

**ROMULUS CENTRAL SCHOOL**  
**ROMULUS, NY 14541**  
**BOARD OF EDUCATION REGULAR MEETING MINUTES**  
**TUESDAY, AUGUST 27, 2024**  
**6:00 PM BoardDocs Microsoft Teams**  
**6:30 PM BOARD OF EDUCATION MEETING CONFERENCE ROOM**

At 6:00pm the Board met on a Microsoft Teams Meet with Drew Wareham who presented the benefits of moving to BoardDocs. This presentation ended at 6:28pm

**PRESENT:** President- Tenneille Brewer, Vice President- Rachelle Bateman, Caroline Hamelin, Erik Karlsen, Linda Mastellar, Thomas Wilson and Kimberly Wolverton

**OTHERS PRESENT:** Suzanne Nicholson-District Clerk, Jennifer Hayden-Superintendent, Edward Ninestine-School District Treasurer, Jennifer Bartlett-Prati- Assistant Superintendent of Instruction and Curriculum, Daniel Doore with wife Sue and sons Tom and Benny.

**1. OPENING AND MINUTES**

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

1.1.1 Pledge of Allegiance

1.1.2 Public Comment- none offered.

1.2 Resolution to Approve Minutes

1.2.1 Approved the Minutes of the Board of Education Meeting of August 13, 2024.

Moved: Mrs. Bateman      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 6.1.1.1, 6.1.1.4, 6.2.1.1 and 6.3.1.4

Moved: Mrs. Brewer      Seconded: Mr. Wilson

Approved Unanimously 7/0.

1.4 Announcements and Reports

1.4.1 The next regular meeting of the Board of Education on Tuesday, September 10, 2024, at 6:30pm in the Board of Education Conference Room

**2. INTERSCHOOL ACTIVITIES**

2.1 Romulus Student Forum

2.2 Resolutions

**POLICY #7310 CODE OF CONDUCT ADOPTED**

2.2.1 Adopted Policy #7310 Romulus Code of Conduct as revised

**DISTRICT SAFETY PLAN ADOPTED**

2.2.2 Adopted the District Safety Plan as revised

Moved: Mrs. Bateman      Seconded: Mr. Wilson

Approved Unanimously 7/0.

### 3. REPORTS TO THE BOARD

#### 3.1 Resolutions

#### 3.2 Announcements and Reports

3.2.1 President's Report- President Brewer thanked the Board for attending the recent retreat last week and is excited of the forward motion the district is heading.

3.2.2 Board Members' Forum- Mr. Karlson commented on the Boxtops for Education program and was disappointed that it has gone digitally and not many people participate. Mrs. Wolverton inquired about the toner/ink cartridge recycling program which has also become obsolete in the district. Mrs. Bateman commented on the webcast she participated in regarding the Foundation Aid Formula which was very informative

3.2.3 Superintendent's Report- Superintendent Hayden thanked Schrader's Meat Market and the Ovid Big M for their assistance in storing our freezer items while the new equipment was being installed. She reported on the current construction status and the frenzy of work being done before the opening of school. She also thanked the maintenance staff for their work staying ahead of the construction and getting classrooms ready for our staff. She reported that the cafeteria department would be providing the breakfast and lunch for the 1<sup>st</sup> conference day of the school year. Lastly, she announced that Kathy Stuck was chosen to be on the Big Picture Learning Advisory Board to open a new school in the WFL BOCES area.

#### 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:

#### **ADULT MEAL PRICING APPROVED**

4.1.1.1 Approved the adult meal pricing for the 2024-2025 school year

4.1.1.1.1 Adult Breakfast \$2.48 plus tax (\$2.68)

4.1.1.1.2 Adult Lunch \$5.03 plus tax (\$5.43)

4.1.1.2 Approved the Extra Class Student Activities Monthly Report for July 2024

Moved: Mr. Wilson                      Seconded: Mrs. Wolverton

Approved Unanimously 7/0.

### 5. COMMUNICATIONS

### 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:

#### **DANIEL DOORE APPOINTED AS PRINCIPAL**

\*6.1.1.1 Appointed Daniel Doore of Stanley, NY as Principal effective September 3, 2024, who holds a School Building Leader Professional New York Certification. This probationary position commencing on September 3, 2024 and ending on September 2, 2027 with

eligibility in 3 years. Tenure is subject to the provisions in the revised NY School Law 3020 effective July 1, 2015. Mr. Doore will have a starting pro-rated salary of \$100,000 with all rights and benefits as per the RASA contract.

**STEPHEN PRESUTTI COACHING STIPEND CORRECTED**

6.1.1.2 Corrected Stephen Presutti's Varsity Girls Soccer Coach stipend to \$4,038 for the 2024-2025 season.

**PEER LEADERS APPROVED**

6.1.1.3 Approved the following faculty as Mentor-Peer Leaders at a stipend of \$350 for the 2024-2025 school year

- 6.1.1.3.1 Colleen Cook
- 6.1.1.3.2 Gina Lynch
- 6.1.1.3.3 Stacy Merrill
- 6.1.1.3.4 Jenna Murphy
- 6.1.1.3.5 Megan Zanfordino
- 6.1.1.3.6 Karen Zona

**JENIFER DECKER APPOINTED AS ITINERANT SUBSTITUTE TEACHER**

\*6.1.1.4 Appointed Jenifer Decker as Itinerant Substitute Teacher (Daily building Substitute) for the 2024-2025 school year for up to 5 days per week at a daily rate of \$145.60 as per the RFA contractual increase effective August 29, 2024. She is eligible for insurance plans under the RFA contract and will be pro-rated 1 sick day per month.

Moved: Mrs. Bateman      Seconded: Mr. Wilson

Approved Unanimously 7/0.

6.2 Resolutions in Regard to Support Staff

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

**LISA BUSH'S MEDICAL LOA ACCEPTED**

\*6.2.1.1 Accepted the Medical Leave of Absence of Lisa Bush effective August 19, 2024 through September 17, 2024 pending the release from her attending physician. Lisa will utilize all leave personal leave banks and any additional days will be unpaid and insurance premiums will be billed after 20 workdays during this unpaid period. The Central Business Office will re-calculate her salary upon her return.

**MICHAL DEPASACRETA APPOINTED AS TEACHER AIDE**

6.2.1.2 Appointed Michal Depasacreta of Waterloo, NY as Teacher Aide effective August 29, 2024. This probationary position begins on August 29, 2024 and ends on August 28, 2025. Mrs. Depasacreta will have an hourly rate of \$15.00 and is eligible for all rights and benefits through the CSEA contract pending fingerprint clearance.

Moved: Mrs. Brewer      Seconded: Mr. Wilson

Approved Unanimously 7/0.

6.3 Resolutions, Other

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

**DAVID CIANCAGLINI APPROVED AS NON-CERTIFIED SUBSTITUTE TEACHER**

6.3.1.1 Approved David Ciancaglini as a non-certified Substitute Teacher (PreK-12) as needed per diem effective September 4, 2024 at a daily rate of \$110 and also as a

Substitute Teacher Aide at an hourly rate of \$17.75 as needed per diem pending fingerprint clearance.

**DUSTY BABCOCK APPROVED AS SUBSTITUTE TEACHER AIDE**

6.3.1.2 Approved Dusty Babcock as a substitute Teacher Aide as needed per diem effective September 4, 2024 at an hourly rate of \$17.75 up to 6.75 hours per day pending fingerprint clearance. (Will be covering for Ms. Matthey's Student Teaching LOA through December 13, 2024)

**THOMAS WILSON APPROVED AS A SCHOOL VOLUNTEER**

6.3.1.3 Approved Thomas Wilson as a school volunteer for the 2024-2025 school year.

**JOYCE DIXON APPROVED AS A SUBSTITUTE TEACHER AIDE**

\*6.3.1.4 Approved Joyce Dixon of Romulus, NY as a Substitute Teacher Aide effective August 29, 2024 at an hourly rate of \$17.75 as needed per diem pending finger print clearance (She will be covering for Mrs. Bush's Medical Leave of Absence)

Moved: Mr. Wilson                      Seconded: Mr. Karlsen

Approved Unanimously 7/0.7. **CURRICULUM**

**8. BUILDING AND GROUNDS**

**9. TRANSPORTATION**

9.1 Resolutions

**TRANSPORTATION ROUTES APPROVED FOR THE 2024-2025 SCHOOL YEAR**

9.1.1 Approved the following Route selection and hours for the Transportation Department

9.1.1.1 Dallis Gable- Bus 95 (Cayuga St., White Rd., Route 96, Cranberry Marsh and Shady Lane, PM Amish) up to 8 hours

9.1.1.2 Richard Goodliff- Bus 89 (BOCES Runs AM/PM and No Late Runs) up to 8 hours

9.1.1.3 Suzanne Beavers- Bus 85 (Special Education runs Newark and Midlakes) up to 6.75 hours

9.1.1.4 Sally Roloson- Bus 96 (Yale Farm Rd., East Lake Rd., Route 96A, Route 336) up to 6 hours

9.1.1.5 Jennifer Kime- Bus 02 (West Fayette and Route 414) up to 6 hours

9.1.1.6 LaDonna Costello- Bus 100 (East Lake Rd., 96A, Cranberry Marsh and Shady Lane AM Amish) up to 6 hours

9.1.1.7 David Markel- Bus 97 (Lake Hill Rd., E. Lake Rd., County Road 129, Diamond Crossing AM Amish) up to 6 hours

9.1.1.8 Thomas Falsey- Bus 01 (Spring Meadows, County Road 129, Diamond Crossing PM Amish) up to 6 hours

9.1.1.9 Faith Foulkrod- Bus 94 (Finger Lakes Christian, Seneca Bible Baptist, Fall and Spring Sports Shuttle to South Seneca) up to 6 hours

9.1.1.10 James Werner- Van 93 (Elmira BOCES) up to 6 hours

9.1.1.11 Aidan Costello- Van 98 (Marcus Whitman and St. Stephens) up to 6 hours

9.1.1.12 Gunner Brooks- Van 99 (Fairport and Webster Runs) up to 6 hours

9.1.1.13 James Werner- Mechanic/Head Bus Driver up to 8 hours

9.1.1.14 Pam McDonald- Typist-Transportation Dispatch up to 8 hours

9.1.2 Approved Transportation Monitors

9.1.2.1 Charles Costello up to 5 hours

**SUBSTITUTE SCHOOL BUS DRIVERS APPROVED**

9.1.3 Approved Transportation Substitute School Bus Drivers as needed per diem for the 2024-2025 school year.

9.1.3.1 Clifford Irwin

9.1.3.2 Sharon Scott

9.1.3.3 Stacey Bennett

9.1.1.4 Richard Olson

9.1.1.5 Terry Moore

Moved: Mrs. Brewer                      Seconded: Mr. Wilson

Approved Unanimously 7/0.

**11. ADJOURNMENT**

A motion was offered to adjourn at 6:47pm

Moved: Mr. Wilson                      Seconded: Mr. Karlsen

Approved Unanimously 7/0.

**12. DISTRIBUTIONS**

12.1 Department Handbooks (Special Education, Cafeteria, Transportation, Maintenance, Student Athletes, Coaches, Teacher, Secondary Student, and Elementary Student)

Respectfully Submitted,

Suzanne Nicholson

District Clerk