

Date: August 12, 2025
Where Held: School Library/Media Room
Members Present: V. Nolan, J. Wratten,
D. Brean, C. Grey
Others Present:
Ronald Pavlus, Superintendent
Colleen Rutherford, Principal
Tiffany Lopesz, Business Manager
Christa Case, District Clerk
BCS Staff and Community Members

Type of Meeting: Regular Meeting
Presiding Officer: V. Nolan
Members Absent: B. Whitacre

I. PLEDGE OF ALLEGIANCE & CALL TO ORDER

Following the pledge, the August 12, 2025 Regular Meeting of the Board of Education was called to order at 7:05 p.m. by Board Vice-President, V. Nolan.

II: PUBLIC HEARING

- 1) District-wide School Safety Plan
- 2) Student Use of Internet Enabled Devices Policy
Presentation by Mr. Pavlus
Questions were taken
- 3) Special Patrol Officer Agreement

III. CONSENT AGENDA

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education approves the Consent Agenda consisting of Approval of: Extracurricular Clubs Quarterly Report dated June 30, 2025; Extracurricular Clubs Year End Report dated June 30, 2025; Minutes dated July 8, 2025 Reorganizational Meeting, July 16, 2025 Special Meeting; Treasurer's Report dated May 31, 2025; Warrants: General Fund – Warrant #76 dated April 30, 2025 in the amount of \$233,215.70, Warrant #80 dated May 31, 2025 in the amount of \$261,051.10, Warrant #81 dated May 1, 2025 in the amount of \$25,934.74, Warrant #82 dated May 2, 2025 in the amount of \$148.40, Warrant #83 dated May 9, 2025 in the amount of \$110,177.12, Warrant #93 dated June 20, 2025 in the amount of \$96,978.35, Warrant #95 dated June 18, 2025 in the amount of \$40,370.06, Warrant #96 dated June 26, 2025 in the amount of \$18,757.47, Warrant #97 dated June 30, 2025 in the amount of \$21,254.91, Warrant #2 dated July 3, 2025 in the amount of \$47,231.48, Warrant #4 dated July 2, 2025 in the amount of \$53,424.00, Warrant #5 dated July 3, 2025 in the amount of \$1,000.00, Warrant #6 dated July 18, 2025 in the amount of \$42,669.54, Warrant #8 dated July 21, 2025 in the amount of \$17,933.31; Cafeteria Fund - Warrant #15 dated May 1, 2025 in the amount of \$615.03, Warrant #17 dated June 18, 2025 in the amount of \$64.50, Warrant #18 dated June 26, 2025 in the amount of \$1,820.00, Warrant #1 dated July 21, 2025 in the amount of \$49.45; Capital Fund - Warrant #1 dated May 1, 2025 in the amount of \$646.63, Warrant #2 dated June 18, 2025 in the amount of \$30,059.17, Warrant #3 dated June 30, 2025 in the amount of \$30,255.17; Scholarship Fund – Warrant #1 dated June 20, 2025 in the amount of \$7,645.00, as presented

Motion carried: 4-0

IV. COMMUNICATIONS, REPORTS, ANNOUNCEMENTS

A. Additions/Amendments to the Agenda

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education approves the Agenda for the August 12, 2025, as amended.

Discussion: Add Executive Session to discuss contract negotiations.

Motion carried: 4-0

B. Board President Communications: Absent

C. Principal Communications:

- Mrs. Rutherford discussed topics covered at the staff professional development event held at Tailwater Conference Center: Complicated people (Book), Attendance, Cell Phone Policy
- 22 students participated in this year's Summer Enrichment Program
- BCS students' NYS 3-8 Math and ELA test scores have improved. Opt-outs have decreased significantly

D. District Clerk Communications: None

E. Business Communications:

- Ms. Lopesz reviewed the Tax Levy Warrant and June 2025 Treasurer's Report
- Updates on the capital project were given. Work will begin in 2026

F. Superintendent Communications:

- The athletic director, Sarah Abrams gave an update on fall sports. All soccer teams are full except Boys Modified Soccer. The students who were signed up for the Boys Modified Soccer will participate in a skills and drills practice with the Varsity team.

V. OLD BUSINESS: None

VI. NEW BUSINESS:

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Colleen Rutherford, Principal

Tiffany Lopesz, Business Manager

Christa Case, District Clerk

BCS Staff and Community Members

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A. Approval of Tax Levy Warrant

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon recommendation of the Superintendent, approves the resolution to confirm tax rolls and authorize tax levy as presented:

WHERE, the Board of Education has been authorized by the voters at the Annual School Meeting to raise for the current budget of the 2025-2026 school year a sum not to exceed \$1,687,581.00; THEREFORE BE IT RESOLVED, that the Board fix the equalized rates by town and confirm the extensions of the taxes as they appear on the following described Tax Roll: AND BE IT HEREBY DIRECTED, that the tax warrant of this board, duly signed, shall be affixed to the above described tax rolls authorizing the collection of said taxes to begin September 1, 2025, and end October 31, 2025 giving the tax warrant an effective period of 61 days at the expiration of which time the tax collector shall make an accounting in writing to the board; AND IT IS FURTHER DIRECTED, that the delinquent tax penalties shall be fixed as follows: 1st month free, 2nd month interest of 2% added, 3rd month or fraction thereof, interest of 2% added.

Motion carried: 4-0

B. Personnel: Appointment of Long-Term Substitute Library/Media Specialist

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon recommendation of the Superintendent, approves the appointment of Mrs. Shelley Elliott to the position of Long-Term Substitute Library/Media Specialist for the 2025-2026 school year, effective September 1, 2025. Salary for this position is \$48,334.58 for the 2025-2026 school year.

Discussion: Mr. Pavlus shared that this is an annual resolution – the position is posted every year and no applications were received.

Motion carried: 4-0

C. Approval of Agreement – Contract for Cooperative Educational Services

Motion was made by D. Brean, seconded by J. Wratten, that the Agreement made this 1st day of July, 2025 by and between the Oneida Herkimer Madison BOCES, party of the first part and Brookfield Central School District, party of the second part. WITNESSETH, that whereas party of the first part has been duly authorized to provide the approved Services and has been authorized to enter into agreements with boards of education and school trustees, under the provisions of sections 1950-51 of Education Law. NOW THEREFORE, the said party of the first part hereby agrees to provide to the party of the second part the following services during the 2025-2026 school year at the indicated cost of \$2,036,664.75.

Motion carried: 4-0

D. Personnel: Appointment of Long-term Substitute Special Education Teacher (Uncertified)

Motion was made by D. Brean, seconded by J. Wratten, that Board of Education, upon the recommendation of the Superintendent, approves the appointment of Maria Peavey, to the position of Long-term Substitute Special Education Teacher (Uncertified), effective August 12, 2025 through June 30, 2026. Salary for this position is \$200 per day.

Motion carried: 4-0

E. Personnel: Appointment of Long-term Substitute Special Education Teacher (Uncertified)

Motion was made by D. Brean, seconded by J. Wratten, that Board of Education, upon the recommendation of the Superintendent, approves the appointment of Karen Witter, to the position of Long-term Substitute Special Education Teacher (Uncertified), effective August 12, 2025 through June 30, 2026. Salary for this position is \$200 per day.

Motion carried: 4-0

Motion to table resolution **F. Personnel: Appointment of Long-term Substitute Elementary Teacher (Uncertified)** was made by D. Brean, seconded by J. Wratten.

Motion carried: 4-0

G. Personnel: Appointment of Mentors

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education upon the recommendation of the Superintendent, approves the appointment of the following teachers to provide instructional support services: mentoring per NYS Education Regulations for the 2025-2026 school year:

Danine Perry, Certified Special Education Teacher – *Maria Peavey*, Long-term Substitute Special Education Teacher

Danine Perry, Certified Special Education Teacher – *Karen Witter*, Long-term Substitute Special Education Teacher

Colleen Peavey, Certified Business Education Teacher – *Rachelann Copland*, Long-term Substitute High School English Teacher

Robert Reeder, Certified Physics Teacher – *Travis Huther*, High School English Teacher

Stipend for this service is per the BTA contract.

Motion carried: 4-0

H. Personnel: Appointment of Substitutes

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following substitutes for the 2025-2026 school year, as per attached list.

Motion carried: 4-0

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Tiffany Lopesz, Business Manager
Christa Case, District Clerk
BCS Staff and Community Members

Type of Meeting: Regular Meeting
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Members Absent: B. Whitacre

I. Approval of: 1st Reading – Policy #7020– Student Use of Internet Enabled Devices

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the 1st Reading of Policy #7020 – Student Use of Internet Enabled Devices, as attached.

Motion carried: 4-0

J. Resolution Approving Agreement with Madison County for Special Patrol Officer Services

Motion was made by D. Brean, seconded by J. Wratten,

WHEREAS, the District is authorized to provide for the safety and protection of District students, staff and property under the terms of Education Law §1709(1), (13), and (33); and

WHEREAS, Article 5-G of the New York State’s General Municipal Law provides the authority for the District and the Madison County (the “County”) to enter into agreements for the performance between themselves, or one for the other, of their respective functions, powers and duties on a cooperative contract basis; and

WHEREAS, the Board of Education of the District wishes to enter into an intermunicipal agreement with the County to obtain Special Patrol Officers (“SPOs”) for the 2025-26 school year; and

WHEREAS, the Board of Education has had the opportunity to review the proposed agreement for said services;

NOW, THEREFORE, the Board of Education of the Brookfield Central School District resolves as follows:

1. The Board of Education hereby approves the intermunicipal agreement between the District and County for Special Patrol Officer services for the 2025-26 school year.
2. The Board authorizes the Superintendent of Schools to execute the intermunicipal agreement in the form approved by legal counsel.
3. This Resolution is effective immediately.

Motion carried: 4-0

K. Personnel: Approval of Appointment of Tenure

Motion was made by D. Brean, seconded by J. Wratten,

WHEREAS, Danine Perry, Teacher, Special Education, is recommended by the Superintendent of Brookfield Central School for tenure; THEREFORE BE IT RESOLVED, that the Board of Education hereby grants tenure status to Danine Perry in the tenure area of Special Education, in accordance with NYS Education Law and the Brookfield Teachers’ Association Contract, effective September 1, 2025.

Motion carried: 5-0

L. Personnel: Appointment of Response to Intervention (RTI) Coordinator

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of Sarah Viscomi to the position of Response to Intervention (RTI) Coordinator for the 2025-2026 school year, effective September 1, 2025. Stipend for this position is \$5,000 for the 2025-2026 school year.

Discussion: Mr. Pavlus added that Sarah has a special education background

Motion carried: 4-0

Motion to table resolution M. Personnel: Appointment of Committee on Special Education Chairperson was made by D. Brean, seconded by J. Wratten.

Motion carried: 4-0

N. Personnel: Approval of Employment Agreement – Business Manager/District Treasurer

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the Employment Agreement between Tiffany Lopesz, Business Manager/District Treasurer and Brookfield Central School District, effective July 1, 2025, as attached.

Motion carried: 4-0

O. Approval of: District-wide Safety Plan

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the superintendent, approves the District-wide Safety Plan for the 2025-2026 school year, as attached.

Discussion: Annual resolution

Motion carried: 4-0

VII. Executive Session

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education enters Executive Session at 8:07 p.m. for the purpose of discussing contract negotiations. The Superintendent, Ronald Pavlus, the principal, Colleen Rutherford, and the Business Manager, Tiffany Lopesz were invited to attend Executive Session.

Motion carried: 4-0

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Members Absent: B. Whitacre

School Board Vice-President, V. Nolan appointed T. Lopesz as Clerk Pro Tem in the absence of the District Clerk.

Board Member, D. Brean moved, seconded by Board Member, J. Wratten that the Board returns to open session at 10:25 p.m.

M. Personnel: Appointment of Committee on Special Education Chairperson

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of Mary Lourdes Tangorra to the position of Committee on Special Education Chairperson for the 2025-2026 school year. Salary for this position is \$91.67 per hour.

Discussion: work week 9-2, BOCES aidable

Motion carried: 4-0

VIII. Adjournment

Motion was made by School Board Member, D. Brean, seconded by J. Wratten, that the Board adjourn the August 12, 2025 meeting at 10:26 p.m.

Motion carried: 4-0