

**ROMULUS CENTRAL SCHOOL  
 ROMULUS, NY 14541  
 BOARD OF EDUCATION REGULAR MEETING MINUTES  
 TUESDAY, OCTOBER 10, 2023  
 6:00pm- GOOGLE Meet with BOCES SUPERINTENDENT CONSULTANT TEAM  
 6:30 PM-BOARD OF EDUCATION CONFERENCE ROOM**

**PRESENT:** Rachelle Bateman-President, Tenneille Brewer-Vice President, Beth Bulkley, Erik Karlsen Alicia Rath, 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, Christopher Puylara- Principal, Erika Parisian- MSST Coordinator, Kerilynn Wasney and Peyton Wasney

**1. OPENING AND MINUTES**

1.1 Call to Order at 6:35pm by President Bateman

- 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 Meeting of September 26, 2023.

Moved: Mr. Wilson                      Seconded: Mr. Karlsen

Approved unanimously 7/0

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 #2.2.4, #4.1.1.3, #6.1.1.1 and #6.2.1.2

**EXECUTIVE SESSION HELD**

1.3.1.2 Executive Session was needed- for the Discussion of collective negotiations and particular personnel issues. This would be held following the Student Council presentation. At 6:44pm

Moved: Mrs. Rath                      Seconded: Mr. Wilson

Approved unanimously 7/0

Motion to adjourn the Executive Session and return to the Open Session Meeting at 7:46pm by Mrs. Brewer and was seconded by Mrs. Rath.

Approved unanimously 7/0

1.4 Announcements and Reports

1.4.1 The next regular meeting of the Board of Education on Tuesday, October 24, 2023, at 6:30pm in the Board of Education Conference Room

1.5 Other Items

**2. INTERSCHOOL ACTIVITIES**

2.1 Romulus Student Forum- Secondary Student Council Representative Peyton Wasney updated the board on the current events throughout the school. He invited the Board to attend the HS Drama production "Help Desk" this weekend and handed out the apparel sale forms highlighting the new mascot design. He reported that there were over 100 students attended the Homecoming Dance and the Student Council would be holding a Middle Level Dance next weekend.

2.2 Resolutions

**RFE0 ISLAND AND MARINE BIOLOGY GRANT APPROVED**

2.2.1 Approved the RFE0 Island and Marine Biology Grant in the amount not to exceed \$14,000 as submitted by Mrs. Holly Stekl (Increased amount)

**RFE0 FARM TO TABLE DRIED FOOD GRANT APPROVED**

2.2.2 Approved the RFE0 Farm to Table Dried Food Grant in the amount not to exceed \$2,295 as submitted by Mrs. Jami Thompson (Reduced amount)

**RFE0 RUN CLUB GRANT APPROVED**

2.2.3 Approved the RFE0 Romulus Run Club (4-6<sup>th</sup> grades) Grant in the amount of \$837.50 as written by Mrs. Amanda Pundt

**OFFICIALLY RENAMED ROMULUS ROYALS**

\*2.2.4 Approved the official renaming of the Romulus Warriors to The Romulus Royals effective October 10, 2023.

Moved: Mrs. Brewer                      Seconded: Mrs. Wolverton

Discussion: Mr. Rotz clarified the Marine Biology Grant and explained the cost per student estimated at \$3,200 – the grant would help offset costs, not completely pay in full.

Approved unanimously 7/0

2.3 Announcement and Reports

2.4 Other Items

**3. REPORTS TO THE BOARD**

3.1 Resolutions

3.2 Announcements and Reports

**SUPERINTENDENT SEACH PROCESS HAS BEGUN**

3.2.1 President’s Report- President Bateman announced that Superintendent search process has begun, and the board is in the early stages of selecting a consultant team.

3.2.2 Board Members Forum- Mrs. Brewer reiterated the HS Drama Production performances this weekend and the turf work to the baseball field has started and making progress. Mrs. Rath requested the athletic department investigate a different placement of the pop-up tent for athletes.

3.2.3 Superintendent’s Report – Mr. Rotz thanked the BOE for their approval to proceed with the water testing which will be scheduled to take place soon. He also handed out the requested stipend listing and updated the Schoolhouse repair quote and has requested more detailed information from the contractor.

3.3 Other Items- Administrative Team updates:

Mrs. Jennifer Bartlett-Prati reviewed the Teacher Conference Day schedule held on October 6<sup>th</sup>. She highlighted the different activities that were available during the day. The team building activity

had groups of teachers building rollercoasters with specific STEM requirements. There was also a Wellness activity (Volleyball game) and information for the faculty.

Mr. Christopher Puylara announced his HS Parent/Principal meeting would be held next week highlighting the Social Media Pitfalls. On the 20<sup>th</sup>, Secondary students would be active for the Day of Service (which replaces the REAP program). Students will be at the 3 area state parks cleaning, clearing brush then having lunch followed by a game of kick ball before returning to school.

Mrs. Erika Parisian discussed the Character Education program for this school year. The first assembly kicks off this week highlighting DREAM characteristics (Determined, Respectful, Empathetic, Accountable, Motivated, Safe). She showcased her traveling shopping cart and reviewed how students earn coupons which then can be turned in for items in the cart. The big new item this year is the book vending machine that takes tokens for purchases. Student coupons can be used to purchase tokens. It should be exciting for the reveal at the assembly.

#### 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 for September 2023~~ (no statement received)

##### **NEW TYPIST POSITION CREATED**

4.1.1.2 Authorized the creation of a Typist position with rights and benefits under the CSEA contract and guidance through Seneca County Civil Service Personnel Department effective October 11, 2023

\*4.1.1.3 Accepted the Internal Audit Claims Report of July through September 2023 as written.

Moved: Mrs. Rath Seconded: Mrs. Brewer

Approved unanimously 7/0

##### 4.2 Announcements and Reports

4.2.1 Accounts "A" General Fund dated 09/01/23 to 09/30/23; Warrant No. 19 for Accounts "A" General Fund dated 09/07/23 in the amount of \$42,246.21; Warrant No. 20 for Accounts "A" General Fund dated 09/14/23 in the amount of \$16,759.72; Warrant No. 25 for Accounts "A" General Fund dated 09/21/23 in the amount of \$158,196.52; Warrant No. 26 for Accounts "A" General Fund dated 09/28/23 in the amount of \$11,856.41.

4.2.2 Accounts "C" Cafeteria Fund dated 09/01/23 to 09/30/23; Warrant No. 6 for Accounts "C" Cafeteria Fund dated 09/07/23 in the amount of \$1,868.36; Warrant No. 7 for Accounts "C" Cafeteria Fund dated 09/14/23 in the amount of \$3,919.61; Warrant No. 8 for Accounts "C" Cafeteria Fund dated 09/21/23 in the amount of \$3,411.37; Warrant No. 9 for Accounts "C" Cafeteria Fund dated 9/28/23 in the amount of \$3,326.41.

4.2.3 Accounts "F" Federal Funds dated 09/01/23 to 09/30/23; Warrant No. 7 for Accounts "F" Federal Fund dated 09/07/23 in the amount of \$7,541.23; Warrant No. 8 for Accounts "F" Federal Funds dated 09/14/23 in the amount of \$2,225.51; Warrant No. 9 for Accounts "F" Federal Funds dated 09/21/23 in the amount of \$5,189.65.

4.2.4 Accounts "H" Capital Funds dated 09/01/23 to 09/30/23; Warrant No. 5 for Accounts "H" Capital Funds dated 09/14/23 in the amount of \$2,661.00.

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

**MACKENZIE WOODARD APPOINTED AS LTS ELA TEACHER**

6.1.1.1 Appointed Mackenzie Woodard as LTS ELA Teacher effective on or about October 21, 2023 through on or about December 18, 2023 pending the actual maternity leave dates of Katie Jordan. Mrs. Woodard's daily rate will be \$170.00 for this maternity leave coverage and will revert back to the Itinerant Teacher daily rate once LTS appointment has been completed.

Moved: Mr. Wilson                      Seconded: Mr. Karlsen

Approved unanimously 7/0

6.2 Resolutions in Regard to Support Staff

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

**MEDICAL LOA FOR DAVID MARKEL ACCEPTED**

6.2.1.1 Accepted the Medical Leave of Absence for David Markel effective September 25, 2023 until further information of the attending physician's release to return to work. David will utilize all personal leave banks and any additional days will be unpaid. The Central Business office will re-calculate his salary upon his return.

**MEDICAL LOA FOR LISA BUSH ACCEPTED**

\*6.2.1.2 Accepted the Medical Leave of Absence for Lisa Bush effective October 2, 2023 through October 9, 2023.

**RESIGNATION OF TEZANAH HINDS AS CLEANER ACCEPTED**

6.2.1.3 Accepted the resignation of Tezanah Hinds as Cleaner effective October 13, 2023

**THOMAS PEZZULO APPOINTED AS TEACHER AIDE**

6.2.1.4 Appointed Thomas Pezzulo of Seneca Falls, NY as Teacher Aide effective October 2, 2023 at an hourly rate of \$14.56 up to 6.5 hours per day. The one-year probationary period begins on October 2, 2023 and will end on October 1, 2024. Additional extra duty hours are also approved as authorized by his immediate supervisor. Mr. Pezzulo is eligible for all rights and benefits under the current CSEA contract.

**COFFEE SHOP STIPEND AMOUNT CORRECTED FOR JENNIFER GILLAN**

6.2.1.5 Correct the stipend amount of the Coffee Shop Advisor for Jennifer Gillan from \$500 to \$1,250 based on the number of periods (2.5 periods) for supervision for the 2023-2024 school year.

Moved: Mrs. Wolverton                      Seconded: Mrs. Brewer

Approved unanimously 7/0

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 from the meeting dated September 27, 2023 (Student Number #67437); from the meeting dated September 28, 2023 (Student Numbers #67332 & 67330); from the meeting dated October 2, 2023 Student Number #66792)

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

7.1.1.3 Approved the placement of the Section 504 Meeting Minutes- from the meeting dated September 28, 2023 (Student Number #67546); and from the meeting dated October 4, 2023 (Student Number #67143).

Moved: Mrs. Bateman          Seconded: Mr. Wilson

Approved unanimously 7/0

### 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

#### **DISAPPROVED OUT OF DISTRICT PLACEMENT TRANSPORTATION REQUEST**

9.1.1 Disapproved the Out of District placement transportation request of Mr. and Mrs. Ramon Wadhams for Jacob Wadhams to attend St. Francis/St. Stephen's School in Geneva, NY for the 2023-2024 school year.

Moved: Mr. Karlsen          Seconded: Mr. Wilson

Discussion: Mr. Ninestine responded that this family is outside the 15 mile private school radius and there are no other students attending this school. There is no driver or vehicle available currently to field this extra route. The department would entertain the possibility at a later date the option to assist the family if the situation changes.

Defeated unanimously 7/0

### 9.2 Announcements and Reports

### 9.3 Other Items

10. EXECUTIVE SESSION – not needed

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

## 12. ADJOURNMENT

A motion was offered to adjourn at 8:23pm

Moved: Mrs. Rath          Seconded: Mr. Wilson

Approved unanimously 7/0

## 13. DISTRIBUTIONS

14. NEGOTIATIONS COMMITTEE MEETING- not needed

BOE Mtg. 10/10/23

Respectfully Submitted,  
Suzanne Nicholson  
District Clerk