

**ROMULUS CENTRAL SCHOOL
ROMULUS, NY 14541
BOARD OF EDUCATION REGULAR MEETING MINUTES
TUESDAY, NOVEMBER 15, 2022
5:30pm BOARD RETREAT SESSION MEETING
7:00pm REGULAR MEETING
BOARD OF EDUCATION CONFERENCE ROOM**

PRESENT: Rachelle Fletcher-President, Jennifer Yuhas-Vice President, Beth Bulkley, Thomas Wilson 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, Tom Zuber from Mengel, Metzger, Barr & Co. LLP and Mr. Timothy Wolverton.

ABSENT: Tenneille Brewer and Timothy Wiant

1. OPENING AND MINUTES

1.1 Call to Order at 7:03pm 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 October 25, 2022.

Moved: Mr. Wilson Seconded: Mrs. Wolverton

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

1.3.1.2 Executive Session would be held at the end of the meeting

Moved: Mrs. Yuhas Seconded: Mr. Wilson

Approved Unanimously 5/0

1.4 Announcements and Reports

1.4.1 The next regular meeting of the Board of Education on Tuesday, December 13, 2022 at 7:00pm in the Board of Education Conference Room

1.5 Other Items

2. INTERSCHOOL ACTIVITIES

2.1 Romulus Student Forum

2.3 Announcement and Reports

2.4 Other Items

3. REPORTS TO THE BOARD

3.1 Resolutions

TIMOTHY WIANT RESIGNS AS BOARD MEMBER

3.1.1 Accepted the resignation of Timothy Wiant as Board of Education Member effective November 2, 2022.

Moved: Mrs. Wolverton Seconded: Mr. Wilson

Approved Unanimously 5/0

3.2 Announcements and Reports

3.2.1 President’s Report- no report

3.2.2 Board Members Forum- Board members commented on the NYSSBA Convention attended at the end of October. Well received by all who attended.

3.2.3 Superintendent’s Report – Mr. Rotz updated the Board on the Safety Committee’s meeting and sought the approval for an Emergency Notification proposal from Day Automation. Discussed the upcoming Safety Intruder Training being presented by our SRO Deputy Palmer in December. More information will be forthcoming at the next BOE meeting with a final quote amount. The facilities committee meet with SWBR on Monday to review the final scope of work for the upcoming project. Mr. Rotz updated the BOE on the elementary classroom spaces and the alternate work for the counseling suite. General Construction Manager companies are submitting their proposals by December 2 with interviews being conducted on December 12.

3.3 Other Items

ANNUAL REVIEW OF EXTERNAL AUDIT 2021-2022

3.3.1 Mr. Tom Zuber from Mengel, Metzger and Barr & Co., LLP annual reviewed the External Audit process and findings. He reported that the district is in good financial standings and are utilizing fund balance and reserves appropriately.

NATURE TRAIL PROJECT UPDATE

3.3.2 Mr. Tim Wolverton of Wolverton Services updated the work on Nature Trail project and stated that at this time it seems to have come in about 30% under budget. Will need to see how the ground settles in the spring to see if any more material will be needed. The work has been completed with only the cleaning up and chipping of the trees and brush left to be done.

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 Extra Class Monthly Report of October 2022

4.1.1.2 Accepted the Treasurer’s Report October 2022

ACCEPTED THE PROPOSAL OF PRESENTATION CONCEPTS CORPORATION

4.1.1.3 Accepted the proposal of Presentation Concepts Corporation for the High School Gym Sound System work not to exceed \$7,028.00

EXTERNAL AUDITOR’S REPORT AND FINANCIAL STATEMENTS ACCEPTED

4.1.1.4 Accepted the External Auditor’s Report and Financial Statements of the school year ending June 30, 2022 prepared by Mengel, Metzger, Barr & Co., LLP, and to have the District clerk publish a public notice regarding its availability for public inspection.

CORRECTION ACTION PLANS WERE APPROVED

4.1.1.5 Approved the recommendation from the Audit committee to the Corrective Action plan letter in response to the External Audi report written by Mengel, Metzger, Barr & Co., LLP.

DONATION FOR THE READING INCENTIVE PROGRAM ACCEPTED

4.1.1.6 Accepted the donation from Waste Connections (Seneca Meadows) for the reading incentive program in the amount of \$1,000 which will increase Revenue Code A2705 (Gifts and Donations) and will increase the Appropriation Code A211-400-66-0000 (K-12 Contractual) in the amount of \$1,000.

Moved: Mrs. Yuhas Seconded: Mr. Wilson

Approved Unanimously 5/0

4.2 Announcements and Reports

4.2.1 Accounts "A" General Fund dated 10/01/22 to 10/31/22; Warrant No. 29 for Accounts "A" General Fund dated 10/06/22 in the amount of \$91,430.96; Warrant No. 30 for Accounts "A" General Fund dated 10/12/22 in the amount of \$13,312.39; Warrant No. 33 for Accounts "A" General Fund dated 10/19/22 in the amount of \$278,539.24; Warrant No. 34 for Accounts "A" General Fund dated 10/27/22 in the amount of \$171,200.67.

4.2.2 Accounts "C" Cafeteria Fund dated 10/01/22 to 10/31/22; Warrant No. 7 for Accounts "C" Cafeteria Fund dated 10/06/22 in the amount of \$6,322.19; Warrant No. 8 for Accounts "C" Cafeteria Fund dated 10/12/22 in the amount of \$1,479.74; Warrant No. 9 for Accounts "C" Cafeteria Fund dated 10/27/22 in the amount of \$10,622.99.

4.2.3 Accounts "F" Federal Funds dated 10/01/22 to 10/31/22; Warrant No. 9 for Accounts "F" Federal Fund dated 10/06/22 in the amount of \$1,686.91; Warrant No. 10 for Accounts "F" Federal Funds dated 10/12/22 in the amount of \$374.56; Warrant No. 11 for Accounts "F" Federal Funds dated 10/27/22 in the amount of \$757.61.

4.2.4 Accounts "H" Capital Funds dated 10/01/22 to 10/31/22; Warrant No. 1 for Accounts "H" Capital Funds dated 10/06/22 in the amount of \$241.25.

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 of the Superintendent to approve the following

CHRISTINE LICHAK PERMANENT STATUS AS TYPIST APPROVED

6.2.1.1 Approved the Permanent Status of Christine Lichak as Typist effective December 14, 2022.

PAIGE SALMON RESIGNS AS SKI CLUB ADVISOR

6.2.1.2 Accepted the resignation of Paige Salmon as Ski Club Advisor for the 2022-2023 season.

Moved: Mr. Wilson Seconded: Mrs. Wolverton

Approved Unanimously 5/0

6.3 Resolutions, Other

6.3.1 Acted upon the recommendation of the Superintendent to approve the following

JACOB BECK APPROVED AS VOLUNTEER BOYS MODIFIED BASKETBALL ASSISTANT

6.3.1.1 Approved Jacob Beck as a Volunteer Boys Modified Assistant for the 2022-2023 season.

JENNIFER SALON APPROVED AS VOLUNTEER BOYS MODIFIED BASKETBALL ASSISTANT

6.3.1.2 Approved Jennifer Salon as a Volunteer Boys Modified Basketball Assistant for the 2022-2023 season.

Moved: Mr. Wilson Seconded: Mrs. Wolverton

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 October 25, 2022 (Student Number #67449); from the meeting dated October 27, 2022 (Student Number #67518); from the meeting dated November 1, 2022 (Student Number #67441); from the meeting dated November 2, 2022 (Student Number #67476); from the meeting dated November 8, 2022 (Student Number #67510).

7.1.1.2 Approved the placement of the Committee on Preschool Special Education Minutes dated November 8, 2022 (Student Number #67509).

7.1.1.3 Approved the placement of the Section 504 Committee on Special Education Minutes dated November 1, 2022 (Student Number #67111).

Moved: Mrs. Yuhas Seconded: Mrs. Bukley

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

TEMPORARY TRANSPORTATION REQUEST APPROVED

9.1.1 Approved the temporary morning transportation of Abryanna Jaime to the South Seneca School Campus effective November 16 through December 22, 2022

Moved: Mrs. Yuhas Seconded: Mrs. Bulkley

Discussion: Mr. Ninestine discussed the temporary need for the transportation of this student and given the minimal cost and availability of the driver this request could be approved and it is in the best interest of all parties involved.

Approved Unanimously 5/0

9.2 Announcements and Reports

9.3 Other Items

EXECUTIVE SESSION HELD

10. **EXECUTIVE SESSION** – Mrs. Fletcher requested the need for an executive session at 8:35pm for the discussion regarding a personnel issue with no further action being taken this evening.

Moved: Mrs. Yuhas Seconded: Mr. Wilson

Approved Unanimously 5/0

Motion to adjourn the executive session and return to the open session at 9:08pm

Moved: Mrs. Yuhas Seconded: Mrs. Bulkley

Approved Unanimously 5/0

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

12. **ADJOURNMENT**

A motion was offered to adjourn at 9:09pm

Moved: Mr. Wilson Seconded: Mrs. Wolverton

Approved Unanimously 5/0

13. **DISTRIBUTIONS**

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

Respectfully Submitted,

Suzanne Nicholson

District Clerk