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ROMULUS CENTRAL SCHOOL
ROMULUS, NY 14541
BOARD OF EDUCATION REGULAR MEETING MINUTES
TUESDAY, JULY 23, 2024
6:30 PM-BOARD OF EDUCATION CONFERENCE ROOM

PRESENT: Tenneille Brewer- President, Rachelle Bateman-Vice President, Caroline Hamelin, Linda Mastellar and Thomas Wilson

OTHERS PRESENT: Suzanne Nicholson-District Clerk, Jennifer Hayden- Superintendent, Edward Ninestine-School District Treasurer, Jennifer Bartlett-Prati Assistant Superintendent, Mary Thomas-Madonna- Interim Principal, Bill Christensen of Tamco, Erica Murray and Lindsay Plantholt of the Ferrara Law Firm arrived at 7:15pm

ABSENT: Erik Karlsen and Kimberly Wolverton

1. OPENING AND MINUTES

1.1 Call to Order at 6:30pm by President Brewer

1.1.1 Pledge of Allegiance

PUBLIC HEARING HELD- CODE OF CONDUCT/SAFETY PLAN 2024-2025

Public Hearing – Code of Conduct (Policy - #7310) and Safety Plan 2024-2025

The Public Hearing was opened at 6:30pm.

Mrs. Hayden reviewed the legal changes and revisions to the Code of Conduct highlighting the areas that were required to be added based on the recommendations of our legal team. The plans will be on the website for 30 days for public review and would be adopted at the second meeting in August.

The Public Hearing adjourned at 6:46pm

1.1. 2 Public Comment- none offered.

1.2 Resolution to Approve Minutes

1.2.1 Approved the Minutes of the Board of Education Re-Organizational Meeting of July 9, 2024 and Special Meeting of July 14, 2024.

Moved: Mr. Wilson Seconded: Mrs. Bateman

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

Moved: Mr. Wilson Seconded: Mrs. Bateman

Approved Unanimously 5/0.

1.4 Announcements and Reports

1.4.1 The next regular meeting of the Board of Education on Tuesday, August 13, 2024, at 6:30pm in the Board of Education Conference Room

1.5 Other Items

2. INTERSCHOOL ACTIVITIES

2.1 Romulus Student Forum

2.2 Resolutions

SCHOOL THERAPY DOG APPROVED FOR 2024-2025

2.2.1 Approved the school therapy dog (Dory) for the 2024-2025 school year.

Moved: Mrs. Brewer Seconded: Mr. Wilson

Discussion: Mr. Wilson was very impressed with the credentials and the process needed to be a certified therapy dog.

Approved Unanimously 5/0.

2.3 Announcement and Reports

3. REPORTS TO THE BOARD

3.1 Resolutions

3.2 Announcements and Reports

3.2.1 President's Report- President Brewer reported that the BAN for \$7million was signed last Friday and was impressed by the thoroughness of Mr. Ted Trespasz walking her through the experience. She reminded the of the Board retreat scheduled for Monday, July 29th at 5:30pm. She also commented on the water damage from the storms last week and felt the crews did a great job containing the damage.

3.2.2 Board Members' Forum- Mrs. Bateman commented on the upcoming Law Conference and requested Mrs. Mastellar report back to the board with any new updates or information from the event.

3.2.3 Superintendent's Report – Mrs. Hayden announced that the State Audit of the Summer Feeding program passed with flying colors. She thanked Kelly Updyke and the summer staff for their work in the department. Kelly and Ed are working on communications for the CEP program that continues with free breakfast and lunch meals to all our students again this year. The Special Education Department also had a great review and is in Good Standing with the State Education Department. Kudos to the faculty and staff for their dedication to the programing here at Romulus. Mrs. Hayden will forward an email to the BOE to access the State Aid Formula survey if they are interested in participating.

CAPITAL PROJECT REPORT

3.3 Other Items- Mr. Bill Christensen of Tamco was in attendance to give an update on the Capital project. He reported that the project is still on schedule with the Auditorium, Roofing, Plumbing and electrical all on the expected timelines. There have been a few surprises with the demolition process and asbestos has been found in a few classrooms. He will update the board once more information on abating the situation becomes available. His team is also working on the roof coping stones and are getting pricing on replacement or repairing the items. The water damage to the classrooms upstairs is being taken care of and the quick response to the damage has helped in reducing the amount of repair work needed.

4. BUSINESS OFFICE REPORTS

4.1 Resolutions

4.1.1 Acted upon the recommendation of the Superintendent to approve the following:

SCHOOL TAX LEVY RATES APPROVED

4.1.1.1 Approved Seneca Real Property Tax Service to prepare using information provided by the Romulus School District, extended tax rolls for Romulus, in the form of the RPS147D1 and RPS155D1 in both printed and electronic form.

4.1.1.2 BE IT, THEREFORE, RESOLVED THAT, the Board of Education of the Romulus Central School District adopt the SCHOOL TAX LEVY for the 2024-2025 school year at \$6,140,113 and TAX RATES for the 2024-2025 school year as follows:

Town of Fayette \$16.1952
 Town of Romulus \$22.2684
 Town of Varick \$20.9585

THEREFORE, BE IT RESOLVED THAT, the Board of Education of the Romulus Central School District adopts the LIBRARY TAX LEVY for the 2024-2025 school year at \$29,580 and TAX RATES for the 2024-2025 school year as follows:

Town of Fayette \$0.0780
 Town of Romulus \$0.1073
 Town of Varick \$0.1010

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	\$ 78,750,210	0.6600	\$119,318,500
Romulus	\$ 71,748,342	0.4800	\$149,475,713
Varick	\$155,880,836	0.5100	\$305,648,698

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, 2024 and November 30, 2024, 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, 2024
 2% penalty October 1st through October 31st, 2024
 3% penalty November 1st through November 30th, 2024
 No taxes accepted after November 30th, 2024

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.

4.1.1.3 Accepted the Internal Claims Audit report for April/May/June 2024

4.1.1.4 Accepted the Extra Class Monthly Report June 2024

4.1.1.5 Accepted the Extra Class Annual Report 2023-2024

SCHOOL PHYSICIAN CONTRACT APPROVED

4.1.1.6 Accepted the School Medical Support Services of Finger Lakes Community Health at an annual contract amount of \$15,000 August 1, 2024 through July 30, 2025. (\$12,500 contract amount for 2023-2024)

Moved: Mr. Wilson Seconded: Mrs. Mastellar

Discussion: The Board agreed to investigate an RFP for a school physician for next school year. The RFP will be initiated in January 2025.

Approved Unanimously 5/0.

4.2 Announcements and Reports - Mr. Ninestine updated the BOE on Save Harmless amount and reviewed the foundation aid history. He is cautious of spending the balance since it is unclear as to what the State will be coming out with for next year's foundation aid. The budget committee will be meeting early September to start working on the budget and will be looking at various financial scenarios.

4.3 Other Items

4.3.1 Accounts "A" General Fund dated 06/01/24 through 06/30/24; Warrant No. 115 for Accounts "A" General Fund dated 06/28/24 in the amount of \$32,920.53

4.3.2 Accounts "C" Cafeteria Fund dated 06/01/24 through 06/30/24; Warrant No. 40 for Accounts "C" Cafeteria Fund dated 06/28/24 in the amount of \$13,284.36

4.3.3 Accounts "CM1" Special Revenue dated 06/01/24 through 06/30/24; Warrant No. 2 for Accounts "CM1" Special Revenue dated 06/28/24 in the amount of \$143.58.

4.3.4 Accounts "F" Federal Fund dated 06/01/24 through 06/30/24; Warrant No. 44 for Accounts "F" Federal Fund dated 06/28/24 in the amount of \$1,235.88

4.3.5 Accounts "H" Capital Fund dated 06/01/24 through 06/30/24; Warrant No. 23 for Accounts "H" Capital Fund dated 06/28/24 in the amount of \$375,423.33

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:

JACYLN MCCANN RESIGNS AS TEACHER ASSISTANT

6.1.1.1 Accepted the resignation of Jaclyn McCann as Teacher Assistant effective August 28, 2024 as she accepted the Elementary Special Education Teaching position.

ERICA MURRAY RESIGNS AS ITINERANT TEACHER

6.1.1.2 Accepted the resignation of Erica Murray as Itinerant Teacher (Building Substitute) effective August 28, 2024 as she accepted the Elementary Teaching position.

JACLYN MCCANN REVISED APPOINTMENT DATES AS ELEMENTARY SPECIAL EDUCATION TEACHER

6.1.1.3 Revised the effective appointment dates of Jaclyn McCann of Fayette, NY to August 29, 2024, who holds a New York Certification that will permit her to teach as an Elementary Special Education Teacher in the public schools of New York State to a Full-

Time probationary position commencing on August 29, 2024 and ending on August 28, 2028. Tenure is subject to the provisions in the revised NY School Law 3020 effective July 1, 2015. Mrs. McCann will have a starting salary of \$51,500 with all rights and benefits as per the RFA negotiated contract.

ERICA MURRAY APPOINTED AS ELEMENTARY TEACHER

6.1.1.4 Appointed Erica Murray of Ovid, NY on August 29, 2024, who holds a New York Certification that will permit her to teach as an Elementary Teacher in the public schools of New York State to a Full-Time probationary position commencing on August 29, 2024 and ending on August 28, 2028. Tenure is subject to the provisions in the revised NY School Law 3020 effective July 1, 2015. Mrs. Erica Murray will have a starting salary of \$51,000 with all rights and benefits as per the RFA negotiated contract.

JENNIFER HAYDEN CONFERENCE REQUEST APPROVED

6.1.1.5 Approved the overnight conference request of Jennifer Hayden to attend the Fall Leadership Conference in Saratoga Springs, NY on September 22, 2024 through September 24, 2024 at a cost not to exceed \$2,000 for registrations, accommodations and travel expenses.

BABETTE BENNETT'S RETIREMENT DATE EXTENDED

6.1.1.6 Extended the effective date of the retirement resignation of Babette Bennett as School Nurse to June 30, 2025.

PAUL MATTEY APPOINTED AS ATHLETIC DIRECTOR

6.1.1.7 Appointed Paul Mattey as Athletic Director for the 2024-2025 school year at a stipend of \$15,000 effective July 24, 2024.

6.1.2 Approved the following individuals as advisors for the 2024-2025 school year

VARIOUS ADVISORS APPOINTED

6.1.2.1 7th Grade Advisor- Heather Higby (\$217)

6.1.2.2 Coffee Shop Advisor-Pam McDonald (\$250 per class period)

6.1.2.3 Fit Club Helpers

6.1.2.3.1 Katie Poormon (\$300)

6.1.2.3.2 Lindsay Guy (\$300)

6.1.2.3.3 Matt McCusker (\$300)

6.1.2.3.4 Bonnie Stathis (\$300)

6.1.2.3.5 Michelle Lapp (\$300)

6.1.2.4 HS Musical Technical Director- Kate Smith (\$1,200)

6.1.2.5 ML Musical Technical Director-Felicity Finn (\$828)

6.1.2.6 HS Student Council Advisor-Mackenzie Woodard (\$1,613)

6.1.2.7 ML Helper-Autumn Twist (\$750)

6.1.2.8 ML Musical Helper- Kate Smith (\$750)

6.1.2.9 HS Musical Helper-Felicity Finn (\$750)

6.1.2.10 School House Curator- Lisa Freier (\$1,680)

6.1.2.11 Yearbook Advisor- Kerilynn Wasney (\$4,131)

Moved: Mr. Wilson

Seconded: Mrs. Bateman

Discussion: Mr. Matthey will not have any reduction to his classes as he takes on the Athletic Director duties.

Approved Unanimously 5/0.

6.2 Resolutions in Regard to Support Staff

6.3 Resolutions, Other

6.3.1 Acted upon the recommendation for the Superintendent to approve the following personnel issues:

ROBERT TRAVIS APPROVED AS SUBSTITUTE FOOD SERVICE HELPER

6.3.1.1 Approved Robert Travis as a Substitute Food Service Helper effective July 24, 2024 as needed per diem at an hourly rate of \$17.75 for the 2024-2025 school year.

EMMA MASKELL APPROVED AS SCHOOL SOCIAL WORKER INTERN

6.3.1.2 Approved Emma Maskell as School Social Worker Intern effective August 19, 2024 through June 27, 2025. She will be working directly with Katie Harris-Maxwell.

ZOE PERRY APPROVED AS SCHOOL SOCIAL WORKER INTERN

6.3.1.3 Approved Zoe Perry as School Social Worker Intern effective August 19, 2024 through June 27, 2025. She will be working directly with Bonnie Stathis.

Moved: Mrs. Brewer Seconded: Mr. Wilson

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

7.1.1.2 Approved the placement of the Committee on Preschool Special Education Minutes dated July 16, 2024 (Student Number #67526).

7.1.1.3 Approved the placement of the Section 504 Meeting Minutes dated July 12, 2024 (Student Number #67600).

Moved: Mrs. Bateman Seconded: Mrs. Mastellar

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

9.2 Announcements and Reports

9.3 Other Items

EXECUTIVE SESSION HELD

10. EXECUTIVE SESSION – President Brewer requested the need of an executive session this evening for the review of the appeal of non-resident student attendance for 2024-2025. Ms. Lindsay Plaintiff of the Ferrara Law Firm and Mrs. Hayden were invited to attend this session.

Motion to enter Executive Session at 7:33pm

Moved: Mr. Wilson Seconded: Mrs. Brewer

Approved Unanimously 5/0.

Motion to adjourn the executive session and return to the open session meeting at 8:20pm

Moved: Mr. Wilson Seconded: Mrs. Matellar

Approved Unanimously 5/0.

NON-RESIDENT APPEAL WAS APPROVED

10.1 Motion to approve the non-resident appeal.

Moved: Mr. Wilson Seconded: Mrs. Mastellar

Approved Unanimously 5/0.

11. ADJOURNMENT

A motion was offered to adjourn at 8:23pm

Moved: Mrs. Bateman Seconded: Mrs. Hamelin

Approved Unanimously 5/0.

12. DISTRIBUTIONS

Respectfully Submitted,

Suzanne Nicholson

District Clerk

