

ROMULUS CENTRAL SCHOOL
ROMULUS, NY 14541
BOARD OF EDUCATION REGULAR MEETING MINUTES
TUESDAY, OCTOBER 22, 2024
6:00 PM-AUDIT COMMITTEE MEETING
6:30 PM-BOARD OF EDUCATION CONFERENCE ROOM

The Audit Committee met at 6:01pm with Rachelle Bateman, Kimberly Wolverton, Linda Mastellar, Edward Ninestine, Jennifer Hayden, Tenneille Brewer, Suzanne Nicholson and Melissa Duerr from Mengel, Metzger, Barr & Co., LLP. The Committee heard the review of the financial statements ending on June 30, 2024 from Melissa. The district remains in good standing and with strong financial condition with positive funding of our reserve accounts. Mr. Ninestine reviewed the prior action plan items were implements and the auditors were pleased with the checks and balances in place. The committee would recommend the financial statements and corrective action plan be accepted by the Board. The committee meeting adjourned at 6:18 pm.

PRESENT: Tenneille Brewer-President, Rachelle Bateman-Vice 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 of Curriculum and Instruction, Daniel Doore-Principal, Liz Houghton, Kyle Collinsworth, Rick Griswold, and John Fowler

ABSENT: Thomas Wilson

1. OPENING AND MINUTES

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

1.1.1 Pledge of Allegiance

PUBLIC COMMENTS

1.1. 2 Public Comment- Mr. Griswold address the Board with concerns of various immediate changes being made and wanted to make sure that there was a process in place to ensure the right changes are being made with the ability to keep Romulus the small school that is inviting and compassionate for its students, parents and community.

Mr. Collinsworth echoed the same concerns and would like to hear directly from the Board their feedback. He dislikes the fact that the board will not engage in conversations when concerns are brought forward.

President Brewer thanked both gentlemen for their comments and stated that Mrs. Hayden would be contacting them directly to discuss their concerns further.

1.2 Resolution to Approve Minutes

1.2.1 Approved the Minutes of the Board of Education Regular Meeting of October 8, 2024.

Moved: Mr. Karlsen

Seconded: Mrs. Wolverton

Approved unanimously 6/0.

1.3 Resolutions, Other

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

1.3.1.1 Approved of the Agenda with addendum items

Moved: Mrs. Brewer Seconded: Mr. Karlsen

Approved unanimously 6/0.

1.4 Announcements and Reports

1.4.1 The next regular meeting of the Board of Education on Tuesday, November 12, 2024, at 6:30pm in the Board of Education Conference Room

1.5 Other Items- Present Brewer again reviewed the Board Norms which will be made available at each meeting and a poster will be produced for the Board room.

2. INTERSCHOOL ACTIVITIES

2.1 Romulus Student Forum

2.2 Resolutions

BUILDING USE APPROVED FOR SPORTS BOOSTERS BITTY BALL PROGRAM

2.2.1 Approved the building use request from RCS Sports Boosters for Saturdays from 8:00am-12:00pm during the period of January 11-February 8, 2025 for the Bitty Ball Program. The group will need access to the HS Gym, Concession Stand, Gym Lobby and restrooms.

Moved: Mrs. Mastellar Seconded: Mrs. Bateman

Approved unanimously 6/0.

3. REPORTS TO THE BOARD

3.2 Announcements and Reports

3.2.1 President's Report- Mrs. Brewer discussed the Committee Realignment and would like ideas for November 12th as a possible BOE Service Day. The Board signed a Thank you card for the Maintenance Department to acknowledge their work throughout this Capital project.

BOE COMMITTEE ASSIGNMENTS REVISED

The new committee assignments are as follows:

Budget/Audit Committee: Rachelle Bateman (Chairperson), Thomas Wilson and Linda Mastellar

Facilities Committee: Teneille Brewer (Chairperson), Caroline Hamelin and Erik Karlsen

Policy Committee: Kimberly Wolverton (Chairperson) and Tennielle Brewer

3.2.2 Board Members' Forum- Mrs. Bateman reported on the Audit committee meeting and summarized the audit report. The committee was please with strong reserves and the cafeteria showing financial gains. Mr. Ninestine also commented on the audit and was pleased with the findings.

3.2.3 Superintendent's Report – Mrs. Hayden thanked the Board for their dedication to the district. She also gave a brief update on the Capital Project with the Library walls being completed and the Cloud installation in the Auditorium will take time to complete but everything is moving along as scheduled. Tamco will be in attendance next month for the project update. Mrs. Hayden also commented on the Strategic Action Plan and district will be forming a shared decision-making committee. The

new Policy Committee will be starting work on the Policy review project. The Wellness Policy will be one of the first policies reviewed since revisions recommended by the Wellness committee based on their assessment done last spring. She thanked Mr. Bryan McCann for the donation of pumpkins to Mrs. Lapp's class. And lastly, she announced that the Amour One Security Assessment was done as a Cross Contract with Herkimer BOCES which the district will get 75% BOCES Aid.

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:

CIVIL WAR DONATION ACCEPTED

4.1.1.1 Accepted the donation of \$250.00 to offset transportation costs for the Rosehill Civil War Day Field Trip on September 27, 2024 from the Reynolds Battery L 1st NY Light Artillery

4.1.1.2 Accepted the Extra Class Monthly report for September 2024

4.1.1.3 Accepted the Internal Claims Auditor report for July, August and September 2024

EXTERNAL AUDIT REPORT ACCEPTED

4.1.1.4 (A-D) Accepted the External Auditor's Report and Financial Statements of the school year ending June 30, 2024 prepared by Mengel, Metzger, Barr & Co., LLP and to have the District Clerk publish a public notice regarding its availability for public inspection.

4.1.1.5 Approved the recommendation from the Audit Committee to the Corrective Action Plan letter in response to the External Audit report written by Mengel, Metzger, Barr & Co., LLP.

4.1.1.6 Accepted the Treasurer's Report for June 2024

4.1.1.7 Accepted the Treasurer's Report for July 2024

4.1.1.8 Accepted the Treasurer's Report for August 2024

Moved: Mrs. Mastellar Seconded: Mrs. Hamelin

Approved unanimously 6/0.

4.2 Announcements and Reports

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:

MIDDLE LEVEL CHARACTER EDUCATION ADVISORY BOARD APPROVED

6.1.1.1 Approved the following faculty members to the Middle Level Character Education Advisory Board at a stipend of \$300 (Title IV Grant Funded):

6.1.1.1.1 Megan Zanfordino

6.1.1.1.2 Heather Higby

6.1.1.1.3 Kerilynn Wasney

OVERNIGHT CONFERENCE REQUEST APPROVED FOR JAMI THOMPSON

6.1.1.2 Approved the overnight conference request of Jami Thompson to attend CASE Animal Health and Veterinary Science in Saratoga Springs February 16th-17th, 2025 at a cost not to exceed \$800 including accommodations, registration, meals, and mileage.

ASSISTANT PRINCIPAL POSITION CREATED

6.1.1.3 Approved the creation of the Assistant Principal position at a starting minimum salary of \$75,000 with all rights and benefits under the RASA Contract.

MARY THOMAS-MADDONA AGREEMENT EXTENDED

6.1.1.4 Approved to extend the agreement with Mrs. Mary Thomas-Madonna as PreK-12 Interim Principal from November 1, 2024 through the end date from the process of hiring and the start of employment of a new Assistant Principal.

JENNIFER HAYDEN APPROVED AS LEAD EVALUATOR OF PRINCIPALS

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 Performance Review Plan (APPR) for certification as Lead Evaluator of Principals. Certification completed on October 16, 2024.

SEAN SWEENEY APPROVED AS MODIFIED BOYS' BASKETBALL COACH

6.1.1.6 Approved Sean Sweeney as Modified Boys Basketball Coach at a stipend of \$2,060 for the 2024-2025 season.

ANGELA CALABRESE APPOINTED AS VOCAL MUSIC TEACHER

*6.1.1.7. Appointed Angela Calabrese of Geneva, NY who holds an Initial New York Certification that will permit her to teach as a Vocal Teacher in the public schools of New York State to a Full-Time probationary position commencing on October 17, 2024 and ending on October 16, 2028. Tenure is subject to the provisions in the revised NY School Law 3020 effective July 1, 2015. Mrs. Calabrese will have a starting salary of \$52,000 will all rights and benefits as per the RFA negotiated Contract.

NANCY YOUNGLOVE APPROVED AS FOOD SERVICE CONSULTANT

*6.1.1.8. Approved Nancy Younglove as Food Service Consultant approximately 25 hours per month at an hourly rate of \$60. Effective October 28, 2024 through June 30, 2025.

Moved: Mrs. Brewer Seconded: Mrs. Wolverton

Approved unanimously 6/0.

6.2 Resolutions in Regard to Support Staff

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

MATTHEW THOMAS APPROVED AS VARSITY BOWLING COACH

6.2.1.1 Approved Matthew Thomas as Varsity Bowling Coach at a stipend of \$2,779 for the 2024-2025 season pending NYS Coaching certification.

PAIGE SALMON APPROVED AS JV GIRLS' BASKETBALL COACH

6.2.1.2 To approve Paige Salmon as JV Girls Basketball Coach at a stipend of \$4,112 for the 2024-2025 season pending NYS Coaching certification.

Moved: Mr. Karlsen Seconded: Mrs. Brewer

Approved unanimously 6/0.

6.3 Resolutions, Other

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

APPROVED SCHOOL VOLUNTEERS

6.3.1.1 Approved the following as school volunteers:

- 6.3.1.1.1 Devon Welch
- 6.3.1.1.2 Rebecca Spano
- 6.3.1.1.3 Nathan Spano
- 6.3.1.1.4 Mary Suffredini
- 6.3.1.1.5 William Covey
- 6.3.1.1.6 Jasmine Lawton
- 6.3.1.1.7 Kathryn Peterson
- 6.3.1.1.8 April Freier
- 6.3.1.1.9 Melody Collinsworth
- 6.3.1.1.10 Colleen Gillan
- 6.3.1.1.11 Lori Cool
- 6.3.1.1.12 Robert Lerch
- 6.3.1.1.13 Emily Bustos
- 6.3.1.1.14 Gregory Cool
- 6.3.1.1.15 Terry Steinruck
- 6.3.1.1.16 Jeffrey Newcomb
- 6.3.1.1.17 Stefanie Newcomb
- 6.3.1.1.18 Soraya Serrano
- 6.3.1.1.19 Kara Karlsen
- 6.3.1.1.20 Timothy Thompson Jr.
- 6.3.1.1.21 Daneille Thompson
- 6.3.1.1.22 Margarita Nieves
- 6.3.1.1.23 Jessica Ciancaglini
- 6.3.1.1.24 Theresa Rokosz
- 6.3.1.1.25 Peter Rokosz
- 6.3.1.1.26 Bryan McCann
- 6.3.1.1.27 Kelly Happ
- 6.3.1.1.28 Benjamin Happ
- 6.3.1.1.29 Jayme Asermily

APPROVED JOE PYSNACK AS JV BOYS' BASKETBALL COACH

6.3.1.2 Approved Joe Pysnack as JV Boys Basketball Coach at a stipend of \$4,780 for the 2024-2025 season pending NYS Coaching Certification.

APPROVED DAMON NICHOLSON AS VARSITY GIRLS' BASKETBALL COACH

6.3.1.3 To approve Damon Nicholson as Varsity Girls Basketball Coach at a stipend of \$5,330 for the 2024-2025 season pending NYS Coaching Certification.

APPROVED DANIELLE MACINTOSH AS NON-CERTIFIED SUBSTITUTE TEACHER

6.3.1.4 Approved Danielle MacIntosh of Orchard Park, NY as a Non-Certified Substitute Teacher (PreK-6) as needed per diem at a daily rate of \$110 effective October 23, 2024. Once certified the daily rate will increase to \$140.

Moved: Mr. Karlsen Seconded: Mrs. Mastellar

Approved unanimously 6/0.

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 meetings dated:

October 3, 2024 Student Number #67574

October 4, 2024 Student Numbers #67395, #67488, and #67655

October 9, 2024 Student Number #67557

October 15, 2024 Student Number #67272

October 18, 2024 Student Number #67655

7.1.1.2 Approved the placement of the Committee on Preschool Special Education from the meetings dated:

October 3, 2024 Student Number #67593

October 9, 2024 Student Number #67529

7.1.1.3 Approved the placement of the Section 504 Meeting Minutes dated:

October 10, 2024 Student Number #67100

Moved: Mrs. Brewer Seconded: Mrs. Hamelin

Approved unanimously 6/0.

8. BUILDING AND GROUNDS

9. TRANSPORTATION

10. EXECUTIVE SESSION

11. ADJOURNMENT

A motion was offered to adjourn at 6:56pm

Moved: Mrs. Bateman Seconded: Mr. Karlsen

Approved unanimously 6/0.

12. DISTRIBUTIONS

13. NEGOTIATIONS

***Addendum items added**

Respectfully Submitted,

Suzanne Nicholson

District Clerk