

ROMULUS CENTRAL SCHOOL
ROMULUS, NY 14541
BOARD OF EDUCATION REGULAR MEETING MINUTES
TUESDAY, JANUARY 28, 2025
6:00 PM-BUDGET COMMITTEE MEETING
6:30 PM-BOARD OF EDUCATION CONFERENCE ROOM

Budget Committee met at 6:00pm to review the budget process with the School District Treasurer Ed Ninestine. Mr. Ninestine has begun meeting with each department to look at needs for the upcoming year. He distributed what the current tax cap calculations are at this time. The committee will meet before each of the BOE meetings to review the progress. The following were in attendance: Tenneille Brewer, Rachelle Bateman, Linda Mastellar, Tom Wilson, Jennifer Hayden, Ed Ninestine and Suzanne Nicholson. (Gentry Brooks, Joelene Chiarilli, Carlene, Vince and Adrianna arrived during this committee meeting.) The next budget committee meeting will be prior to our next BOE meeting on February 11, 2025

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

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, Stephanie Moll-Assistant Principal, Carlene, Vince and Adrianna Augustine, Joelene Chiarilli, Gentry Brooks, Brian Barlow-Tamco and Ross from Iverson Construction.

ABSENT: Kimberly Wolverton

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 Regular Meeting of January 14, 2025.

Moved: Mrs. Mastellar 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

Moved: Mrs. Brewer Seconded: Mrs. Bateman

Approved unanimously 6/0.

1.4 Announcements and Reports



1.4.1 The next regular meeting of the Board of Education on Tuesday, February 11, 2025, at 6:30pm in the Board of Education Conference Room. There will also be a Budget Committee meeting at 6:00pm prior to the regular meeting.

1.5 Other Items-

ROYAL RECOGNITION

1.5.1 Royal Recognition Recipient – Carlene Augustine- Mrs. Augustine was nominated by Ms. Beth Huff for her dedication and motivation to the students of Romulus.

1.5.2 Capital Project update from Tamco on the progress being made in the auditorium, classrooms and kitchen work all maintaining original timelines. The seating is still on schedule for February 24th even with the epoxy contractor issue. The kitchen work will be done over February break and the contractor will have 6 workers on site.

2. INTERSCHOOL ACTIVITIES

2.1 Romulus Student Forum

2.2 Resolutions

2.2.1 Adopted the following revised policies

POLICIES ADOPTED AS REVISED

2.2.1.1 To adopt the revisions of Policy #3430 Diversity, Equity, and Inclusion in the District Tabled to 2/14/25 meeting

2.2.1.2 Adopted the revisions of Policy #1110 School District and Board of Education Legal Status and Authority

2.2.1.3 Adopted the revisions of Policy #1120 Board of Education: Qualifications, Numbers and Terms of Office

2.2.1.4 Adopted the revisions of Policy #1210 Board Members: Nomination and Election

2.2.1.5 Adopted the revisions of Policy #1220 Reporting of Expenditures and Contributions

2.2.1.6 Adopted the revisions of Policy #1230 Resignations and Vacancies on the Board

2.2.1.7 Adopted the revisions of Policy #1310 Powers and Duties of the Board

2.2.1.8 Adopted the revisions of Policy #1320 Nomination and Election of Board Officers and Duties of the President and Vice President

2.2.1.9 Adopted the revisions of Policy #1330 Appointments and Designations by the Board

2.2.1.10 Adopted the revisions of Policy #1331 Duties of the District Clerk

2.2.1.11 Adopted the revisions of Policy #1332 Duties of the District Treasurer

2.2.1.12 Adopted the revisions of Policy #1333 Duties of the Tax Collector

2.2.1.13 Adopted the revisions of Policy #1334 Duties of the External (Independent) Auditor

2.2.1.14 Adopted the revisions of Policy #1335 Appointment of the Claims Auditor

2.3.1.15 Adopted the revisions of Policy #1336 Duties of the Extraclassroom Activity Fund Central Treasurer and Faculty Auditor

2.2.1.16 Adopted the revisions of Policy #1337 Duties of School Attorney

2.2.1.17 Adopted the revisions of Policy #1338 Duties of School Physician/Nurse Practitioner

2.2.1.18 Adopted the revisions of Policy #1339 Duties of the Internal Auditor

2.2.1.19 Adopted the revisions of Policy #1410 Policy and Administrative Regulations



2.2.1.20 Adopted the revisions of Policy #1510 Regular Board Meetings and Rules (Quorum and Parliamentary Procedure)

2.2.1.21 Adopted the revisions of Policy #1520 Special Meetings of the Board

2.2.1.22 Adopted the revisions of Policy #1530 Minutes

Moved: Mr. Wilson Seconded: Mrs. Hamelin

Approved unanimously 6/0.

2.2.2 1st Read for the following policies

2.2.2.1 1st Read of Policy #1540 Executive Sessions

2.2.2.2 1st Read of Policy #1610 Annual District Meeting and election/Budget Vote

2.2.2.3 1st Read of Policy #1611 Business of the Annual District Election

2.2.2.4 1st Read of Policy #1620 Annual Organizational Meeting

2.2.2.5 1st Read of Policy #1630 Legal Qualifications of Voters at District Meetings

2.2.2.6 1st Read of Policy #1640 Absentee, Military, and Early Mail Ballots

2.2.2.7 1st Read of Policy #1650 Submission of Questions and Propositions at the Annual Meeting and election and Special District Meetings

2.3 Other Items

SHARED DECISION-MAKING COMMITTEE PRESENTATION

2.3.1 Shared Decision-Making Presentation by Dan Doore

2.3.2 ~~To adopt the Shared Decision-Making Committee Plan~~ (Tabled to 2/11/2025)

3. REPORTS TO THE BOARD

3.2 Announcements and Reports

3.2.1 President's Report- President Brewer attended the Legislative Breakfast with Superintendent Hayden and Mr. Ninestine which was very informative and interesting to see the views and focus of the legislators and school organizations. She reminded the Board of the upcoming BOE retreat with Superintendent Rutnik. She requested all members to make sure they can log into SuperEval so we can proceed with the Superintendent's evaluation and goal setting evidence.

3.2.2 Board Members' Forum

3.2.3 Superintendent's Report- Mrs. Hayden reported on the current Federal Funds pause due to the Executive Orders signed by the President and the impact it would have on the district. More information will be forthcoming. The State mandate for no personal devices with internet capabilities on school grounds during school day will require a policy to be developed and will need a plan to implement the mandate. She also noted that a few of our staff members were selected to serve as WFL Literacy Leaders (Jennifer Bartlett-Prati, Amanda Pundt and Tara Davis).

3.3 Other Items

4. BUSINESS OFFICE REPORTS

4.1 Resolutions

IRS MILEAGE REIMBURSEMENT RATE APPROVED

4.1.1 Approved the mileage reimbursement IRS Rate for \$.70 per mile effective January 1, 2025.

SINGLE AUDIT REPORT ACCEPTED



4.1.2 Accepted the Single Audit Report for the year ending June 30, 2024 from Mengel, Metzger, Barr and Co., LLP

Moved: Mrs. Bateman Seconded: Mr. Karlsen

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:

JENNIFER HAYDEN'S CONFERENCE REQUEST APPROVED

6.1.1.1 Approved the overnight conference request of Jennifer Hayden to attend the Winter Institute and Lobby Day Conference in Albany, NY on March 2 through March 4, 2025 at a cost not to exceed \$2,500 which includes registration, mileage, accommodations and meals.

CARLENE AUGUSTINE APPROVED AS MENTOR-PEER LEADER

6.1.1.2 Approved Carlene Augustine as Mentor-Peer Leader at a stipend of \$350 for the 2024-2025 school year.

Moved: Mrs. Brewer Seconded: Mrs. Hamelin

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:

JOELENE CHIARILLI APPOINTED AS TEACHER AIDE

6.2.1.1 Appointed Joeline Chiarilli of Geneva, NY as Teacher Aide effective January 29, 2025. This probationary one-year appointment of Teacher Aide beginning January 29, 2025 and ending on January 28, 2026. This 10-month position will carry a salary of \$15.50 up to 6.5 hours per day for the 2024/2025 school year pending fingerprint clearance. She is eligible for all rights and benefits under the CSEA negotiated contract.

CHRISTINIA GOODLIFF APPOINTED AS COOK/MANAGER – RESIGNED AS FOOD SERVICE HELPER

6.2.1.2 Accepted the resignation of Christinia Goodliff as Food Service Helper effective January 28, 2025 and appoint her to the Cook/Manager position effective January 29, 2025. This probationary one-year appointment of Cook/Manager beginning January 29, 2025 and ending on January 28, 2026. This 10-month position will carry a salary of \$23.50 up to 8 hours per day for the 2024/2025 school year. She is eligible to continue all rights and benefits under the CSEA negotiated contract.

Moved: Mr. Wilson Seconded: Mrs. Hamelin

Approved unanimously 6/0.

6.3 Resolutions, Other

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

CLASSROOM VOLUNTEER APPROVED



6.3.1.1 Approved the following as school volunteers:

6.3.1.1.1 Paige Salmon

GIAVANNA CONSOLIE APPROVED AS SUBSTITUTE TEACHER

6.3.1.2 Approved Giavanna Consolie as an Elementary Substitute Teacher (PreK-5) as needed per diem effective January 29, 2025 at a daily rate of \$120 pending fingerprint clearance.

MICHAEL GILL JR. APPROVED AS SUBSTITUTE TEACHER

6.3.1.3 Approved Michael Gill Jr. as an Elementary Substitute Teacher (PreK-5) as needed per diem effective January 29, 2025 at a daily rate of \$120 pending fingerprint clearance.

LORI BENNETT APPROVED AS SUBSTITUTE FOOD SERVICE HELPER

6.3.1.4 Approved Lori Bennett as a Substitute Food Service Helper as needed per diem effective January 29, 2025 at an hourly rate of \$17.75 pending fingerprint clearance.

Moved: Mr. Wilson Seconded: Mr. Karlsen

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:

January 7, 2025 (Student Number #67577)

January 10, 2025 (Student Number #67332)

January 13, 2025 (Student Numbers #67467 and #67048)

January 14, 2025 (Student Number #67673)

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

January 14, 2025 (Student Number #67672)

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

January 14, 2025 (Student Number #06685)

January 21, 2025 (Student Number #67317)

Moved: Mrs. Brewer Seconded: Mr. Wilson

8. BUILDING AND GROUNDS

9. TRANSPORTATION

10. EXECUTIVE SESSION if needed

11. ADJOURNMENT

A motion was offered to adjourn at 7:28pm

Moved: Mr. Wilson Seconded: Mr. Karlsen

Approved unanimously 6/0.

12. DISTRIBUTIONS

13. NEGOTIATIONS

Respectively Submitted,

Suzanne Nicholson, District Clerk

