninestine says the County sets those and they are consistent throughout Seneca County. Mrs. Brewer commented on the large amount due from unpaid meals in the cafeteria. Mr. Ninestine stated that this is an on-going issue and the amount gets larger each year. He is hoping that the school qualifies for the Community Eligibility Program (CEP) so all students will have free meals which will alleviate this issue all together.

Approved unanimously 5/0.

4.2 Announcements and Reports

4.2.1 Accounts "A" General Fund dated 06/01/23 to 06/30/23; Warrant No. 98 for Accounts "A" General Fund dated 06/01/23 in the amount of \$16,770.67; Warrant No. 99 for Accounts "A" General Fund dated 06/08/23 in the amount of \$248,171.06; Warrant No. 100 for Accounts "A" General Fund dated 06/15/23 in the amount of \$6,386.33; Warrant No. 104 for Accounts "A" General Fund dated 06/21/23 in the amount of \$7,331.51; Warrant No. 105 for Accounts "A" General Fund dated 06/29/23 in the amount of \$209,531.22;

Warrant No. 108 for Accounts "A" General Fund date 06/30/23 in the amount of \$59,026.09.

Accounts "A" General Fund A/P dated 07/01/23 to 07/31/23; Warrant No. 1 for Accounts "A" General Fund A/P dated 07/13/23 in the amount of \$73,026.31; Warrant No. 5 for Accounts General Fund A/P dated 07/20/23 in the amount of \$3,295.64; Warrant No. 8 for Accounts "A" General Fund A/P dated 07/27/23 in the amount of \$672.70

Accounts "A" General Fund dated 07/01/23 to 07/31/23; Warrant No. 6 for Accounts "A" General Fund dated 07/20/23 in the amount of \$26,485.52; Warrant No. 7 for Accounts "A" General Fund dated 07/27/23 in the amount of \$166,405.10.

4.2.2 Accounts "C" Cafeteria Fund dated 06/01/23 to 06/30/23; Warrant No. 36 for Accounts "C" Cafeteria Fund dated 06/01/23 in the amount of \$5,871.21; Warrant No. 37 for Accounts "C" Cafeteria Fund dated 06/08/23 in the amount of \$3,368.89; Warrant No. 38 for Accounts "C" Cafeteria Fund dated 06/29/23 in the amount of \$2,534.74.

Accounts "C" Cafeteria Fund A/P dated 07/01/23 to 07/31/23; Warrant No. 1 for Accounts "C" Cafeteria Fund A/P dated 07/31/23 in the amount of \$3,807.96; Warrant No. 2 for Accounts "C" Cafeteria Fund A/P dated 07/20/23 in the amount of \$2,308.04.

Accounts "C" Cafeteria Fund Dated 07/01/23 to 07/31/23; Warrant No. 3 for Accounts "C" Cafeteria Fund dated 07/27/23 in the amount of \$4,585.59.

4.2.3 Accounts "F" Federal Funds dated 06/01/23 to 06/30/23; Warrant No. 37 for Accounts "F" Federal Fund dated 06/01/23 in the amount of \$1,111.96; Warrant No. 38 for Accounts "F" Federal Funds dated 06/08/23 in the amount of \$68,580.00; Warrant No. 39 for Accounts "F" Federal Funds dated 06/15/23 in the amount of \$1,487.06; Warrant No. 40 for Accounts "F" Federal Funds dated 06/29/23 in the amount of \$1,119.29.

Accounts "F" Federal Funds A/P dated 07/01/23 to 07/31/23; Warrant No. 1 for Accounts "F" Federal Funds A/P dated 07/13/23 in the amount of \$153.71; Warrant No. 3 for Accounts "F" Federal Funds A/P dated 07/27/23 in the amount of \$4,030.77.

Accounts "F" Federal Funds dated 07/01/23 to 07/31/23; Warrant No. 2 for Accounts "F" Federal Funds dated 07/20/23 in the amount of \$70.22.

4.2.4 Accounts "H" Capital Funds dated 06/01/23 to 06/30/23; Warrant No. 15 for Accounts "H" Capital Funds dated 06/08/23 in the amount of \$180,213.88; Warrant No. 16 for Accounts "H" Capital Funds dated 06/15/23 in the amount of \$45.00.

Accounts "H" Capital Funds dated 07/01/23 to 07/31/23; Warrant No. 1 for Accounts "H" Capital Funds dated 07/13/23 in the amount of \$140,924.50; Warrant No.2 for Accounts "H" Capital Funds dated 07/20/23 in the amount of \$11,793.60.

4.2.5 Accounts "T/E" Expendable Trust Funds dated 06/01/23 to 06/30/23; Warrant No. 1 for Accounts "T/E" Expendable Trust Funds dated 06/08/23 in the amount of \$3,585.00; Warrant No. 2 "T/E" Expendable Trust Funds dated 06/15/23 in the amount of \$4,250.00.

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 personnel issues:

MICHELLE LAPP APPOINTED AS ELEMENTARY TEACHER

6.1.1.1 Appointed Michelle Lapp of Waterloo, NY on July 26, 2023, who holds a Professional New York Certification that will permit her to teach as an Elementary Teacher in the public schools of New York State to a Full-Time probationary position commencing on August 9, 2023 and ending on August 8, 2027 with eligibility in three years. Tenure is subject to the provisions in the revised NY School Law 3020 effective July 1, 2015. Ms. Lapp will have a starting salary of \$55,000 with all rights and benefits as per the RFA negotiated contract.

RESIGNATION OF MONICA WURSTER AS ELEMENTARY TEACHER ACCEPTED

6.1.1.2 Accepted the resignation of Monica Wurster as Elementary Teacher effective July 25, 2023.

REDACTED AND RESCINDED KATE MAGER'S ELEMENTARY NEWSPAPER ADVISOR APPOINTMENT

6.1.1.3 Redacted and Rescinded the Elementary Newspaper Advisor appointment of Kate Mager from the July 11, 2023 meeting.

ACCEPTED THE RESIGNATION OF CHARLES STEWART AS TECHNOLOGY TEACHER

6.1.1.4 Accepted the resignation of Charles Stewart as Technology Teacher effective July 28, 2023.

**ACCEPTED THE RESIGNATION OF KELLY JORDAN-ULINE AS ELEMENTARY PHYSICAL EDUCATION
TEACHER**

*6.1.1.5 Accepted Kelly Jordan-Uline's resignation as Elementary Physical Education Teacher effective August 3, 2023.

REDACTED AND RESCINDED KELLY JORDAN-ULINE'S FALL CROSS COUNTY COACH APPOINTMENT

*6.1.1.6 Redacted and Rescinded the appointment of Kelly Jordan-Uline as Fall Cross Country Coach from the meeting held on July 11, 2023.

Moved: Mr. Karlsen Seconded: Mrs. Rath

Approved unanimously 5/0.

6.2 Resolutions in Regard to Support Staff

6.2.1 Acted upon the recommendation for the Superintendent to approve the following :

PAIGE SALMON'S HOURLY RATE ADJUSTED FOR STIPEND AMOUNT

6.2.1.1 Converted the previously appointed stipend of Paige Salmon for Assistant to the Data Coordinator so that it is added to her hourly rate by \$1.62 for all hours worked effective July 1, 2023.

Moved: Mrs. Wolverton Seconded: Mr. Karlsen

Approved unanimously 5/0.

6.3 Resolutions, Other

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

JOSH DAKE APPROVED AS GUIDANCE INTERN

6.3.1.1 Approved Josh Dake of Canandaigua, NY as a Guidance Intern August 31, 2023 through December 10, 2023. This is an unpaid internship.

ANN GUINAN APPROVED AS VARSITY GOLF COACH

6.3.1.2 Approved Ann Guinan of Romulus, NY as Varsity Golf Coach at a stipend of \$3,034 for the 2023-2024 season.

Moved: Mrs. Rath S Seconded: Mr. Karlsen

Approved unanimously 5/0.

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 To approve the placement of the Committee on Special Education Minutes—none~~

~~7.1.1.2 To approve the placement of the Committee on Preschool Special Education—none~~

~~7.1.1.3 To approve the placement of the Section 504 Meeting Minutes—none~~

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

9.2 Announcements and Reports

9.3 Other Items

10. EXECUTIVE SESSION – not needed

11. PUBLIC COMMENT 2nd Session- none offered

12. ADJOURNMENT

A motion was offered to adjourn at 7:56pm

Moved: Mr. Karlsen Seconded: Mrs. Wolverton

Approved unanimously 5/0.

13. DISTRIBUTIONS

13.1 District Emergency Response Plan Summary

13.2 Policy #7310 Romulus Code of Conduct

13.3 Policy #7110 Comprehensive Student attendance

13.4 Local Transportation Agreement for Students in Foster Care

14. **NEGOTIATIONS COMMITTEE MEETING**-held prior to the regular meeting.

*Addendum items

Respectfully submitted,

Suzanne Nicholson

District Clerk