

**ROMULUS CENTRAL SCHOOL  
ROMULUS, NY 14541  
BOARD OF EDUCATION REGULAR MEETING MINUTES  
TUESDAY, JANUARY 10, 2023  
7:00 PM MEETING  
BOARD OF EDUCATION CONFERENCE ROOM**

**PRESENT:** Rachelle Fletcher-President, Jennifer Yuhas-Vice President, Tenneille Brewer, Erik Karlsen, Thomas Wilson and Kimberly Wolverton

**OTHERS PRESENT:** Suzanne Nicholson-District Clerk, Marty Rotz-Superintendent, Edward Ninestine-School District Treasurer, Mike Pane-Dean of Students/Athletic Director, Jaclyn McCann, Kerilynn Wasney and Jeff Newcomb

**ABSENT:** Beth Bulkley

The Board members picture was taken for the yearbook.

**1. OPENING AND MINUTES**

1.1 Call to Order at 7:05pm by President Fletcher

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 Meetings of December 13, 2022.

Moved: Mrs. Brewer                      Seconded: Mr. Wilson

Approved Unanimously 6/0

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 #4.1.1.7 and #6.2.1.3

Moved: Mrs. Brewer                      Seconded: Mr. Wilson

Approved Unanimously 6/0

**EXECUTIVE SESSION HELD**

1.3.1.2 An Executive Session was needed for the discussion of a particular personnel items at 7:07pm

Moved: Mrs. Yuhas                      Seconded: Mrs. Brewer

Approved Unanimously 6/0

1.3.1.3 Motion to adjourn the Executive Session and return to the open session meeting at 7:31pm

Moved: Mrs. Brewer                      Seconded: Mrs. Yuhas

Approved Unanimously 6/0

1.4 Announcements and Reports

1.4.1 The next regular meeting of the Board of Education on Tuesday, January 24, 2023 at 7:00pm in the Board of Education Conference Room.

1.5 Other Items

2. **INTERSCHOOL ACTIVITIES**

2.1 Romulus Student Forum

2.2 Resolutions

**ACCEPTED RFEO WASHINGTON TRIP GRANT**

2.2.1 Accepted the RFEO Washington DC Trip Grant as written by Mrs. Melissa Lilyea in the amount of \$9,800

**ACCEPTED RFEO SKI CLUB TRANSPORTATION GRANT**

2.2.2 Accepted the RFEO Ski Club Transportation Support Grant as written by Mrs. Holly Stekl in the revised amount of \$600.

**COMBINED SPORTS DISCUSSION AND APPROVAL OF SPRING GIRLS LACROSSE WITH MYNDERSE ACADEMY**

2.2.3 To approve the participation with South Seneca and Mynderse Academy for the following sports as agreed on terms for combining sports upon the recommendation of the Superintendent. The host school will use coaches' salary schedule and coaches' handbook of the said host district and the students from each district will follow their own school's code of conduct. All costs associated with the combined athletic program for the 2022-2023 (such as supplies, official, salaries and transportation) will be based on the percentage of the athletes that participate from Romulus and South Seneca/Romulus and Mynderse Academy

~~2.2.3.1 Combined Modified Baseball hosted by Romulus and the JV and Varsity Baseball hosted by South Seneca Central School~~ **Tabled**

~~2.2.3.2 Combined Modified Softball hosted by Romulus and the JV and Varsity Softball hosted by South Seneca Central School~~ **Tabled**

~~2.2.3.3 Combined Modified, JV, Varsity Track and Field hosted by South Seneca Central School~~ - **Tabled**

2.2.3.4 Combined Modified, JV, Varsity Girls Lacrosse hosted by Mynderse Academy (Seneca Falls Central School)

Moved: Mr. Wilson                      Seconded: Mrs. Wolverton

Discussion: Mrs. Yuhas questioned if the senior class was considered to join the DC trip since they missed out last year. The funding was provided for the junior class only at this time. Mr. Wilson requested clarification on the ski club transportation costs and offered a donation of \$400 to help offset the transportation costs. He wants to make sure any additional costs are conveyed to the parents as soon as possible. The Board then held a discussion on the combined spring sports teams. The board would like to see sign up numbers and survey results before deciding on combining teams.

A Motion by Ms. Fletcher to table items 2.2.3.1, 2.2.3.2 and 3.2.3.3 until the next meeting was seconded by Mrs. Yuhas

Approved Unanimously 6/0

Approval for 2.2.1, 2.2.2 and 2.2.3.4 were motioned by Mr. Wilson and seconded by Mrs. Wolverton

Approved Unanimously 6/0

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- President Fletcher requested the members to review the current committee assignment listing and be prepared for the next meeting to make changes as needed to the listing. The SuperEval training will be taking place at 5:30pm before the January 24<sup>th</sup> meeting.

#### 3.2.2 Board Members Forum

3.2.3 Superintendent's Report- Mr. Rotz reported the issue with the HVAC system and the main circulation pump has failed with repairs and parts slated to begin next week. The elementary gym roof heating unit fan has failed. The new unit is set to arrive late next week. The maintenance department is working hard to keep the temperature stable in this area. Mr. Rotz reported that our school attorney's office is hesitant to write an opinion until final regulations are received from the State. Allison Marley from the Ferrara Law Firm will be attending the BOE meeting on the 25<sup>th</sup> to discuss the mascot issue. He also commented on the letter received from the Seneca County Health Department suggesting that we make a slight policy change to #7221 and list naloxone specifically. This will be reviewed by the policy committee. Mr. Rotz alerted the members of an upcoming public hearing regarding a PILOT for a solar farm in our district. It will be held on the 18<sup>th</sup> at 2:00pm at the Town of Romulus Office Building. He has not been able to get any financial impact numbers for this project. Lastly, he distributed the stipend review packet with information from the advisors on time spent during and after contract hours along with the duty descriptions. The negotiations Committee should review and forward any questions to him directly.

Mrs. Yuhas left the meeting at 8:35pm

#### 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 Accepted the Treasurer's Report November 2022

4.1.1.2 Accepted the Student Accounts Extra Curricular Monthly Report for December 2022

**DONATION ACCEPTED FROM THE SENECA COUNTY SHERIFF'S POLICE BENEVOLENT ASSOCIATION**

4.1.1.3 Accepted the donation from the Seneca County Deputy Sheriff's Police Benevolent Association, Inc. in the amount of \$250.00 for Elementary Student Birthday Ice Cream purchases.

**CREATION OF 5 BUS DRIVER TRAINEE POSITIONS**

4.1.1.4 Authorized the creation of five (5) additional School Bus Driver Trainee positions for the 2022-2023 school year. This position will follow the Seneca County Civil Service guidelines. Minimum hourly rate of \$15.37 and will be based upon experience and rights and benefits will be negotiated under the CSEA contract.

**EXTRA CLASSROOM AUDIT REPORT ACCEPTED**

4.1.1.5 Accepted the Extra Classroom Activity Funds Financial Report for the year ended June 30, 2022 from Mengel, Metzger, Barr and Co., LLP

**EXTRA CLASSROOM CORRECTIVE ACTION PLAN LETTER APPROVED**

4.1.1.6 Approved the recommendations from the District Treasurer to the Corrective Action Plan Letter in response to the Extra Classroom Activity Fund audit report written by Mengel, Metzger, Barr and Co., LLP

\*4.1.1.7 Accepted the Internal claims Auditor report for October, November and December 2022.

Moved: Mrs. Brewer                      Seconded: Mr. Wilson

Approved Unanimously 5/0

**4.2 Announcements and Reports**

- 4.2.1 Accounts "A" General Fund dated 11/01/22 to 11/30/22; Warrant No. 44 for Accounts "A" General Fund dated 11/22/22 in the amount of \$1,832.25.  
Accounts "A" General Fund dated 12/01/22 to 12/31/22; Warrant No. 45 for Accounts "A" General Fund dated 12/01/22 in the amount of \$218,357.05; Warrant No. 48 for Accounts "A" General Fund dated 12/08/22 in the amount of \$6536.61; Warrant No. 49 for Accounts "A" General Fund dated 12/15/22 in the amount of \$22,069.18; Warrant No. 52 for Accounts "A" General Fund dated 12/21/22 in the amount of \$5,337.90; Warrant No. 53 for Accounts "A" General Fund dated 12/28/22 in the amount of \$15,855.05.
- 4.2.2 Accounts "C" Cafeteria Fund dated 12/01/22 to 12/31/22; Warrant No. 13 for Accounts "C" Cafeteria Fund dated 12/01/22 in the amount of \$4,021.22; Warrant No. 14 for Accounts "C" Cafeteria Fund dated 12/08/22 in the amount of \$3,5770.14; Warrant No. 15 for Accounts "C" Cafeteria Fund dated 12/15/22 in the amount of \$4,224.15; Warrant No. 16 for Accounts "C" Cafeteria Fund dated 12/21/22 in the amount of \$6,317.17; Warrant No. 17 for Accounts "C" Cafeteria Fund dated 12/28/22 in the amount of \$1,830.33.
- 4.2.3 Accounts "F" Federal Funds dated 11/01/22 to 11/30/22; Warrant No. 15 for Accounts "F" Federal Fund dated 11/22/22 in the amount of \$168.00.  
Accounts "F" Federal Funds dated 12/01/22 to 12/31/22; Warrant No. 16 for Accounts "F" Federal Fund dated 12/01/22 in the amount of \$794.43; Warrant No. 17 for Accounts "F" Federal Funds dated 12/08/22 in the amount of \$173.09; Warrant No 18 for Accounts "F" Federal Funds dated 12/21/22 in the amount of \$1,325.81.
- 4.2.4 Accounts "H" Capital Funds dated 12/01/22 to 12/31/22; Warrant No. 3 for Accounts "H" Capital Fund dated 12/01/22 in the amount of \$7,501.69; Warrant No. 4 for Accounts "H" Capital Fund dated 12/21/22 in the amount of \$3,115.50.

**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**

**6.2 Resolutions in Regard to Support Staff**

6.2.1 Acted upon the recommendation for the Superintendent to approve the following **RICHARD GOODLIFF PERMANENT STATUS APPROVED**

6.2.1.1 Approved the Permanent Status of Richard Goodliff as School Bus Driver effective January 25, 2023.

**RESIGNATION OF JOSEPH CHIARILLI ACCEPTED**

6.2.1.2 Accepted the resignation of Joseph Chiarilli as School Bus Driver effective January 5, 2023.

**1 YEAR LOA AND APPOINTED KELLY UPDYKE AS COOK/MANAGER**

\*6.2.1.3 Authorized the one-year Leave of Absence for Kelly Updyke as Head Cook and appointed her as Cook/Manager effective January 11, 2023. This one-year probationary appointment will begin on January 11, 2023 and end on January 10, 2024. Kelly will have any hourly salary of \$23.40 and retain all rights and benefits as per the CSEA contract.

Moved: Mrs. Wolverton      Seconded: Mrs. Brewer

Approved Unanimously 5/0

6.3 Resolutions, Other

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

**APPROVED FITNESS ROOM VOLUNTEERS**

6.3.1.1 Approved the following fitness room volunteers for the 2022-2023 school year pending necessary trainings.

6.3.1.1.1 Mackenzie Woodard of Interlaken, NY (Current Teacher Aide)

6.3.1.1.2 Kelly Calabrese of Romulus, NY (Previously volunteered last year)

6.3.1.1.3 Mackenzie Pacyliak of Romulus, NY (Pending Fingerprint Clearance)

6.3.1.1.4 Krystin Jones of Romulus, NY

**APPROVED JENNIFER ZELLO AS NON-CERTIFIED SUBSTITUTE TEACHER**

6.3.1.2 Approved Jennifer Zello of Romulus, NY as a non-certified substitute teacher (Grades PreK-8) at a daily rate of \$110 as needed per diem for the 2022-2023 school year pending fingerprint clearance.

Moved: Mrs. Brewer      Seconded: Mr. Wilson

Discussion: Mrs. Wolverton asked for clarification on what the hours the weightroom was operating and could the district pay for supervision? Mr. Rotz reported that currently the weightroom was open Monday-Thursday 2:30-5:00pm. Now that there are volunteers interested- a schedule would be drafted to have the facility open from 5 to 8pm Mondays-Thursday. Mr. Ninestine recommended that payment for this service would be outside of the school budget standards.

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 Approved the placement of the Committee on Special Education Minutes dated December 14, 2022 (Student Number #67401); from the meeting dated December

15, 2022 (Student Number #67272); from the meeting dated December 16, 2022 (Student Numbers #67521); from the meeting dated December 20, 2022 (Student Number #67510).

7.1.1.2 Approved the placement of the Section 504 Committee on Special Education Minutes dated December 13, 2022 (Student Number #67520); and from the meeting dated December 14, 2022 (Student Numbers #66871 and #67356); from the meeting dated December 15, 2022 (Student Numbers #06859 and #06501).

Moved: Mr. Wilson                      Seconded: Mrs. Brewer

Approved Unanimously 5/0

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

9.2 Announcements and Reports

9.3 Other Items

**10. EXECUTIVE SESSION – not needed**

**PUBLIC COMMENT 2<sup>nd</sup> Session- none offered.**

**12. ADJOURNMENT**

A motion was offered to adjourn at 8:50pm

Moved: Mrs. Brewer                      Seconded: Mr. Wilson

Approved Unanimously 6/0

**13. DISTRIBUTIONS**

**14. NEGOTIATIONS COMMITTEE MEETING- not needed**

Respectfully Submitted,

Suzanne Nicholson

District Clerk