

**ROMULUS CENTRAL SCHOOL**  
**ROMULUS, NY 14541**  
**BOARD OF EDUCATION REGULAR MEETING AGENDA**  
**TUESDAY MARCH 21, 2023**  
**Postponed from March 14, 2023**  
**6:30 PM MEETING**  
**BOARD OF EDUCATION CONFERENCE ROOM**

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

**OTHERS PRESENT:** Suzanne Nicholson-District Clerk, Marty Rotz-Superintendent, Edward Ninestine-School District Treasurer, Mike Pane AD/Dean of Students, Ralph Walborn, Gigi Consolie, Jennifer Consolie, Tim Wolverton, Ethan Wolverton, Mike Kaufman Jr., Mike Kaufman, Evan Bower and her parents.

**ABSENT:** Thomas Wilson

**1. OPENING AND MINUTES**

1.1 Call to Order at 6:30pm 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 February 28, 2023.

Moved: Mrs. Yuhas                      Seconded: Mrs. Brewer

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 #2.1.1, #2.2.3, #2.2.4 and #6.3.1.2

Moved: Mrs. Brewer                      Seconded: Mrs. Bulkley

Approved Unanimously 5/0.

1.3.1.2 Executive Session will be needed to discuss a particular personnel item, (hiring, discipline, dismissal, salary) and will be held at the end of tonight's meeting.

1.4 Announcements and Reports

1.4.1 The next regular meeting of the Board of Education on Tuesday, March 28, 2023 at 6:30pm in the Board of Education Conference Room.

*A special note that the Public Hearing/Meet the Candidates and Regular BOE meeting date will be moved to **Monday, May 8<sup>th</sup>** from the scheduled date of Tuesday, May 9<sup>th</sup>. This will be in the public notice announcements for the Annual Meeting/Budget Vote resolution.*

1.5 Other Items

**2. INTERSCHOOL ACTIVITIES**

2.1 Romulus Student Forum

Mr. Karlsen arrived at 6:38pm

**WINTER SPORTS ALL-STARS RECOGNIZED**

\*2.2.1 Mr. Pane and Mr. Rotz acknowledged the following 1<sup>st</sup> Team Winter Sports All Stars and noted that both Girls Bowling and Girls Basketball were awarded Scholar Athlete Team Honors. Ethan Wolverton for Boys Bowling, Gigi Consolie and Aven Bower for Girls Bowling and Mike Kaufman for Boys Basketball. Mikey was also FL West Player of the Year and will be participating in the Ronald McDonald All Star game this weekend.

2.2 Resolutions

**RFEO GRANT ERIE BOTANICAL GARDENS APPROVED**

2.2.1 Accepted the RFEO Erie Botanical Gardens Grant in the amount of \$740.10 as written by Ms. Shoebridge-Bloom and Mrs. Huff

**RFEO GRANT SPRING ART SUPPLIES APPROVED**

2.2.2 Accepted the RFEO Spring Art Supply Refresh in the amount of \$440.00 as written by Ms. Shoebridge-Bloom

**RFEO ADIRONDACK ECOLOGY TRIP APPROVED**

\*2.2.3 Accepted the RFEO Adirondack Ecology Field Trip in the amount of \$4,156 as written by Mrs. Holly Stekl

**OVERNIGHT FIELD TRIP TO THE ADIRONDACK'S APPROVED**

\*2.2.4 Approved the overnight field trip to the Adirondack's May 12-15 up to 12 students with Mrs. Stekl and Ms. Fox

Moved: Mrs. Yuhas                      Seconded: Mrs. Wolverton

Approved Unanimously 6/0.

**UPK-3 PROGRAM TO BE DISCONTINUED**

2.2.5 Approved to indefinitely discontinue offering of the UPK-3 (Universal Pre-Kindergarten for 3-year-olds) program beginning the 2023-2024 school year.

Moved: Mrs. Brewer                      Seconded: Mrs. Bulkley

Approved Unanimously 6/0.

2.3 Announcement and Reports

2.4 Other Items – Mr. Pane reported the spring athlete numbers and the teams are off to a great start. Participation is at the level that they predicted.

**3. REPORTS TO THE BOARD**

3.1 Resolutions

3.2 Announcements and Reports

3.2.1 President's Report- no report

3.2.2 Board Members Forum- members commented on the start of spring sports, HS Musical "Matilda" being well received, Senior 100-day celebration, and Ms. Willard's Maple tree tapping event.

3.2.3 Superintendent's Report- Mr. Rotz updated the BOE on the Capital project and reminded the walk-through meeting tomorrow night. A review of the storage spaces in the elementary classrooms and auditorium rendering were handed out. The re-design of the auditorium has provided the district with additional seating. A discussion was held

regarding the signage in the Auditorium and will discuss further options with SWBR. April 11<sup>th</sup> is a review of the scope of the work and final review before the submission to SED.

Mr. Rotz discussed with the BOE the Mascot change proposal and the BOE is inclined not to petition the State and will wait for the official directive from the State before proceeding any further. Other area schools have approached SED and have been denied further use of their mascot variations. This mandate should be out in May 2023.

3.2.4 Further discussion on the Highland Electric Bus Proposal carried forward from February 28, 2023 meeting. Mr. Rotz reported he has a meeting scheduled with Highland tomorrow morning and more information should be available at our next meeting.

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:

**ANNUAL PUBLIC NOTICE FOR VOTE/ELECTION**

4.1.1.1 Approved the notice of public hearing and budget vote and election Romulus Central School District, Seneca County, Romulus, New York

**NOTICE IS HEREBY GIVEN**, that a public hearing of qualified voters of the Romulus Central School District, Seneca County, Romulus, New York will be held in the Board of Education Conference Room of the Romulus Central School, 5705 Route 96, Romulus, Seneca County, New York on Monday, May 8th, 2023, at 6:00 P.M. prevailing time for the purpose of discussion of the expenditure of funds and the budgeting thereof.

**AND FURTHER NOTICE IS HEREBY GIVEN**, that voting to fill three (3) vacancies on the Board of Education, voting on the Budget, establishing of a Capital Reserve Fund (1) and Bus Capital Reserve Fund (1), voting to purchase one (1) school bus and voting to collect additional monies for the Edith B. Ford Memorial Library, Ovid, New York will be held on Tuesday, May 16, 2023. Voting is anticipated to be by machine, but if machines are not available, will be by paper ballot, and will be in the North Entrance Lobby of the Romulus Central School building, 5705 Route 96, Romulus, New York 14541, and polls will be open between the hours of 12:00 – 8:00 P.M. Only qualified voters will be permitted to vote.

**AND NOTICE IS ALSO GIVEN**, that petitions nominating candidates for the office of member of the Board of Education must be filed with the District Clerk no later than 5:00 P.M. on Monday, April 17, 2023. There are three (3) vacancies to be filled on the Board of Education; two (2) vacancies are for a three (3) year term of office and one (1) vacancy is a one (1) year term.

Petitions to nominate a School Board member may be obtained at the District Clerk's office, Romulus Central School, 5705 State Route 96, Romulus, New York 14541, Monday through Friday, exclusive of legal holidays, between the hours of 7:30 A.M and 3:30 P.M. beginning Monday, March 20, 2023. Each petition must be directed to the Board Clerk, must state the name and residence of each signer, and the name and residence of the candidate.

**AND NOTICE IS ALSO GIVEN**, that a copy of the statement of the amount of money which will be required to fund the School District's budget for 2023-2024, exclusive of public monies, may be

obtained by any resident of the district during business hours beginning May 2nd, 2023, except Saturday, Sunday, or holidays, at the District Clerk's Office.

**AND NOTICE IS ALSO GIVEN**, that the Board of Education of the Romulus Central School District, Seneca County, is hereby authorized and directed by the New York State Board of Real Property Services Law, Chapter 258 of the Laws of 2008, Section 495 to annex an Exemption Report to the School District tentative/preliminary budget, and to the final budget. The Report will show the amount of the total assessed value of the final assessment roll(s) used in the budgetary process that is exempt from taxation.

**AND, NOTICE IS ALSO GIVEN, 2023 CAPITAL RESERVE RESOLUTION**

**BE IT RESOLVED**, by the Board of Education of the Romulus Central School District, that the following proposition providing for the establishment and funding of a capital reserve fund to be presented to the voters of the School District at the 2023 Annual Meeting and Budget Vote to be held on May 16, 2023:

**2023 Capital Reserve Fund**

Shall the Board of Education be authorized to establish a capital reserve fund to be designated, "2023 Capital Reserve Fund" to pay the cost of, in whole or in part, improvements, alterations, renovations, construction, reconstruction and protection of District buildings, grounds and facilities, including original equipment, vehicles, machinery, apparatus, appurtenances, furnishings and other incidental improvements and expenses in connection therewith, such reserve fund to have an ultimate amount of \$15,000,000, inclusive of accrued interest, with a probable term of 10 years and to be funded by transfer of the unexpended balance of the District's General Capital Reserve Fund established in 2016 (\$33,105.44 plus any earnings), appropriations from the available fund balance and/or other legally available funds, from state aid reimbursement to the District on account of capital projects, and from such other monies as the voters may authorize?

**AND NOTICE IS ALSO GIVEN, 2023 BUS CAPITAL RESERVE RESOLUTION**

**BE IT RESOLVED**, by the Board of Education of the Romulus Central School District, that the following proposition providing for the establishment and funding of a capital reserve fund to be presented to the voters of the School District at the 2023 Annual Meeting and Budget Vote to be held on May 16, 2023:

**2023 BUS CAPITAL RESERVE FUND**

Shall the Board of Education be authorized to establish a capital reserve fund to be designated, "2023 Bus Capital Reserve Fund" to pay the cost of, in whole or in part, the purchase of vehicles for student transportation, including all costs incidental to the acquisition thereof, such reserve fund to have an ultimate amount of \$4,000,000, inclusive of accrued interest, with a probable term of 10 years and to be funded by transfer of the unexpended balance of the District's Capital Bus Reserve Fund established in 2016 (\$428,191.68 plus any earnings), appropriations from the available fund balance and/or other legally available funds,

from state aid reimbursement to the District and from such other monies as the voters may authorize?

**AND, NOTICE IS ALSO GIVEN,** That the Board of Education of the Romulus Central School District, Seneca County, is hereby authorized and directed to withdraw from the Capital Reserve Fund-Purchase of Buses a sum of money not to exceed \$199,000.00 for the purchase of (1) one 72-passenger bus for the transportation of District students, said amount to be expended in the 2023-2024 fiscal year.

**AND NOTICE IS ALSO GIVEN,** that pursuant to Education Law, Section 259, the Board of Education of the Romulus Central School District is authorized to levy and collect an annual tax, year after year, separate and apart from the annual school district budget, in the amount of \$2,000, in addition to the current appropriation of \$27,000 for a total of \$29,000 annually, which should be paid over for the support and maintenance of the Edith B. Ford Memorial Library.

**AND NOTICE IS ALSO GIVEN,** that applications for absentee ballots will be available after April 19, 2023 at the office of the District Clerk, Romulus Central School, 5705 Route 96, Romulus, New York 14541 during school business hours. Eligible District voters may use absentee ballots under the following conditions: Completed applications must be received by the District Clerk at least seven (7) days before the election if the ballot is to be mailed to the voter, or the day before the election if the ballot is to be delivered personally to the voter. Absentee ballots must be received by the District Clerk no later than 5:00 P.M. prevailing time on Tuesday, May 16, 2023.

AND NOTICE IS ALSO GIVEN, that military voters who are qualified voters of the School District may apply for a military ballot by requesting an application from the District Clerk at 1-866-810-0345 ext.\*399 or [snicholson@romuluscsd.org](mailto:snicholson@romuluscsd.org). For a military voter to be issued a military ballot, the District Clerk must have received a valid ballot application no later than 5:00 p.m. on April 20, 2023. In a request for a military ballot application or ballot by mail, facsimile transmission or electronic mail.

#### **ELECTION PERSONNEL APPROVED**

4.1.1.2 Approved the following election workers and inspectors for the May 16, 2023 Annual Vote.

4.1.1.2.1 Carol Cooper-Chairperson/Inspector

4.1.1.2.2 Suzanne Nicholson

4.1.1.3 Accepted the Treasurer's Report of January 2023

4.1.1.4 Accepted the Extra Class Monthly Report of February 2023

#### **SEALED BID ACCEPTED FOR SURPLUS ITEMS**

4.1.1.5 Accepted the bid from James Coon for the 4 sets of dumbbells at \$20.00 for all as is.

Moved: Mrs. Brewer                      Seconded: Mrs. Wolverton

Approved Unanimously 6/0.

#### **4.2 Announcements and Reports**

4.2.1 Accounts "A" General Fund dated 2/01/23 to 2/28/23; Warrant No. 65 for Accounts "A" General Fund dated 2/02/23 in the amount of \$290,146.42; Warrant No. 66 for Accounts "A" General Fund dated 2/09/23 in the amount of \$7,652.82; Warrant No. 69 for Accounts "A" General Fund dated 2/16/23 in the amount of \$21,578.65; Warrant No. 70 for Accounts "A" General Fund dated 2/23/23 in the amount of \$159,458.81.

- 4.2.2 Accounts "C" Cafeteria Fund dated 2/01/23 to 2/28/23; Warrant No. 21 for Accounts "C" Cafeteria Fund dated 2/02/23 in the amount of \$1,300.22; Warrant No. 22 for Accounts "C" Cafeteria Fund dated 2/09/22 in the amount of \$2,041.77; Warrant No. 23 for Accounts "C" Cafeteria Fund dated 2/16/23 in the amount of \$7,631.46; Warrant No. 24 for Accounts "C" Cafeteria Fund dated 2/23/23 in the amount of \$2,581.12.
- 4.2.3 Accounts "F" Federal Funds dated 2/01/23 to 2/28/23; Warrant No. 21 for Accounts "F" Federal Funds dated 2/2/23 in the amount of \$1,168.99, Warrant No. 22 for Accounts "F" Federal Funds dated 2/9/23 in the amount of \$246.38; Warrant No. 23 for Accounts "F" Federal Fund dated 2/16/23 in the amount of \$5,178.00; Warrant No. 24 for Accounts "F" Federal Funds dated 2/23/23 in the amount of \$182.00.
- 4.2.4 Accounts "H" Capital Funds dated 2/01/23 to 2/28/23; Warrant No. 9 for Accounts "H" Capital Fund dated 2/16/23 in the amount of \$675.00; Warrant No. 10 for Accounts "H" Capital Fund dated 2/23/23 in the amount of \$130,686.94.

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 from the Superintendent to approve the following items:

**JAMI WILLARD APPROVED AS AN OCCASIONAL DRIVER**

6.1.1.1 Approved Jami Willard as an occasional driver for the 2022-2023 school year.  
(Cobleskill trip 4/21/23)

**KERILYNN WASNEY APPROVED AS MODIFIED SOFTBALL COACH**

6.1.1.2 Approved Kerilynn Wasney as Modified Softball Coach at a stipend of \$1,605 for the 2022-2023 season. (Amends previous appointment)

**ANGELA FOX APPROVED AS JV SOFTBALL COACH**

6.1.1.3 Approved Angela Fox as JV Softball Coach at a stipend of \$2,325 for the 2022-2023 season. (Amends previous appointment)

Moved: Mrs. Brewer                      Seconded: Mrs. Wolverton

Approved Unanimously 6/0.

6.2 Resolutions in Regard to Support Staff

6.2.1 Acted upon the recommendation from the Superintendent to approve the following items

**ROBERT TRAVIS RESIGNS AS FOOD SERVICE WORKER**

6.2.1.1 Accepted the resignation of Robert Travis as Food Service Worker effective March 3, 2023.

Moved: Mrs. Brewer                      Seconded: Mrs. Bulkley

Approved Unanimously 6/0.

6.3 Resolutions, Other

6.3.1 Acted upon the recommendation from the Superintendent to approve the following items:

**JOSEPH SAPIO APPROVED AS JV BASEBALL COACH**

6.3.1.1 Approved Joseph Sapio as JV Baseball Coach at a stipend of \$2,325 for the 2022-2023 season.

**JEFF NEWCOMB APPROVED AS MODIFIED BASEBALL COACH**

6.1.1.4 Approved Jeff Newcomb as Modified Baseball Coach at a stipend of \$1,605 for the 2022-2023. Pending fingerprint clearance and 1<sup>st</sup> year Initial Coaching Requirements.

Moved: Mrs. Yuhas                      Seconded: Mr. Karlsen

Approved Unanimously 6/0.

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 February 28, 2023 (Student Numbers #67374 and #67136).

Moved: Mrs. Brewer                      Seconded: Mrs. Bulkley

Approved Unanimously 6/0.

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

**Executive Session Held**

10. **EXECUTIVE SESSION** – was requested by Mrs. Fletcher at 7:45pm to discuss a particular personnel issue with no further action being taken this evening. Mr. Ninestine was invited to remain for this meeting.

Moved: Mrs. Wolverton                      Seconded: Mrs. Brewer

Approved Unanimously 6/0.

Motion to adjourn the executive session and return to the open meeting at 8:37pm by Mrs. Brewer and was seconded by Mr. Karlsen.

Approved Unanimously 6/0.

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

**12. ADJOURNMENT**

A motion was offered to adjourn at 8:38pm

BOE Mtg. 03/21/23

Moved: Mrs. Yuhas                      Seconded: Mrs. Wolverton

Approved Unanimously 6/0.

13. **DISTRIBUTIONS**

14. **NEGOTIATIONS COMMITTEE MEETING- will be before the next meeting scheduled on March 28, 2023**

Respectfully submitted,

Suzanne Nicholson

District Clerk