

**ROMULUS CENTRAL SCHOOL
ROMULUS, NY 14541
BOARD OF EDUCATION REGULAR MEETING MINUTES
TUESDAY, AUGUST 13, 2024
6:00 PM BUILDING CONSTRUCTION TOUR
6:30 PM PUBLIC HEARING- ATTENDANCE POLICY
IMMEDIATELY FOLLOWING BOARD OF EDUCATION MEETING CONFERENCE ROOM**

Present: Teneille Brewer-President, Caroline Hamelin, Erik Karlsen, Linda Mastellar and Kimberly Wolverton

Others Present: Suzanne Nicholson-District Clerk, Jennifer Hayden-Superintendent, Edward Ninestine-School District Treasurer, Jennifer Bartlett-Prati Assistant Superintendent, Damon Litzenberger and Amy Magierski

Absent: Rachele Bateman and Thomas Wilson

1. OPENING AND MINUTES

1.1 Call to Order at 6:46pm by President Brewer

1.1.1 Pledge of Allegiance

PUBLIC HEARING HELD – ATTENDANCE POLICY REVIEW

1.1.1.1 Public Hearing – opened at 6:46pm with no public comments offered

Comprehensive Attendance Policy- Attendance Review

Superintendent Hayden reviewed the attendance comparison of 2022-23 and 2023-2024 school year student attendance with the Board. All levels were in the 90% attendance rates with less than a +/- 1% change recommended that there was no need for any revisions of the current Attendance Policy at this time. This concluded the annual review, and the public hearing was closed at 6:50pm.

Moved: Mrs. Mastellar Seconded: Mr. Karlsen

Approved unanimously 5/0.

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 July 23, 2024.

Moved: Mrs. Brewer 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

Moved: Mrs. Brewer Seconded: Mr. Karlsen

Approved unanimously 5/0.

1.4 Announcements and Reports

1.4.1 The next regular meeting of the Board of Education on Tuesday, August 27, 2024, at 6:30pm in the Board of Education Conference Room. There will be a BoardDocs presentation at 6:00pm.

1.5 Other Items

2. **INTERSCHOOL ACTIVITIES**

2.1 Romulus Student Forum

2.2 Resolutions

RFEO K-2 SUPERHERO FUN RUN GRANT ACCEPTED

2.2.1 Accepted the K-2 Superhero Fun Run RFEO Grant as written by Mrs. Amanda Pundt in the amount of \$249

SPORTS BOOSTERS BUILDING USE REQUEST APPROVED

2.2.2 Approved the Building Use request from the Romulus Sports Boosters to utilize the parking lots, nature trail and front lawn on September 14, 2024 from 8:00am-6:00pm for a community wide event. (5K, Fun Run and Craft Fair)

COMBINED FALL SPORTS WITH SOUTH SENECA APPROVED

2.2.3 Approved the participation with South Seneca for the following sports as agreed on terms for combining sports upon the recommendation of the Superintendent. The host school will use coaches' salary schedule and coaches' handbook of the said host district and the students from each district will follow their own school's Code of Conduct. All costs associated with the combined athletic program for the 2024-2025 (such as supplies, officials, salaries, and transportation) will be based on a percentage of the athletes that participate from Romulus and South Seneca.

2.2.3.1 Combined Fall Sports hosted by Romulus Central School

2.2.3.1.1 Varsity Golf

2.2.3.1.2 JV Golf

2.2.3.1.3 Modified Girls Soccer

~~2.2.3.1.4 Varsity Girls Soccer (TBA)~~

2.2.3.1.5 Modified Cross Country

2.2.3.1.6 Varsity Cross Country

2.2.3.2 Combined Fall Sports hosted by South Seneca Central School

2.2.3.2.1 Varsity Football

2.2.3.2.2 Modified Football

2.2.3.2.3 Boys Varsity Soccer

2.2.3.2.4 Boys Modified Soccer

2.2.3.2.5 JV Volleyball

2.2.3.2.6 Varsity Volleyball

2.2.3.2.7 Modified Cheerleading

2.2.3.2.8 Varsity Cheerleading

2.2.3.2.9 Varsity Girls Soccer

Moved: Mr. Karlsen Seconded: Mrs. Wolverton

Discussion: Varsity Girls Soccer discussion- agreement was previously signed for South Seneca to host - Mr. Matthey is looking at scheduling a few games here at Romulus.

Approved unanimously 5/0.

2.3 Announcement and Reports

2.4 Other Items

3. REPORTS TO THE BOARD

3.1 Resolutions

3.2 Announcements and Reports

3.2.1 President's Report- President Brewer has talked with BOCES Superintendent Lynne Rutnik regarding the upcoming Board Retreat on August 21st. Will be working on an agenda for the evening.

3.2.2 Board Members' Forum- Linda Mastellar's updated the Board with information from the Ferrara Law Conference. She stressed the importance of school policy and strictly following the policy will alleviate many problems before becoming bigger issues. The day was very interesting and informative.

3.2.3 Superintendent's Report- Mrs. Hayden discussed the options with a policy manual update and review with Erie I BOCES. The current policy manual has not been updated since 2010. The process is lengthy and could take up to a year to complete. She commented on the non-resident student numbers for this upcoming school year. 122 were enrolled last year, 10 graduated, 21 not returning, 27 are children of staff with 49 still pending tuition payments. A letter will be sent to remind them of the September 1st deadline.

Mrs. Hayden also announced that the weight room hours will be 11:30-1:30pm Monday through Thursday through the end August. The 2nd round of Principal interviews is taking place this week with the administrative team and hopefully a finalist will be named. She also added that Giavanna Consolie was selected for the CSEA scholarship and Delaney McDonald was selected to the NY Youth Leadership Counsel and will be traveling to Albany in February.

3.3 Other Items- Reminder Board retreat on August 21st @5:30pm in BOE Conference Room

4. BUSINESS OFFICE REPORTS

4.1 Resolutions

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

FOSTER GRANDPARENT MOU APPROVED

4.1.1.1 Approved the MOU between the Foster Grandparent Program of FL Community Action for Volunteers for the 2024-2027 school years.

Moved: Mrs. Brewer Seconded: Mrs. Hamelin

Discussion: This agreement allows senior citizens to volunteer in the school through the Finger Lakes Community Action Plan. The volunteers are vetted through this program. A minimal cost is associated with this program. (Meals and mileage)

Approved unanimously 5/0.

4.2 Announcements and Reports

4.2.1 Accounts "A" General Fund dated 07/01/24 to 07/31/24; Warrant No. 1 for Accounts "A" General Fund dated 07/11/24 in the amount of \$5,381.94; Warrant No. 5 for Accounts "A" General Fund A/P dated 07/18/24 in the amount of \$23,408.45; Warrant No. 6 for Accounts "A" General Fund dated 07/25/24 in the amount of \$2,720.28; Warrant No. 7 for Accounts "A" General Fund A/P dated 07/25/24 in the amount of \$7,112.95.

4.2.2 Accounts "C" Cafeteria Fund dated 07/01/24 to 07/31/24; Warrant No. 1 for Accounts "C" Cafeteria Fund dated 07/11/24 in the amount of \$1,297.87; Warrant No. 2 for Accounts "C" Cafeteria Fund dated 07/18/24 in the amount of \$3,304.60.

4.2.3 Accounts "F" Federal Funds dated 07/01/24 to 07/31/24; Warrant No. 1 for Accounts "F" Federal Fund dated 07/25/24 in the amount of \$1,533.00.

4.2.4 Accounts "H" Capital Funds dated 07/01/24 to 07/31/24; Warrant No. 1 for Accounts "H" Capital Funds dated 07/18/24 in the amount of \$38,48.00.

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

6.1.1 Acted upon the recommendation of the Superintendent to approve the following personnel issues:

APPOINTED DAMON LITZENBERGER AS SECONDARY SOCIAL STUDIES TEACHER

6.1.1.1 Appointed Damon Litzenberger of Romulus, NY on August 29, 2024, who holds an initial New York Certification that will permit him to teach as a Secondary Social Studies 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. Damon will have a starting salary of \$49,500 with all rights and benefits as per the RFA negotiated contract.

MARY THOMAS-MADONNA APPOINTED AS ATTENDANCE OFFICER

6.1.1.2 Appointed Mary Thomas-Madonna as Attendance Officer for the 2024-2025 school year.

MARY THOMAS-MADONNA APPOINTED AS BLDG. LEVEL DASA COORDINATOR

6.1.1.3 Appointed Mary Thomas-Madonna as DASA Coordinator (Building Level) for the 2024-2025 school year

SAFETY COMMITTEE MEMBERS APPOINTED

6.1.1.4 Appointed the following personnel to the Safety Committee for the 2024-2025 school year:

6.1.1.4.1 Mary Thomas-Madonna

6.1.1.4.2 Paul Matthey

AED COORDINATOR REVISION APPROVED

6.1.1.5 Revised the AED Coordinator approval of Babette Bennett to reflect a full year appointment at a stipend of \$1,100

SEAN SWEENEY APPROVED AS SUMMER WEIGHT ROOM SUPERVISOR

6.1.1.6 Approved Sean Sweeney extra duty hours up to 2 hours per day 4 days a week (August 14 -August 28) to supervise the weightroom at RFA contractual rate. (Pending Certification Course completion)

MICHAEL KAUFMAN APPROVED AS SUB-SUMMER WEIGHT ROOM SUPERVISOR

6.1.1.7 Approved Michael Kaufman as a substitute supervisor of the weightroom as needed (August 14 to August 28) at the RFA contractual rate. (Pending Certification Course completion)

HOLLY STEKL APPROVED AS SUB-SUMMER WEIGHT ROOM SUPERVISOR

6.1.1.8 Approved Holly Stekl as substitute supervisor of the weightroom as needed (August 14 to August 28) at the RFA contractual rate. (Pending Certification Course completion)

ANN GUINAN APPROVED AS VARSITY GOLF COACH

6.1.1.9 Approved Ann Guinan as Varsity Golf Coach at a stipend of \$3,034 for the 2024-2025 season. (Pending Certification Course completion)

SEAN SWEENEY APPROVED AS JV GOLF COACH

6.1.1.10 Approved Sean Sweeney as the JV Golf Coach at a stipend of \$1,674 for the 2024-2025 season. (Pending Certification Course completion)

MELANIE SHOEBRIDGE-BLOOM APPROVED AS MODIFIED VOLLEYBALL COACH

6.1.1.11 Approved Melanie Shoebridge-Bloom as the Modified Volleyball Coach at a stipend of \$1,898 for the 2024-2025 season. (Pending Certification Course completion)

SABRINA SCHUMACHER APPROVED AS MODIFIED GIRLS' SOCCER COACH

6.1.1.12 Approved Sabrina Schumacher as the Modified Girls Soccer Coach at a stipend of \$1,955 for the 2024-2025 season. (Pending Certification Course completion)

DAMON LITZENBERGER APPROVED AS MODIFIED AND VARSITY CROSS COUNTRY COACH

6.1.1.13 Approved Damon Litzenberger as the Modified/Varsity Cross Country Coach at a stipend of \$2,003 for the 2024-2025 season. (Pending Certification Course completion)

STEPHEN PRESUTTI APPROVED AS VARSITY GIRLS' SOCCER COACH

6.1.1.14 Approved Stephen Presutti as the Varsity Girls Soccer Coach at a stipend of \$3,846 for the 2024-2025 season. (Pending Certification Course completion)

AMY MAGIERSKI APPOINTED AS ELEMENTARY TEACHER

6.1.1.15 Appointed Amy Magierski on August 29, 2024, who holds an initial 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. Amy Magierski will have a starting salary of \$50,960 with all rights and benefits as per the RFA negotiated contract.

Moved: Mr. Karlsen Seconded: Mrs. Mastellar

Discussion: Mr. Matthey (AD) is gathering all the coaching certifications and First Aid/CPR requirements.

Some of the coaches needed the First Aid course that was being held this evening.

Depending on Non-Certified or Certified Teaching staff – different coaching certificates are required.

Approved unanimously 5/0.

6.2 Resolutions in Regard to Support Staff

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

ACCEPTED THOMAS PEZZULO'S RESIGNATION AS TEACHER AIDE

6.2.1.1 Accepted the resignation of Thomas Pezzulo as Teacher Aide effective August 5, 2024.

Moved: Mrs. Brewer Seconded: Mr. Karlsen

Approved unanimously 5/0.

6.3 Resolutions, Other

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

APPROVED ANGELA CALABRESE AS NON-CERTIFIED SUBSTITUTE TEACHER

6.3.1.1 Approved Angela Calabrese as a Non-Certified Substitute Teacher as needed per diem at a daily rate of \$110 for the 2024-2025 school year.

Moved: Mrs. Brewer Seconded: Mrs. Wolverton

Discussion: Mrs. Calabrese will be a daily substitute teacher and will be in the Vocal Music room.

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 from the meeting dated August 7, 2024 (Student Number #66903); from the meeting dated August 13, 2024 (Student Number #67467).

7.1.1.2 Approved the placement of the Committee on Preschool Special Education – no meetings

7.1.1.3 Approved the placement of the Section 504 Meeting Minutes- no meetings

Moved: Mr. Karlsen Seconded: Mrs. Brewer

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** –was needed for the Discussion of employment history of a particular person or corporation, or the medical, financial or credit history or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person. With no further action being taken this evening. Mrs. Brewer asked Mrs. Hayden to attend this session. Motion to enter an executive session by Mr. Karlsen at 7:07pm and seconded by Mrs. Wolverton
Approved unanimously 5/0.

Motion to adjourn the executive session and return to the open meeting at 7:45pm

BOE Mtg. 08/13/24

Moved: Mrs. Brewer Seconded: Mr. Karlsen

Approved unanimously 5/0.

11. ADJOURNMENT

A motion was offered to adjourn at 7:46pm

Moved: Mrs. Brewer Seconded: Mr. Karlsen

Approved unanimously 5/0.

12. DISTRIBUTIONS

14. NEGOTIATIONS COMMITTEE MEETING- not needed

Respectfully Submitted,

Suzanne Nicholson

District Clerk