

ROMULUS CENTRAL SCHOOL
ROMULUS, NY 14541
BOARD OF EDUCATION REGULAR MEETING MINUTES
TUESDAY, SEPTEMBER 10, 2024
6:30pm BOARD OF EDUCATION MEETING CONFERENCE ROOM

PRESENT: Tenneille Brewer, Caroline Hamelin, 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 Curriculum and Instruction, Kathy Stuck-CSE Chairperson and Daniel Doore-Principal

ABSENT: Rachelle Bateman and Eric Karlsen

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 August 27, 2024

Moved: Mr. Wilson Seconded: Mrs. Mastellar

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. Hamelin Seconded: Mr. Wilson

Approved Unanimously 5/0

*1.3.1.2 Approval of addendum items #4.1.1.2, #6.1.1.6 and #6.2.1.5 added to agenda

Moved: Mrs. Brewer Seconded: Mrs. Hamelin

Approved Unanimously 5/0

1.4 Announcements and Reports

1.4.1 The next meeting of the Board of Education on Tuesday, October 8, 2024, at 6:30pm in the Board of Education Conference Room. The 2nd meeting of September has been canceled. The Board may meet as a retreat to discuss Superintendent Goals and policy review procedures. President Brewer will finalize retreat/workshop schedule.

CONSTRUCTION PROJECT UPDATE

1.4.2 Mr. Bill Christensen updated the board on the current construction status throughout the building. He was pleased with the work being accomplished and is expecting the casework to be delivered next week. Auditorium work is continuing and the painting in the elementary rooms being done 2nd shift. The water has been cleared for use and the speaker replacements for some of the elementary classrooms will be delivered and installed this week. Mrs. Brewer commented on how impressed she was with the

construction process to date and thank him and his staff for their hard work and staying on top of any issues that arise.

2. INTERSCHOOL ACTIVITIES

2.2 Resolutions

ACCEPTED RFEO INSTRUMENT REPAIR/PURCHASES GRANT

2.2.1 Accepted the RFEO Instrument Repair and Purchase Grant in the amount of \$5,800 as written by Caelin Kordziel

Moved: Mrs. Brewer Seconded: Mr. Wilson

Approved Unanimously 5/0

3. REPORTS TO THE BOARD

3.2 Announcements and Reports

3.2.1 President's Report- President Brewer discussed the possibility of the Board to be more active in getting out in the public view and will be looking at ways to facilitate activities which would foster positive connections with both community and staff. A discussion was held regarding moving forward with the BoardDocs program and how beneficial it will be for both processing and distribution of board documents. It was the consensus of the board to move forward with purchasing the minimum platform option.

3.2.2 Board Members Forum- Discussion was held to see there was interest to join the Four County School Boards Association Membership. The board wanted to get more information on the membership cost before making a final decision.

3.2.3 Superintendent's Report- Mrs. Hayden discussed the upcoming safety audit with Armor One which will look at various items throughout the building and procedures in place to give feedback and recommendations for improvement. She also is meeting with Day Automation to review the status of security equipment and possible upgrades if needed. Mrs. Hayden also reviewed the updated requirements for the use of the building outside groups and provided each with the current Safety Plan. A rundown of current events and activities throughout the month highlighting Open House, School Pictures and the Book Fair. Spirit week and homecoming will be the last full week of September. Lastly, she reported to the board the non-resident student count to date which was 40 students less than last year. (Graduated, returned to home district or moved, or miscellaneous other reasons). There are 10 students being reviewed for their residency. No new non-resident enrollments will be taken after September 30.

3.3 Other Items

SPECIAL EDUCATION DEPARTMENT ANNUAL REVIEW PRESENTATION

3.3.1 Kathy Stuck presented her Special Education Department Annual Review highlighting the Department's functions and students receiving various accommodations based on their IEP (Individual Educational Program).

ESSA FUNDING PROGRAM PRESENTATION

3.3.2 Jennifer Bartlett-Prati's presented the Curriculum Connections to ESSA Funding Program Grants highlighting the different programs, supplies and materials

purchased through the various grants and the positive impact on the programs here at Romulus.

4. BUSINESS OFFICE REPORTS

4.1 Resolutions

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

SCHOOL TAX LEVY CORRECTION

4.1.1.1 Corrected School Tax Levy (Bolded items are the only changes):

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	\$16.1966
Town of Romulus	\$22.2703
Town of Varick	\$20.9602

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	\$149,440,556
Varick	\$155,873,873	0.5100	\$305,635,045

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

*4.1.1.2 Accepted the Extra-Class Monthly report for August 2024

Moved: Mr. Wilson Seconded: Mrs. Brewer

Approved Unanimously 5/0

4.2 Announcements and Reports

4.2.1 Accounts "A" General Fund dated 8/01/24 to 8/31/24; Warrant No. 8 for Accounts "A" General Fund dated 8/01/24 in the amount of \$176,808.54; Warrant No. 9 for Accounts "A" General Fund dated 8/01/24 in the amount of \$11,276.96; Warrant No. 12 for Accounts "A" General Fund dated 8/08/24 in the amount of \$2,372.54; Warrant No. 13 for Accounts "A" General Fund dated 8/15/24 in the amount of \$14,443.98; Warrant No. 16 for Accounts "A" General Fund dated 8/22/24 in the amount of \$162,9843.36; Warrant No. 17 for Accounts "A" General Fund dated 8/29/24 in the amount of \$23,197.48.

4.2.2 Accounts "C" Cafeteria Fund dated 8/01/24 to 8/31/24; Warrant No. 3 for Accounts "C" Cafeteria Fund dated 8/15/24 in the amount of \$1,336.89; Warrant No. 4 for Accounts "C" Cafeteria Fund dated 8/29/24 in the amount of \$719.25.

4.2.3 Accounts "F" Federal Funds dated 8/01/24 to 8/31/24; Warrant No. 2 for Accounts "F" Federal Fund dated 8/01/24 in the amount of \$117.24; Warrant No. 3 for Accounts "F" Federal Funds dated 8/08/24 in the amount of \$250.03; Warrant No. 4 for Accounts "F" Federal Funds dated 8/15/24 in the amount of \$185.66; Warrant No. 5 for Accounts "F" Federal Funds dated 8/22/24 in the amount of \$451.50; Warrant No. 6 for Accounts "F" Federal Funds dated 8/29/24 in the amount of \$59,114.11.

4.2.4 Accounts "H" Capital Funds dated 8/01/24 to 8/31/24; Warrant No. 2 for Accounts "H" Capital Funds dated 8/08/24 in the amount of \$183,035.75; Warrant No. 3 for Accounts "H" Capital Funds dated 8/15/24 in the amount of \$38,148.00; Warrant No. 4 for Accounts "H" Capital Funds dated 8/29/24 in the amount of \$1,756,594.73.

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:

6.1.1.1 Approved Daniel Doore as DASA Coordinator (Building)

6.1.1.2 Approved Daniel Doore as a member of the Safety Committee

6.1.1.3 Appointed Daniel Doore as Attendance Officer

DANIEL DOORE APPROVED AS LEAD EVALUATOR

6.1.1.4 Approved Daniel Doore as Lead Evaluator for the 2024-2025 school year. Daniel has met the requirements of 8NYCRR 30-2.9 and the Romulus Central School District Annual Professional Performance Review Plan (APPR) for certification as Lead Evaluator of Teachers.

JENNIFER HAYDEN APPROVED AS LEAD EVALUATOR

6.1.1.5 Approved Jennifer Hayden as Lead Evaluator for the 2024-2025 school year.

Jennifer has met the requirements of 8NYCRR 30-2.9 and the Romulus Central School

District Annual Professional Performance Review Plan (APPR) for certification as Lead Evaluator of Principals. (Pending certification)

KIDSAFE SECURITY DOOR EXTRA DUTY HOURS APPROVED

*6.1.1.6 Approved the extra duty hours for Kidsafe security door coverage at \$17.75 per hour for the following personnel:

- 6.1.1.6.1 Lisa Freier
- 6.1.1.6.2 Amanda Pundt
- 6.1.1.6.3 Darlene Werner
- 6.1.1.6.4 Karen Zona

Moved: Mrs. Hamelin Seconded: Mr. Wilson

Approved Unanimously 5/0

6.2 Resolutions in Regard to Support Staff

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

EDWARD OLDFIELD CONFERENCE REQUEST APPROVED

6.2.1.1 Approved the overnight NYS School Facilities Association conference in Saratoga, NY on September 29-October 2, 2024 for Edward Oldfield at a cost not to exceed \$2,000 for travel, accommodations and registration.

KIDSAFE EXTRA DUTY HOURS APPROVED

6.2.1.2 Approved the following staff extra duty hours in the Kidsafe program at \$17.75 per hour for the 2024-2025 school year.

- 6.2.1.2.1 Mary Ann Wingler
- 6.2.1.2.2 Shyanne Bennett
- 6.2.1.2.3 Rebecca Bennett

MEDICAL LEAVE OF ABSENCE APPROVED FOR ERIC SLOUGHTER

6.2.1.3 Approved the Medical Leave of Absence of Eric Sloughter (Custodian) effective September 3, 2024 until his physician's release to return to work (Approximately 12 weeks). Eric will utilize all 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 his salary upon his return.

MEDICAL LEAVE OF ABSENCE FOR MARYANN WINGLER APPROVED

6.2.1.4 Approved the Medical Leave of Absence of MaryAnn Wingler (Teacher Aide) effective September 4, 2024 until her physician's release to return to work. MaryAnn will utilize all 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 his return. (Tentative September 18, 2024)

KIDSAFE EXTRA DUTY HOURS APPROVED

*6.2.1.5 Approved the extra duty hours for Kidsafe security door coverage at \$17.75 per hour for the following personnel:

- 6.2.1.5.1 Marsha Burlew
- 6.2.1.5.2 MaryAnn Wingler

Moved: Mrs. Brewer Seconded: Mr. Wilson
Approved Unanimously 5/0 6.3 Resolutions, Other

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

THOMAS WILLSON APPOINTED AS VOLUNTEER ASSISTANT COACH FOR MODIFIED VOLLEYBALL

6.3.1.1 Appointed Thomas Wilson as a volunteer Assistant for the Modified Volleyball team effective September 10, 2024

Moved: Mrs. Brewer Seconded: Mrs. Mastellar
Approved Unanimously 5/0

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 26, 2024 (Student Number #67634).

7.1.1.2 Approved the placement of the Committee on Preschool Special Education from the meeting dated August 23, 2024 (Student Number #67595).

7.1.1.3 Approved the placement of the Section 504 Committee on Special Education from the meeting dated August 29, 2024 (Student Number #67330).

Moved: Mr. Wilson Seconded: Mrs. Wolverton
Approved Unanimously 5/0

8. BUILDING AND GROUNDS

9. TRANSPORTATION

EXECUTIVE SESSION HELD

10. **EXECUTIVE SESSION** – motion to enter an executive session at 7.47pm for the discussion of a matter regarding a particular personnel item with no further action being taken.

Moved: Mr. Wilson Seconded: Mrs. Mastellar
Approved Unanimously 5/0

Motion to adjourn the executive session and return to the open meeting at 8:02pm.

Moved: Mr. Wilson Seconded: Mrs. Wolverton
Approved Unanimously 5/0

11. ADJOURNMENT

A motion was offered to adjourn at 8:28pm

Moved: Mr. Wilson Seconded: Mrs. Brewer
Approved Unanimously 5/0

13. DISTRIBUTIONS

14. NEGOTIATIONS

Respectfully Submitted,
Suzanne Nicholson
District Clerk