

BOE 5/28/24
1.2.1(a)

ROMULUS CENTRAL SCHOOL
ROMULUS, NY 14541
BOARD OF EDUCATION REGULAR MEETING MINUTES
TUESDAY, MAY 14, 2024
6:00PM BUDGET PUBLIC HEARING
6:20PM MEET THE CANDIDATES
IMMEDIATELY FOLLOWING-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 Curriculum and Instruction, Jami Thompson, Kerilynn Wasney, Linda Mastellar, Kara Martin, One member from the Community, Priscilla Pasqua-Godkin and Daughter

1. OPENING AND MINUTES

Public Hearing School 2024-2025 School Budget

Opened at 6:01 pm

Adjourned at 6:24 pm

Mr. Ninestine presented the 2024-2025 school budget.

Meet the Candidates:

Linda Mastellar, Tenneille Brewer, Beth Bulkley, ~~Caroline Hamelin~~ (previous engagement scheduled- could not attend this evening), Alicia Rath and Kara Martin.

Each Candidate gave a brief introduction of themselves and why they wanted to become BOE members.

1.1 Call to Order

1.1.1 Pledge of Allegiance

1.1.2 Public Comment- Priscilla Pasqua-Godkin requested the Board to investigate an issue regarding a student discipline matter- the Board requested the concerns be put in writing and would be reviewed during an executive session. She would not be invited into the session and would be contacted with their decision.

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 April 24, 2024(a) and the Special Meeting of May 2, 2024(b).

Moved: Mrs. Brewer Seconded: Mrs. Rath

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 Approved the Agenda with Addendum items

Moved: Mrs. Rath Seconded: Mr. Karlsen

Approved unanimously 7/0

1.4 Announcements and Reports

1.4.1 The next regular meeting of the Board of Education on Tuesday, May 28, 2024, at 6:30pm in the Board of Education Conference Room. The Annual Election and Budget Vote will be held on May 21, 2024 from 12:00pm to 8:00pm in the North Entrance Lobby.

1.5 Other Items

2. **INTERSCHOOL ACTIVITIES**

2.1 Romulus Student Forum

2.2 Resolutions

POLICY #7350 CORPORAL PUNISHMENT REVISIONS ADOPTED

2.2.1 Adopted the revisions to Policy #7350 Corporal Punishment/Emergency Interventions (as written by Ferrara Law Firm)

RFEO POPCORN MACHINE GRANT ACCEPTED

2.2.2 Accepted the RFEO Popcorn Machine Grant in the amount of \$1,600 as written by Mrs. Stacy Merrill.

Moved: Mrs. Wolverton Seconded: Mr. Karlsen

Discussion: Mr. Wilson commented that the Policy Committee should be bringing the policies to the Board after having any revision discussions prior to the final adoption regardless of the school attorney making the revisions or not. The committee agreed that the revisions were warranted and did review the changes prior to the meeting.

Approved unanimously 7/0

2.3 Announcement and Reports

2.4 Other Items – The Board recognized Jami Thompson as NYS Agricultural Education Teacher of 2024. Mrs. Wolverton read the letter of congratulations from Mrs. Lisa Freier commending Jami of our dedication to the agricultural community. Mrs. Thompson has also been nominated at the National Organization level.

3. **REPORTS TO THE BOARD**

3.1 Resolutions

3.2 Announcements and Reports

3.2.1 President's Report- President Bateman reported that she along with 3 other BOE members attending the workshop at BOCES regarding Re-Organizations, Consolidations and Shared Services. The meeting was very informative. Mrs. Bateman reminded the Board members to complete the BOCES survey regarding the search process.

3.2.2 Board Members Forum- Mr. Wilson commented that the RCS scoreboards on the softball field are a great addition! Most of the other schools do not have them and it makes a big difference watching the games. He also commented on the NYSSBA survey coming out in June to make sure everyone participated. Mrs. Brewer gave a big shout out to all those who worked with the Elementary Musical Production 101 Dalmatians. It was a great success and a wonderful play! Mrs. Wolverton voiced her concern about fundraising at the events.

3.2.3 Superintendent's Report- Mr. Rotz handed out a list on on-going items to be reported on. He updated the board on the PILOT request letter has been set to the County and

they have agreed to handle the logistics and paperwork for the New Leaf Solar Project. He also reviewed the contracts for the Capital project that are in the budget figures and are now being awarded to the contractors. Mr. Rotz also needed to set a Project/Facilities Committee meeting for May 28th at 4:30pm which was approved by the members. Lastly, he recognized Mariah Burlew's artwork that was selected in the congressional Art Competition was moving up from the county level to the Congressional level.

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 for March 2024

SUPPORT OF THE SENECA COUNTY CCE FARM TO SCHOOL APPROVED

4.1.1.2 Approved the financial support of the Seneca County CCE for their Farm to School Services in the amount of \$12,500 for the 2024-2025 school year.

INFORMACAST RENEWAL APPROVED

4.1.1.3 Accepted the InformaCast Renewal for Day Automation in the amount of \$10,205.00 for a 3-year renewal option effective May 11, 2024.

4.1.1.4 Accepted the donation from the New York School Insurance Reciprocal in the amount of \$1,000.00. (School van camera donation)

WATTS ARCHITECTS AND ENGINEERING CONTACT APPROVED

4.1.1.5 Approved the contract for Air Monitoring services through Watts Architects and Engineering at a cost of \$57,252 under the Capital Project for Asbestos Abatement.

ME ENGINEERING CONTRACT APPROVED

4.1.1.6 Approved the Contract for Commissioning Services through ME Engineering at a cost of \$17,400 under the Capital Project

4.1.1.7 Accepted the Extra Class Monthly Statement from April 2024

KEYSTONE MATERIAL TESTING LLC CONTRACT APPROVED

*4.1.1.8 Accepted the Special Inspection and Construction Materials Engineering and Testing Services from Keystone Material Testing, LLC proposal with the fee schedule for services provided at a cost not to exceed \$50,000.

Moved: Mrs. Brewer Seconded: Mrs. Rath

Approved unanimously 7/0

4.2 Announcements and Reports

4.2.1 Accounts "A" General Fund dated 4/01/24 to 4/30/24; Warrant No. 91 for Accounts "A" General Fund dated 4/4/24 in the amount of \$15,777.42; Warrant No. 92 for Accounts "A" General Fund dated 4/11/24 in the amount of \$17,707.66; Warrant No. 95 for Accounts "A" General Fund dated 4/18/24 in the amount of \$22,152.34; Warrant No. 96 for Accounts "A" General Fund dated 4/25/24 in the amount of \$155,462.90.

4.2.2 Accounts "C" Cafeteria Fund dated 4/01/24 to 4/30/24; Warrant No. 29 for Accounts "C" Cafeteria Fund dated 4/4/24 in the amount of \$2,337.81; Warrant No. 30 for Accounts "C"

Cafeteria Fund dated 4/18/24 in the amount of \$2,581.61; Warrant No. 31 for Accounts "C" Cafeteria Fund dated 4/25/24 in the amount of \$8,248.94.

4.2.3 Accounts "F" Federal Funds dated 4/01/24 to 4/30/24; Warrant No. 32 for Accounts "F" Federal Fund dated 4/4/24 in the amount of \$7,279.01; Warrant No. 33 for Accounts "F" Federal Funds dated 4/11/24 in the amount of \$700.00; Warrant No. 34 for Accounts "F" Federal Funds dated 4/18/24 in the amount of \$2,091.71; Warrant No. 35 for Accounts "F" Federal Funds dated 4/25/24 in the amount of \$86.00.

4.2.4 Accounts "H" Capital Funds dated 4/01/24 to 4/30/24; Warrant No. 20 for Accounts "H" Capital Fund dated 4/4/24 in the amount of \$2,926.00; Warrant No. 21 for Accounts "H" Federal Fund dated 4/11/24 in the amount of \$15,758.47.

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 of the Superintendent to approve the following:

SUPERINTENDENT ROTZ' CONTRACT MODIFIED

6.1.1.1 Amended the Superintendent's Contract modifying Paragraphs 10 (a)(2) and 12 (b) effective May 14, 2024 (This was tabled from the April 24, 2024 meeting)

APPROVED AUTUMN TWIST SUMMER SCHOOL TEACHER

6.1.1.2 Approved Autumn Twist as an Elementary Teacher for summer school at a daily rate of \$105.00 for 20 days (\$2,100) July 8, 2024 through August 2, 2024.

APPROVED TARA DAVIS SUMMER SCHOOL TEACHER

6.1.1.3 Approved Tara Davis as an Elementary Teacher for summer school at a daily rate of \$105.00 for 20 days (\$2,100) July 8, 2024 through August 2, 2024.

APPROVED AMANDA PUNDT SUMMER SCHOOL TEACHER

6.1.1.4 Approved Amanda Pundt as an Elementary Teacher for summer school at a daily rate of \$105.00 for 20 days (\$2,100) July 8, 2024 through August 2, 2024.

APPROVED JACLYN MCCANN SUMMER SCHOOL TEACHER

6.1.1.5 Approved Jaclyn McCann as an Elementary Teacher for summer school at a daily rate of \$105.00 for 20 days (\$2,100) July 8, 2024 through August 2, 2024.

APPROVED MATTHEW MCCUSKER SUMMER SCHOOL TEACHER

6.1.1.6 Approved Matthew McCusker as an Elementary Teacher for summer school at a daily rate of \$105.00 for 20 days (\$2,100) July 8, 2024 through August 2, 2024.

APPROVED HEATHER HIGBY SUMMER SCHOOL TEACHER

6.1.1.7 Approved Heather Higby as an Elementary Teacher for summer school at a daily rate of \$105.00 for 20 days (\$2,100) July 8, 2024 through August 2, 2024.

APPROVED KAREN ZONA SUMMER SCHOOL TEACHER

6.1.1.8 Approved Karan Zona as an Elementary Teacher for summer school at a daily rate of \$105.00 for 20 days (\$2,100) July 8, 2024 through August 2, 2024.

APPROVED KATIE POORMON SUMMER SCHOOL TEACHER

6.1.1.9 Approved Katie Poormon as an Elementary Teacher for summer school at a daily rate of \$105.00 for 20 days (\$2,100) July 8, 2024 through August 2, 2024.

APPROVED MICHAEL KAUFMAN SUMMER SCHOOL TEACHER ASSISTANT

6.1.1.10 Approved Michael Kaufman as an Elementary Teacher Assistant for summer school at a daily rate of \$85 for 20 days (\$1,700) July 8, 2024 through August 2, 2024.

APPROVED COLLEEN COOK SUMMER SCHOOL SUBSTITUTE TEACHER

6.1.1.11 Approved Colleen Cook as a Substitute Elementary Teacher for summer school at a daily rate of \$105.00 as needed per diem July 8, 2024 through August 2, 2024.

APPROVED LINDSAY GUY SUMMER SCHOOL SPEECH THERAPIST

6.1.1.12 Approved Lindsay Guy as the Summer Speech Therapist for services provided July 1, 2024 through August 20, 2024 at an hourly rate of \$30.00 not to exceed \$750.

Moved: Mr. Wilson Seconded: Mrs. Wolverton

Approved unanimously 7/0

6.2 Resolutions in Regard to Support Staff

6.2.1 Acted upon the recommendations of the Superintendent to approve the following:

APPOINTED SUZANNE BEAVERS AS SCHOOL BUS DRIVER

6.2.1.1 Appointed Suzanne Beavers of Romulus, NY as School Bus Driver effective May 28, 2024 at an hourly rate of \$19.78 for up to 6 hours per day pending required driver clearance. This is a 10-month position with a probationary period beginning May 28, 2024 and ending on May 27, 2025. She is eligible for all rights and benefits as negotiated in the CSEA contract.

TRACIE CURRIER HOURS ADJUSTED

6.2.1.2 Adjusted the hours for Tracie Currier to work 5 hours per day as Childcare Leader and eliminate the Teacher Aide duties for the extra hours effective May 6, 2024 for the remainder of the school year. Her salary will be recalculated by the Central Business Office based on the reduced hours.

KELLY UPDYKE REMOVED AS HEAD COOK

6.2.1.3 Removed Kelly Updyke as Head Cook effective January 10, 2024. She was previously granted permanent status as Cook/Manager and is unable to remain on the Leave of Absence of this position under Seneca County Civil Service regulations.

APPROVED KELLY UPDYKE AS COOK/MANAGER FOR THE SUMMER FEEDING PROGRAM

6.2.1.4 Approved Kelly Updyke as Cook/Manager for the summer feeding program at her contractual hourly rate up to 6 hours per day July 5, 2024 through August 2, 2024.

APPROVED MARYANN WINGLER SUMMER SCHOOL TEACHER AIDE

6.2.1.5 Approved MaryAnn Wingler as Elementary Teacher Aide for summer school at a daily rate of \$75 for 20 days (\$1,500) July 8, 2024 through August 2, 2024.

APPROVED KATHY CRAIG SUMMER SCHOOL TEACHER AIDE

6.2.1.6 Approved Kathy Craig as Elementary Teacher Aide for summer school at a daily rate of \$75 for 20 days (\$1,500) July 8, 2024 through August 2, 2024.

APPOINTED MATTHEW THOMAS AS NETWORK ADMINISTRATOR

6.2.1.7 Appointed Matthew Thomas of Auburn, NY as Network Administrator effective July 1, 2024. This full-time 12-month position has a probationary period commencing on July 1, 2024 through June 30, 2025. Mr. Thomas will have an annual salary of \$65,000 with all rights and benefits as per the CSEA negotiated contract.

Moved: Mr. Wilson Seconded: Mrs. Bulkley

Approved unanimously 7/0

6.3 Resolutions, Other

6.3.1 Acted upon the recommendations of the Superintendent to approve the following:

JENNIFER CASE APPROVED AS SUB-FOOD SERVICE HELPER FOR THE SUMMER FEEDING PROGRAM

6.3.1.1 Approved Jennifer Case as Substitute Food Service Helper for the summer feeding program up to 6 hours per day July 5, 2024 through August 2, 2024 at an hourly rate of \$17.75

MOLLY SAPIO APPROVED AS SUB-FOOD SERVICE HELPER FOR THE SUMMER FEEDING PROGRAM

6.3.1.2 Approved Molly Sapio as Substitute Food Service Helper for the summer feeding program up to 6 hours per day July 5, 2024 through August 2, 2024 at an hourly rate of \$17.75

MARSHA BURLEW APPROVED AS SUB-FOOD SERVICE HELPER FOR THE SUMMER FEEDING PROGRAM

6.3.1.3 Approved Marsha Burlew as Substitute Food Service Helper for the summer feeding program up to 6 hours per day July 5, 2024 through August 2, 2024 at an hourly rate of \$17.75

LAUREN CANZIO APPROVED AS SUB-FOOD SERVICE HELPER FOR THE SUMMER FEEDING PROGRAM

6.3.1.4 Approved Lauren Canzio as Substitute Food Service Helper for the summer feeding program up to 6 hours per day as needed per diem at her contractual hourly rate of \$18.62.

CHRISTINIA GOODLIFF APPROVED AS SUB-FOOD SERVICE HELPER FOR THE SUMMER FEEDING PROGRAM

6.3.1.5 Approved Christinia Goodliff as Substitute Food Service Helper for the summer feeding program up to 6 hours per day as needed per diem at the Substitute hourly rate of \$17.75

DAMON LITZENBERGER APPROVED AS SUBSTITUTE PREK-12 TEACHER

6.3.1.6 Approved Damon Litzenberger as Substitute Teacher PreK-12th grades as needed per diem effective May 15, 2024 at a daily rate of \$110 (Once certified daily rate increases to \$140).

Moved: Mrs. Rath Seconded: Mr. Karlsen

Approved unanimously 7/0

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 from the meeting dated April 17, 2024 (Student Number #67560); from the meeting dated April 18, 2024 (Student Numbers #67067); from the meeting dated April 19, 2024 (Student Numbers #67384, #66715, #67561 and #66714); from the meeting dated April 22, 2024 (Student Numbers #66954 and #67546); from the meeting dated April 23, 2024 (Student Number #66832); from the meeting dated April 24, 2024 (Student Numbers #66762, #66792 and #66931); from the meeting dated April 25, 2024 (Student Numbers #67243, #06788 and 66927); from the meeting dated April 26, 2024 (Student Number #66938); from the meeting dated April 29, 2024 (Student Number #06842); from the meeting dated May 1, 2024 (Student Number #67499); from the meeting dated May 6, 2024 (Student Number #66903).
- 7.1.1.2 Approved the placement of the Committee on Preschool Special Education from the meeting dated April 30, 2024 (Student Number #67488).
- 7.1.1.3 Approved the placement of the Section 504 Committee from the meeting dated April 18, 2024 (Student Number #06836); from the meeting dated April 23, 2024 (Student Numbers #66916 and #67353) from the meeting dated May 1, 2024 (Student Number #66954).

Moved: Mrs. Brewer Seconded: Mr. Karlsen

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

9.1.1 Acted upon the recommendations of the Superintendent to approve the following summer school transportation staff:

FAITH FOULKROD APPROVED AS SUMMER SCHOOL BUS DRIVER

9.1.1.1 Approved Faith Foulkrod for the Special Education Route to Newark and Midlakes schools up to 6 hours July 10, 2024 through August 20, 2024 at her contractual hourly rate.

VARIOUS DRIVERS APPROVED AS SUMMER SCHOOL BUS DRIVERS

9.1.1.2 Approved various substitute School Bus Drivers for the Special Education Route to Marcus Whitman up to 5 hours July 10, 2024 through August 20, 2024 at their contractual hourly rate.

AIDEN COSTELLO APPROVED AS SUMMER SCHOOL BUS DRIVER

9.1.1.3 Approved Aiden Costello for the Middle/HS Summer School Route to Waterloo HS up to 8 hours July 8, 2024 through August 20, 2024 at his contractual hourly rate.

VARIOUS DRIVERS APPROVED AS SUMMER SCHOOL BUS DRIVERS

9.1.1.4 Approved various substitute School Bus Drivers for the RCS Elementary Summer School Run (East Side) Route up to 4 hours July 8, 2024 through August 2, 2024 at their contractual hourly rate.

RICHARD GOODLIFF APPROVED AS SUMMER SCHOOL BUS DRIVER

9.1.1.5 Approved Richard Goodliff for the RCS Elementary Summer School Run (West Side) Route up to 4 hours July 8, 2024 through August 2, 2024 at his contractual hourly rate.

CLIFF IRWIN APPROVED AS SUMMER SCHOOL BUS DRIVER

9.1.1.6 Approved Cliff Irwin for the Special Education Route to the Halpren School July 15, 2024 through August 23, 2024 and the Monroe I BOCES @ Creekside Route July 10, 2024 through August 20, 2024 up to 8 hours at his contractual hourly rate. (\$21.50 per hour or \$48 per AM/PM run)

VARIOUS APPROVED AS SUMMER SCHOOL BUS DRIVERS

9.1.1.7 Approved the following Substitute Drivers for Summer school Transportation as needed per diem July 6, 2024 through August 23, 2024 at their contractual hourly rates

- 9.1.1.7.1 Jennifer Kime
- 9.1.1.7.2 LaDonna Costello
- 9.1.1.7.3 Tom Falsey
- 9.1.1.7.4 Sally Roloson
- 9.1.1.7.5 David Markel
- 9.1.1.7.6 Suzanne Beavers
- 9.1.1.7.7 James Werner

Moved: Mrs. Brewer Seconded: Mr. Wilson

Approved unanimously 7/0

9.2 Announcements and Reports

9.3 Other Items

EXECUTIVE SESSION HELD

10. **EXECUTIVE SESSION** – President Bateman requested the need for an Executive session at 7:28pm for the discussions on a matter about proposed, pending or current litigation, collective negotiations, and a particular disciplinary item with no further action being taken this evening.

Moved: Mr. Karlsen Seconded: Mrs. Bateman

Approved unanimously 7/0

Motion to adjourn the executive session at 8:58pm

Moved: Mrs. Bateman Seconded: Mr. Wilson

Approved unanimously 7/0

11. ADJOURNMENT

A motion to adjourn was offered at 8:59pm

Moved: Mrs. Rath Seconded: Mrs. Brewer

Approved unanimously 7/0

13. DISTRIBUTIONS

13.1 2024-2025 Budget

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

BOE Mtg. 05/14/24

Respectfully submitted,
Suzanne Nicholson
District Clerk