

BOE 1/28/25
1.2.1

ROMULUS CENTRAL SCHOOL
ROMULUS, NY 14541
BOARD OF EDUCATION REGULAR MEETING MINUTES
TUESDAY, JANUARY 14, 2025
6:30 PM-BOARD OF EDUCATION CONFERENCE ROOM

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, Daniel Doore-Principal, Stephanie Moll-Assistant Principal, Emma Maskell, Abby Gravitte and Rachel Gillan

1. OPENING AND MINUTES

1.1 Call to Order at 6:33pm 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 Regular Meeting of December 10, 2024.

Moved: Mrs. Bateman Seconded: Mr. Karlsen

Approved unanimously 6/0.

1.3 Resolutions, Other

1.3.1 To act upon the recommendation of the Superintendent to approve the following:

1.3.1.1 Approval of the Agenda with addendum items

Moved: Mrs. Brewer Seconded: Mrs. Wolverton

Approved unanimously 6/0.

1.4 Announcements and Reports

1.4.1 The next regular meeting of the Board of Education on Tuesday, January 28, 2025, at 6:30pm in the Board of Education Conference Room. There will be a Budget Committee meeting at 6:00pm

1.5 Other Items- Capital Project update by Mrs. Hayden as discussed with Brian Barlow. Painting is and floor work is being completed in the Auditorium and the seating should be arriving by February 24th. The revised schedule is still on track. The final punch list items are being completed in the classrooms.

2. INTERSCHOOL ACTIVITIES

*2.1 Romulus Student Forum-

*2.1.1 Abby Gravitte and Rachel Gillan gave an update on the happenings throughout the school over the last two months. The holiday events and give back week were very successful.

2.2 Resolutions

RFEO ART CLUB SUPPLY GRANT APPROVED

*2.2.1 To approve the RFEO Art Club Supply Grant in the amount of \$329 as written by Ms. Shoebridge-Bloom and Mr. Stephen Presutti

Moved: Mr. Wilson Seconded: Mr. Karlsen

Approved unanimously 6/0.

Mrs. Mastellar arrived at 6:50pm

2.3 Other Items

- 2.3.1 2nd Read of Policy #3430 Diversity, Equity, and Inclusion in the District
- 2.3.2 2nd Read of Policy #1110 School District and Board of Education Legal Status and Authority
- 2.3.3 2nd Read of Policy #1120 Board of Education: Qualifications, Numbers and Terms of Office
- 2.3.4 2nd Read of Policy #1210 Board Members: Nomination and Election
- 2.3.5 2nd Read of Policy #1220 Reporting of Expenditures and Contributions
- 2.3.6 2nd Read of Policy #1230 Resignations and Vacancies on the Board
- 2.3.7 2nd Read of Policy #1310 Powers and Duties of the Board
- 2.3.8 2nd Read of Policy #1320 Nomination and Election of Board Officers and Duties of the President and Vice President
- 2.3.9 2nd Read of Policy #1330 Appointments and Designations by the Board
- 2.3.10 2nd Read of Policy #1331 Duties of the District Clerk
- 2.3.11 2nd Read of Policy #1332 Duties of the District Treasurer
- 2.3.12 2nd Read of Policy #1333 Duties of the Tax Collector
- 2.3.13 2nd Read of Policy #1334 Duties of the External (Independent) Auditor
- 2.3.14 2nd Read of Policy #1335 Appointment of the Claims Auditor
- 2.3.15 2nd Read of Policy #1336 Duties of the Extraclassroom Activity Fund Central Treasurer and Faculty Auditor
- 2.3.16 2nd Read of Policy #1337 Duties of School Attorney
- 2.3.17 2nd Read of Policy #1338 Duties of School Physician/Nurse Practitioner
- 2.3.18 2nd Read of Policy #1339 Duties of the Internal Auditor
- 2.3.19 2nd Read of Policy #1410 Policy and Administrative Regulations
- 2.3.20 2nd Read of Policy #1510 Regular Board Meetings and Rules (Quorum and Parliamentary Procedure)
- 2.3.21 2nd Read of Policy #1520 Special Meetings of the Board
- 2.3.22 2nd Read of Policy #1530 Minutes

3. REPORTS TO THE BOARD

3.2 Announcements and Reports

- 3.2.1 President's Report- President Brewer held a discussion regarding the Non-Resident policy and requested the members to comment on continuing with the tuition. All members agreed to keep the amount the same per student and to make sure families know in advance the cost and procedures for non-resident students. Mrs. Brewer reminded the board of the retreat scheduled for February 4th at 6:00pm with Lynne Rutnik.
- 3.2.2 Board Members' Forum- Mrs. Wolverton commented on the work the Policy Committee is doing and requested members to reach out with any questions or concerns.

3.2.3 Superintendent's Report- Mrs. Hayden updated the board regarding the preliminary State Budget issues. Student meals will continue to be offered at no charge, continued funding of the foundation aid/hold harmless and the restriction of electronic devices in school regulations will be forth coming. She reported that the RFP for the School Physician will be distributed next week and the kitchen plumbing work will start on February 17 and will take about 2 weeks to complete. The Building Condition Report is due to State Ed by March 1st. The Royal Recognition program will be initiated with recipients being invited to the BOE meetings to be celebrated.

3.3 Other Items

4. BUSINESS OFFICE REPORTS

4.1 Resolutions

4.1.1 Accepted the Treasurer's Report of November 2024

4.1.2 Accepted the Student Activities Monthly Report for November 2024

4.1.3 Accepted the Quarterly Report (October, November and December 2024) of the Internal Claims Auditor

BUILDING ADMINISTRATOR SUBSTITUTE POSITION CREATED

4.1.4 Authorized the creation of a Building Administrator substitute position as needed per diem at a daily rate of \$200.

BOCES COMMUNICATION SPECIALIST POSITION APPROVED

*4.1.5 Approved the addition of a BOCES Communications Specialist position at a .3 FTE for the remainder for the 2024-2025 school year. (\$18,000 after BOCES Aid for full year)

EXTRA CLASSROOM ACTIVITY FUND EXTERNAL AUDIT REPORT ACCEPTED

*4.1.6 Accepted the External Audit report on the Extra Classroom Activity Funds Financial Report for the year ending June 30, 2024 from Mengel, Metzger, Barr and Co., LLP

EXTRA CLASSROOM ACTIVITY FUND CORRECTIVE ACTION PLAN APPROVED

*4.1.7 Approved the recommendations from the District Treasurer to the Corrective Action Plan Letter in response to the Extra Classroom Activity Fund Audit report written by Mengel, Metzger, Barr and Co., LLP

*4.1.8 Approved the Extra Class Monthly report of December 2024

Moved: Mrs. Bateman Seconded: Mrs. Hamelin

Approved unanimously 7/0.

4.2 Announcements and Reports

4.2.1 Accounts "A" General Fund dated 12/01/24 to 12/31/24;
Warrant No. 42 dated 12/05/24 in the amount of \$206,061.28;
Warrant No. 45 dated 12/12/24 in the amount of \$17,214.29;
Warrant No. 48 dated 12/19/24 in the amount of \$29,842.16.

4.2.2 Accounts "C" Cafeteria Fund dated 12/01/24 to 12/31/24;
Warrant No. 14 dated 12/05/24 in the amount of \$12,294.81;
Warrant No. 15 dated 12/19/24 in the amount of \$9,002.83.

4.2.3 Accounts "F" Federal Funds dated 12/01/24 to 12/31/24;
Warrant No. 16 dated 12/05/24 in the amount of \$5,949.41;
Warrant No. 17 dated 12/12/24 in the amount of \$507.43;

Warrant No. 18 dated 12/19/24 in the amount of \$528.30.

4.2.4 Accounts "H" Capital Funds dated 12/01/24 to 12/31/24;

Warrant No. 12 dated 12/05/24 in the amount of \$969,920.09;

Warrant No. 13 dated 12/12/24 in the amount of \$18,732.89;.

Warrant No. 14 dated 12/19/24 in the amount of \$16,791.35.

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:

JAMI THOMPSON'S CONFERENCE REQUEST APPROVED

6.1.1.1 Approved the overnight conference request of Jami Thompson to attend the NYAAE Conference in Crogan, NY on June 21, 2025 through June 24, 2025 at a cost not to exceed \$700 which includes registration, mileage, accommodations and meals.

BRIANNA JONES APPOINTED AS SPECIAL EDUCATION TEACHER

6.1.1.2 Appointed Brianna Jones of Seneca Falls, NY as Special Education Teacher effective January 21, 2025, who holds a New York certification that will permit her to teach as a Special Education Teacher in the public schools of New York State to a full-time probationary position commencing on January 21, 2025 and ending on January 20, 2029. Tenure is subject to the provisions in the revised NY School Law 3020 effective July 1, 2015. Ms. Brianna Jones will have a starting salary of \$50,000 with all rights and benefits as per the RFA negotiated contract.

Moved: Mrs. Brewer Seconded: Mrs. Wolverton

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 personnel issues:

EDWARD OLDFIELD'S RESIGNATION AS SENIOR BUILDING MAINTENANCE MECHANIC ACCEPTED

6.2.1.1 Accepted the resignation of Edward Oldfield as Senior Building Maintenance Mechanic effective January 9, 2025.

SALLY ROLOSON'S RETIREMENT RESIGNATION AS SCHOOL BUS DRIVER ACCEPTED

6.2.1.2 Accepted the retirement resignation of Sally Roloson as School Bus Driver effective June 30, 2025. She is eligible for the retirement rights and benefits as listed in the CSEA contract.

MEDICAL LEAVE OF ABSENCE OF ERIC SLOUGHTER EXTENDED

6.2.1.3 Extended the medical Leave of Absence of Eric Slougher through January 21, 2025 as directed by his physician.

APPOINTED CHRISTINE LICHAK AS ASSISTANT TO THE DATA COORDINATOR

6.2.1.4 Appointed Christine Lichak as Assistant to the Data Coordinator for the remainder of the 2024-2025 school year at a pro-rated stipend of \$2,500 effective January 15, 2025.

MEDICAL LEAVE OF ABSENCE OF RICHARD GOODLIFF EXTENDED

6.2.1.5 Extended the medical Leave of Absence of Richard Goodliff until further notice as directed by his physician.

Moved: Mr. Wilson Seconded: Mrs. Mastellar

Discussion: Mr. Ninestine wanted to make sure he acknowledged Sally's good nature and quality service to the district. The Board appreciated her work and congratulates her on her retirement. They also thanked Edward Oldfield for his service to the district and wished him well in his new job.

Approved unanimously 7/0.

6.3 Resolutions, Other

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

SCHOOL VOLUNTEERS APPROVED

6.3.1.1 Approved the following as school volunteers:

6.3.1.1.1 Brooke Cool

6.3.1.1.2 Jason Stekl

6.3.1.1.3 Mary Thomas-Madonna

PT EVALUATORS APPROVED

6.3.1.2 Approved Elizabeth Rhinehart as Physical Therapist to provide PT Evaluations for our pre-school students as needed at an amount of \$250 per evaluation for the 2024-2025 school year.

OT EVALUATOR APPROVED

6.3.1.3 Approved Betsy Brown as Occupational Therapist to provide OT Evaluations for our pre-school students as needed at an amount of \$250 per evaluation for the 2024-2025 school year.

JESSICA THOMPSON APPOINTED AS ASSISTANT GIRLS' BASKETBALL COACH

6.3.1.4 Appointed Jessica Thompson as the Assistant Girls' Basketball Coach for the 2024-2025 season at a stipend of \$4,112.

Moved: Mr. Karlsen Seconded: Mrs. Mastellar

Approved unanimously 7/0.

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:

December 6, 2024 (Student Number #67293)

December 9, 2024 (Student Number #67276)

December 12, 2024 (Student Number #67194)

December 16, 2024 (Student Number #06849)

December 18, 2024 (Student Numbers #67437, #67309 and #67139)

December 19, 2024 (Student Numbers #66938 and #66762)

January 7, 2025 (Student Numbers #06786 and #06602)

January 8, 2025 (Student Number #67557)

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

December 17, 2024 (Student Number #67526)

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

December 9, 2024 (Student Number #67556)

December 11, 2024 (Student Numbers #67721 and #06770)

December 16, 2024 (Student Numbers #67302 and #06781)

Moved: Mrs. Brewer Seconded: Mrs. Bateman

Approved unanimously 7/0.

8. BUILDING AND GROUNDS

9. TRANSPORTATION

10. EXECUTIVE SESSION

11. ADJOURNMENT

A motion was offered to adjourn at 7:34pm

Moved: Mr. Wilson Seconded: Mr. Karlsen

Approved unanimously 7/0.

12. DISTRIBUTIONS

13. NEGOTIATIONS

Respectfully submitted,

Suzanne Nicholson

District Clerk