

ROMULUS CENTRAL SCHOOL
ROMULUS, NY 14541
BOARD OF EDUCATION REGULAR MEETING MINUTES
TUESDAY, AUGUST 9, 2022
5:00pm -FACILITIES COMMITTEE MEETING
7:00pm PUBLIC HEARING
Regular Meeting will Immediately follow the Public Hearing
BOARD OF EDUCATION CONFERENCE ROOM

PRESENT: Rachelle Fletcher-President, Jennifer Yuhas-Vice President, Tenneille Brewer, Beth Bulkley, Timothy Wiant, and Kimberly Wolverton

OTHERS PRESENT: Suzanne Nicholson-District Clerk, Marty Rotz-Superintendent, Edward Ninestine-School District Treasurer, Jennifer Bartlett-Prati-Assistant Superintendent of Curriculum and Instruction, Amanda Pundt and Tom Prati

ABSENT: Jennifer Consolie

1. OPENING AND MINUTES

1.1 Call to Order at 7:04pm by President Fletcher

1.1.1 Pledge of Allegiance

PUBLIC HEARING HELD – SEQRA AND 2023 CAPITAL IMPROVEMENT PROJECT

1.1.2 Public Hearing regarding the SEQRA and the 2023 Capital Improvement Project – no comments or concerns were brought forward, and the Public Hearing concluded at 7:09pm

1.1.3 Public Comment- none offered

1.2 Resolution to Approve Minutes

1.2.1 Approved the Minutes of the Board of Education Meeting of July 25, 2022.

Moved: Mrs. Brewer Seconded: Mr. Wiant

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 4.1.1.8-4.1.1.12 (Year-end Reserve Funding)

EXECUTIVE SESSION HELD

1.3.1.2 Executive Session was requested by President Fletcher for discussion of collective negotiations and personnel items at 7:10 with Superintendent Marty Rotz and School District Treasurer Edward Ninestine invited to remain for this session.

Moved: Mrs. Yuhas Seconded: Mrs. Wolverton

Approved Unanimously 6/0

Motion to adjourn the executive session and return to the open meeting at 7:28pm by Mrs. Bulkley and seconded by Ms. Fletcher.

Approved Unanimously 6/0

1.4 Announcements and Reports

1.4.1 The next regular meeting of the Board of Education on Tuesday, August 23, 2022, 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

2.3 Announcement and Reports

2.4 Other Items

2.4.1 First Read of the revisions to Policy #7310 Code of Conduct)

2.4.2 First Read of the revisions to the Student Handbook

3. REPORTS TO THE BOARD

3.1 Resolutions

JENNIFER CONSOLIE RESIGNS AS BOE MEMBER

3.1.1 Accepted the resignation of Ms. Jennifer Consolie as the School Board Member effective July 12, 2022.

Moved: Mr. Wiant Seconded: Mrs. Wolvert

Approved Unanimously 6/0

3.2 Announcements and Reports

3.2.1 President's Report- President Fletcher reminded the BOE members to RSCP with Mrs. Nicholson if interested in attending the NYSSBA Conference so that she can get the registrations in. There was a discussion on how to proceed in filling the current BOE vacancy. Ms. Fletcher reviewed options of either a special election, appointing a replacement or not filling the vacancy at all. The board consensus was to advertise the current position and have any community members send in letters of interest to the District Clerk no later than October 1st. The BOE would then review the interested parties at the October 11th meeting.

3.2.2 Board Members Forum

3.2.3 Superintendent's Report – Mr. Rotz presented to the Board the proposed Cell Phone Use changes in the Student Code of Conduct which would limit student use during the school day. Mr. Puylara (Principal) has surveyed the families and staff on their level of support for this major change and has received 79% in favor for this revision. There will be a public hearing on both the Code of Conduct and Attendance policies at the August 23rd meeting and there may be some public comment regarding this matter. The Board discussed the pros and cons of limiting the use for students and the consensus of the Board was also to support the revisions.

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:

SEQRA APPROVAL

4.1.1.1 SEQRA Approval

WHEREAS, the Romulus Central School District (the "District") seeks to undertake a project, including, but not limited to:

Roof, windows and door replacements, masonry restoration, site work, including sidewalk replacement regrading and fencing, renovations to the auditorium, classrooms, music suite, small building addition ($\leq 3,600$ sq. ft.), media and counseling suite renovations, MEP replacements, finishes and abatement. District athletic field improvements and renovations.

WHEREAS, the State Environmental Quality Review Act ("SEQRA") and the regulations thereunder require the Board to undertake a review of the potential environmental impacts, if any, associated with the project before approving same; and

WHEREAS, 6 NYCRR Section 617.7 requires a lead agency to issue a written determination of significance with respect to any proposed Unlisted action; and

WHEREAS, the Board of Education has received and carefully considered the Environmental Assessment Form as well as the nature and scope of the action as submitted by its architect to assess the environmental impact of the project.

NOW, THEREFORE, BE IT RESOLVED, that the Board finds and concludes as follows:

RESOLVED that the proposed action is an Unlisted Action within the meaning of 6 NYCRR 617; and it is further

RESOLVED that the Board hereby declares itself lead agency with respect to the environmental review of the proposed project; and it is further

RESOLVED, that upon consideration of the foregoing, the Board finds and concludes that the proposed action will not result in any significant adverse impacts to the environment; and it is further

RESOLVED, that the Board hereby issues a Negative Declaration with respect to the proposed action; and it is further

RESOLVED, that this resolution shall take effect immediately.

Moved: Mrs. Brewer Seconded: Mr. Wiant

Approved Unanimously 6/0

4.1.1.2 Capital Improvement Project Approval

CAPITAL IMPROVEMENT PROJECT APPROVED

WHEREAS, the Romulus Central School District (the "District"), is a local agency pursuant to the New York State Environmental Quality Review Act ("SEQRA"), ECL Section 8-0101, *et seq.*, and implementing regulations, 6 NYCRR Part 617 (the "Regulations"), and

WHEREAS, the District is considering undertaking a project consisting of the reconstruction and improvement of the interior and exterior of the Romulus Central School building, campus and athletic fields and the construction of an addition to the Music Suite, all of the foregoing to include related site work, original furnishings, fixtures and equipment, architectural fees, and all other necessary costs incidental to such work (together, the "Project"); and

WHEREAS, the District's Board of Education reviewed the impact of the Project upon the environment, as required by the Regulations, concluded that the Project is an Unlisted Action as defined in SEQRA and thereafter determined by resolution dated August 9, 2022 that the Project will not have significant adverse effect on the environment and issued a negative declaration for the purposes of SEQRA, now therefore;

BE IT RESOLVED by this Board of Education as follows:

Section 1. A Special Meeting of the qualified voters of the Romulus Central School District, County of Seneca, State of New York, will be held in the north entrance lobby of the Romulus Central School building, 5705 Route 96, Romulus, New York, on October 18, 2022 from 12:00 P.M. to 8:00 P.M., prevailing time, for the purpose of voting on the proposition described in the Notice of Special District Meeting hereinafter set forth.

Section 2. The business to be acted upon at said Special District Meeting shall be as stated in the Notice thereof, and the District Clerk is hereby authorized and directed to cause the Notice of said Special District Meeting to be published in the *Finger Lakes Times*, a newspaper having a general circulation within the District, such publication to be made four (4) times within the seven (7) weeks next preceding such Special District Meeting, the first publication to be at least forty-five (45) days prior to the date of said Special District Meeting.

Section 3. Said Special District Meeting shall be called by giving the following notice thereof:

**NOTICE OF SPECIAL SCHOOL DISTRICT MEETING
OF THE VOTERS OF THE
ROMULUS CENTRAL SCHOOL DISTRICT**

THE BOARD OF EDUCATION OF THE ROMULUS CENTRAL SCHOOL DISTRICT HEREBY GIVES NOTICE that pursuant to a Resolution adopted by the Board of Education of the District on August 9, 2022, a special meeting of the qualified voters of said School District, County of Seneca, State of New York, will be held in the north entrance lobby of the Romulus Central School building, 5705 Route 96, Romulus, New York, in said District, on October 18, 2022, between the hours of 12:00 P.M. and 8:00 P.M. prevailing time, for the purpose of voting upon the following proposition:

PROPOSITION

Shall the Board of Education undertake a project consisting of the reconstruction and improvement of the interior and exterior of the Romulus Central School building, campus and athletic fields and the construction of an addition to the Music Suite, all of the foregoing to include related site work, original furnishings, fixtures and equipment, architectural fees, and all other necessary costs incidental to such work (together, the "Project") and to expend therefore a total sum not to exceed \$13,000,000, which is estimated to be the total maximum cost thereof, and to pay for the Project by using \$3,400,000 from the District's reserve fund, \$1,100,000 from the District's debt service fund and, for the balance, the levy of a tax which is hereby voted for the Project in the amount of \$8,500,000, subject to the applicable amount of State Aid or other District money available, which shall be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education and in anticipation of the collection of such tax, bonds and notes of the District are hereby authorized to be issued at one time, or from time to time, in the principal amount not to exceed \$8,500,000, and a tax is hereby voted to pay the interest on said obligations when due.

NOTICE IS GIVEN that voting upon the foregoing Proposition will be by paper ballot or voting machine and will take place on October 18, 2022 in the north entrance lobby of the Romulus Central School building, 5705 Route 96, Romulus, New York, between the hours of 12:00 P.M. and 8:00 P.M. prevailing time.

NOTICE IS FURTHER GIVEN that qualified voters of the District may obtain applications for an absentee ballot from the office of the Clerk of the District. Completed applications must be received by the Clerk of the District no later than 4:00 p.m. on October 17, 2022 and must be received no later than 4:00 p.m. on October 11, 2022 if the absentee ballot is to be mailed to the voter. Completed applications

received after 4:00 p.m. on October 11, 2022 will require the voter to personally appear at the office of the Clerk of the District to receive an absentee ballot. A listing of all persons to whom an absentee ballot is issued will be available for inspection by any qualified voter in the office of the Clerk of the District between the hours of 8:00 a.m. and 4:00 p.m. during each of the 5 business days prior to the election.

NOTICE IS FURTHER GIVEN that military ballots may be applied for by qualified voters by requesting an application from the District Clerk at 866-810-0345 ext. (5) ext. (1) or snicholson@romuluscsd.org. Completed applications for military ballots must be received by the Clerk no later than 5:00 p.m. on September 22, 2022. In a request for a military ballot application or ballot, the military voter may indicate their preference for receiving the application or ballot by mail, facsimile transmission or electronic mail.

DATED: August 9, 2022

BY ORDER OF THE BOARD OF EDUCATION

Section 4. The vote upon the proposition to be submitted to the qualified voters shall be by paper ballot or voting machine and the District Clerk is hereby authorized and directed to have the necessary ballot labels printed in form corresponding as nearly as may be with the requirements of the Education Law.

Section 5. The Clerk of the School District is hereby authorized and directed in the name and on behalf of the District to do all acts and things necessary, following the advice and counsel of the District's Attorney and the District's Bond Counsel, to comply with all applicable laws, regulations and executive orders relating to the Special Meeting to be held on October 18, 2022, and to do all other acts as may be necessary, or in the opinion of the District's Attorney and the District's Bond Counsel, desirable or proper to effectuate the purposes of the foregoing Resolution and to cause compliance by the District with all applicable laws, regulations and executive orders relating to the notice of, and procedural steps to be taken in connection with such Annual Meeting.

Section 6. This Resolution shall take effect immediately.

Moved: Mrs. Brewer Seconded: Mr. Wiant

Approved Unanimously 6/0

SENECA COUNTY COOPERATIVE CLINICAL COUNSELING AGREEMENT APPROVED

4.1.1.3 Accepted the Cooperative Counseling Agreement with Seneca County for Clinical Services at a cost of \$39,252 for the 2022-2023 school year

SENECA COUNTY COOPERATIVE SUBSTANCE ABUSE COUNSELOR AGREEMENT APPROVED

4.1.1.4 Accepted the Cooperative Counseling agreement with Seneca County for Substance Abuse Counselor at a cost of \$26,475 for the 2022-2023 school year

CSEA TENTATIVE AGREEMENT CONTRACT RATIFIED

4.1.1.5 Ratified the Tentative Agreement CSEA contract July 1, 2022 through June 30, 2026.

4.1.1.6 Approved the CSEA MOA regarding transportation trip meal reimbursements effective August 10, 2022.

REVISED TAX LEVY RATES FOR 2022-2023 APPROVED

4.1.1.7 Approved the revised Tax Levy Rates

4.1.1.7.1 BE IT, THEREFORE, RESOLVED THAT, the Board of Education of the Romulus Central School District adopt the SCHOOL TAX LEVY for the 2022-2023 school year at \$5,855,808.00 and TAX RATES for the 2022-2023 school year as follows:

Town of Fayette \$14.1267
 Town of Romulus \$21.9207
 Town of Varick \$20.5065

THEREFORE, BE IT RESOLVED THAT, the Board of Education of the Romulus Central School District adopts the LIBRARY TAX LEVY for the 2022-2023 school year at \$27,000.00 and TAX RATES for the 2022-2023 school year as follows:

Town of Fayette \$0.0651
 Town of Romulus \$0.1011
 Town of Varick \$0.0946

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	\$ 79,137,776.00	0.9000	\$ 87,930,862.00
Romulus	\$ 71,178,101.00	0.5800	\$122,720,864.00
Varick	\$154,955,215.00	0.6200	\$249,927,766.00

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, 2022 and November 30, 2022, 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 1st through September 30th, 2022
 2% penalty October 1st through October 31st, 2022
 3% penalty November 1st through November 30th, 2022
 No taxes accepted after November 30th, 2022

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.

2022 YEAR-END RESERVE FUNDING AUTHORIZED

*4.1.1.8 Upon the recommendation of the Superintendent, the Board of Education of the Romulus Central School District authorizes the funding of the Capital Building Reserve Fund, as authorized by the General Municipal Law up to a maximum of not to exceed \$500,000 from unappropriated fund balance as of June 30, 2022

*4.1.1.9 Upon the recommendation of the Superintendent, the Board of Education of the Romulus Central School District authorizes the funding of the Capital Bus Reserve Fund,

as authorized by the General Municipal Law up to a maximum of not to exceed \$300,000 from unappropriated fund balance as of June 30, 2022

- *4.1.1.10 Upon the recommendation of the Superintendent, the Board of Education of the Romulus Central School District authorizes the funding of the Workers Compensation Reserve Fund, as authorized by the General Municipal Law up to a maximum of not to exceed \$50,000 from unappropriated fund balance as of June 30, 2022
- *4.1.1.11 Upon the recommendation of the Superintendent, the Board of Education of the Romulus Central School District authorizes the funding of the Retirement Contribution Reserve Fund, as authorized by the General Municipal Law up to a maximum of not to exceed \$100,000 from unappropriated fund balance as of June 30, 2022
- *4.1.1.12 Upon the recommendation of the Superintendent, the Board of Education of the Romulus Central School District authorizes the funding of the Retirement Contribution Reserve TRS Sub-Fund, as authorized by the General Municipal Law up to a maximum of not to exceed \$100,000 from unappropriated fund balance as of June 30, 2022

Moved: Mrs. Yuhas Seconded: Mrs. Wolverton

Discussion: Mr. Ninestine explained the tax levy revisions to the rates due to the PILOT for Deer Park expiring and being added to the tax roll. This occurrence had a positive effect that reduced the rates for the current taxes.

Approved Unanimously 6/0

4.2 Announcements and Reports

- 4.2.1 Accounts "A" General Fund dated 07/01/22 to 07/31/22; Warrant No. 2 for Accounts "A" General Fund A/P dated 07/14/22 in the amount of \$28,490.89; Warrant No. 3 for Accounts "A" General Fund dated 07/14/22 in the amount of \$3,987.00; Warrant No. 7 for Accounts "A" General Fund dated 07/21/22 in the amount of \$53,597.24; Warrant No. 8 for Accounts "A" General Fund dated 07/28/22 in the amount of \$149,202.58.
- 4.2.2 Accounts "C" Cafeteria Fund dated 07/01/22 to 07/31/22; Warrant No. 1 for Accounts "C" Cafeteria Fund dated 07/14/22 in the amount of \$2,591.67; Warrant No. 2 for Accounts "C" Cafeteria Fund dated 07/21/22 in the amount of \$300.00.
- 4.2.3 Accounts "F" Federal Funds dated 07/01/22 to 07/31/22; Warrant No. 1 for Accounts "F" Federal A/P Fund dated 07/14/22 in the amount of \$1,846.07; Warrant No. 2 for Accounts "F" Federal Funds dated 07/21/22 in the amount of \$524.80; Warrant No. 3 for Accounts "F" Federal Funds dated 07/28/22 in the amount of \$124.55.

4.3 Other Items – Mr. Ninestine reviewed the Food Service Cost analysis if the District was to fund Breakfast and Lunch for all students. This would have a negative impact to the budget of approximately \$135K if all costs remained flat and the same number of students participated. The Board felt that the cost was too much to absorb. The Federal funding for the free feeding program expired for this upcoming school year. Families will have to resume to qualify for Free or Reduced Meal pricing.

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:

JENNIFER BARTLETT-PRATI TENURE APPROVED

6.1.1.1 Approved as Pursuant to Section 3012 of the Education Law and in compliance with Part 30.3 of the rules of the Board of Regents appoint Jennifer Bartlett-Prati of Waterloo, NY who holds a valid New York State Certificate to the tenure appointment of Assistant Superintendent of Curriculum and Instruction effective July 1, 2022.

DORRIE DUNHAM CONTINUED APPOINTMENT AS COOK/MANAGER APPROVED

6.1.1.2 Approved the continued the appointment of Dorrie Dunham of Geneva, NY as part-time Cook-Manager at an hourly rate of \$40.00 for up to 10 hours per week effective September 1, 2022 through June 30, 2023 for the 2022-2023 school year.

Moved: Mrs. Yuhas Seconded: Mrs. Brewer

Approved Unanimously 6/0

6.2 Resolutions in Regard to Support Staff

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

ED OLDFIELD CONFERENCE REQUEST APPROVED

6.2.1.1 Approved the Conference Request of Edward Oldfield to attend the annual School Facilities Management Institute Conference October 9-12, 2022 in Saratoga Springs. Registration, accommodations, meals and mileage not to exceed \$1,800.

TRACIE CURRIER RESIGNATION AS TEACHER ACCEPTED

6.2.1.2 Accepted the resignation as Teacher Aide from Tracie Currier effective August 10th, 2022 as she will be taking on the position of Daycare Leader.

APPOINTED TRACIE CURRIER AS CHILD CARE LEADER

6.2.1.3 Appointed Tracie Currier of Romulus, NY as Child Care Leader (Day Care Leader Civil Service Title) effective August 11, 2022 at an hourly rate of \$16.48 up to 5 hours. This is one-year probationary period begins on August 11, 2022 and ends on August 10, 2023. Tracie continues to be eligible for all rights and benefits as per the negotiated CSEA contract.

APPROVED EXTRA DUTY HOURS AS NEEDED FOR TRACIE CURRIER

6.2.1.4 Approved extra duty hours for Tracie Currier at her contractual rate as needed per the direction of her supervisor for the 2022-2023 school year.

Moved: Ms. Fletcher Seconded: Mrs. Brewer

Approved Unanimously 6/0

6.3 Resolutions, Other

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 July 21, 2022 (Student Number #66927).

Moved: Mrs. Yuhas Seconded: Mr. Wiant

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

10. **EXECUTIVE SESSION** – not needed

11. **PUBLIC COMMENT 2nd Session**- none offered

12. ADJOURNMENT

A motion was offered to adjourn at 8:29pm

Moved: Mrs. Brewer Seconded: Mrs. Yuhas

Approved Unanimously 6/0

13. DISTRIBUTIONS

13.1 BOE Committee Assignment Listing

14. NEGOTIATIONS COMMITTEE MEETING- not needed

Respectfully Submitted,

Suzanne Nicholson

District Clerk