

Date: August 13, 2024
Where Held: School Cafeteria
Members Present: D. Brean, S. Karn, B. Whitacre, V. Nolan, J. Wratten (7:20)
Others Present:
Ronald Pavlus, Superintendent
Colleen Rutherford, Interim Principal
Christa Case, District Clerk
Sarah Abrams, Teaching Assistant/Athletic Director
Julia Wick, School Counselor (Guidance)
Ken Plows, Director of Building and Grounds
Community Members

Type of Meeting: Regular Meeting
Presiding Officer: B. Whitacre
Members Absent: 0

I. CALL TO ORDER

The August 13, 2024 Regular Meeting of the Board of Education was called to order at 7:06 p.m. by Board President, B. Whitacre.

II. CONSENT AGENDA

Motion was made by S. Karn, seconded by D. Brean, that the Board of Education approves the Consent Agenda consisting of Approval of: Extracurricular Clubs Year End Report dated June 30, 2024; Warrants: General Fund: Warrant #53 dated January 31, 2024 in the amount of \$322,620.25, Warrant #70 dated March 15, 2024 in the amount of \$32,590.46, Warrant #77 dated April 30, 2024 in the amount of \$269,097.20, Warrant #81 dated May 31, 2024 in the amount of \$331,963.30, Warrant #84 dated May 9, 2024 in the amount of \$11,2027.96, Warrant #86 dated May 24, 2024 in the amount of \$120,638.81, Warrant #88 dated June 30, 2024 in the amount of \$173,739.71, Warrant #89 dated June 6, 2024 in the amount of \$19,681.53, Warrant #90 dated June 7, 2024 in the amount of \$353,348.76, Warrant #92 dated June 20, 2024 in the amount of \$37,870.92, Warrant #93 dated June 21, 2024 in the amount of \$121,054.21, Warrant #95 dated June 28, 2024 in the amount of \$17,542.61, Warrant #96 dated June 30, 2024 in the amount of \$164,107.77, Warrant #2 dated July 5, 2024 in the amount of \$46,984.00, Warrant #4 dated July 5, 2024 in the amount of \$599.17, Warrant #7 dated July 26, 2024 in the amount of \$72,634.51; Cafeteria Fund: Warrant #18 dated June 6, 2024 in the amount of \$49.50, Warrant #19 dated June 28, 2024 in the amount of \$7,145.00.

Motion carried: 4-0

III. COMMUNICATIONS, REPORTS, ANNOUNCEMENTS

A. Additions/Amendments to the Agenda

Motion was made by S. Karn, seconded by D. Brean, that the Board of Education approves the Agenda for the August 13, 2024, as amended.

Discussion: Add Executive Session to discuss matters relating to a particular employee.

Motion carried: 4-0

B. Board President Communications: None

C. Principal Communications:

-Mrs. Rutherford shared that BCS will be adding 11 college credit courses as well as American Sign Language courses. The FFA program at BCS will be expanding. The BCS course catalogue has been updated.

D. District Clerk Communications: None

E. Business Communications: Absent

F. Superintendent Communications:

-Mr. Pavlus reported that new rules with regards to cell phones will be coming from the Governor. The Board and administration discussed the current cell phone policy.

-Mr. Plows shared updates on buildings and grounds.

-Mrs. Abrams gave updates on the Sports Department. Numbers for sports teams are looking good, but BCS is still looking for a Boys Modified Soccer Coach.

IV. NEW BUSINESS:

A. Approval of Tax Levy Warrant

Motion was made by S. Karn, seconded by D. Brean, 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 2024-2025 school year a sum not to exceed \$1,705,215; 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, 2024, and end October 31, 2024 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: 5-0

B. Personnel: Appointment of Fall Soccer Coaches

Motion was made by S. Karn, seconded by D. Brean, that the Board of Education, upon recommendation of the Superintendent approves the appointment of the Fall soccer coaches as follows for the 2024 Fall soccer season effective July 1, 2024. Such appointments are contingent upon each employee obtaining all necessary clearance set forth by the Commissioner of Education prior to the first day of practice: Kevin Abrams – Boys Varsity Soccer, Ken Plows – Girls Varsity Soccer Juliet Abrams – Girls Modified Soccer

Motion carried: 5-0

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C. Personnel: Appointment of Music Teacher

Motion was made by S. Karn, seconded by D. Brean, that the Board of Education, pursuant to Section 2509 of the Education Law upon the recommendation of the Superintendent and in compliance with Part 30.3 of the Rules of the Board of Regents, hereby appoints Tyler Rifenburg to the position of Music Teacher in the special subject tenure area of Music for a probationary period of four years, to commence on September 1, 2024, and to expire on June 30, 2028 (unless extended in accordance with the law). This expiration date is tentative and conditional only. Except to the extent required by the applicable provision of Section 3012³ of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time. Tyler holds NYS Initial Certification in Music. Salary for this position is \$48,000 for the 2024-2025 school year.

Motion carried: 5-0

D. Personnel: Appointment of – Special Education Teacher

Motion was made by S. Karn, seconded by D. Brean, that the Board of Education, pursuant to Section 2509 of the Education Law upon the recommendation of the Superintendent and in compliance with Part 30.3 of the Rules of the Board of Regents, hereby appoints Olivia Brink to the position of Special Education Teacher in the tenure area of Special Education for a probationary period of four years, to commence on September 1, 2024, and to expire on June 30, 2028 (unless extended in accordance with the law). This expiration date is tentative and conditional only. Except to the extent required by the applicable provision of Section 3012³ of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time. Salary for this position is \$54,000 for the 2024-2025 school year.

Motion carried: 5-0

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

Motion was made by S. Karn, seconded by D. Brean, 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 2024-2025 school year, effective September 1, 2024. Salary for this position is \$48,334.59 for the 2024-2025 school year.

Motion carried: 5-0

F. Personnel: Appointment of School Bus Driver

Motion was made by S. Karn, seconded by D. Brean, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of Joshua Hafelin to the position of School Bus Driver, effective September 1, 2024. Salary for this position is \$20.00 per hour.

Motion carried: 5-0

G. Approval of: Professional Development Plan 2024-2025

Motion was made by S. Karn, seconded by D. Brean, that the board of Education, upon the recommendation of the Superintendent, approves the Professional Development Plan for the 2024-2025 school year, as attached.

Motion carried: 5-0

H. Approval of: Contract for Rental of Facilities Agreement – Summer School Driver Education

Motion was made by S. Karn, seconded by D. Brean, that the Board of Education of Brookfield Central School District, (party of the first part), County of Madison, and the Board of Cooperative Education Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, hereby agrees to provide to the party of the second part the following facilities during the 2024-2025 school year at the indicated cost:

Facility: 1 classroom	Size: 770 sq. ft.	Period of time: 07/08/2024-08/20/2024	Rental: \$435 (each)
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for **Summer School – Driver Education** – and party of the second part hereby agrees to pay the total contract cost to the party of the first part by September 1, 2024.

Motion carried: 5-0

I. Approval of: Agreement – Ancillary Services for Driver Education 2024-2025

Motion was made by S. Karn, seconded by D. Brean, that the Board of Education approve the Agreement between the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties and Brookfield Central School District to provide for payment to said school district the amount of \$300 (three hundred dollars per classroom) for space leased by BOCES for a driver education summer school class from July 8, 2024 – August 20, 2024. Such payment to be made on or before September 1, 2024 to cover ancillary services being provided by the school district for the pupils in such BOCES classes.

Motion carried: 5-0

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J. Approval of: Notice of Special Meeting

Motion was made by S. Karn, seconded by D. Brean, that the Board of Education, upon recommendation of the Superintendent, approves the Notice of Special District Meeting as presented:

NOTICE OF SPECIAL MEETING OF THE QUALIFIED VOTERS OF
BROOKFIELD CENTRAL SCHOOL DISTRICT

NOTICE IS HEREBY GIVEN that a special meeting of the qualified voters of the Brookfield Central School District shall be held at the Brookfield Central School building in said District, on Tuesday, October 16, 2024, between the hours of 12:00 Noon and 8:00 P.M. The following proposition will be submitted for voter approval at said meeting:

PROPOSITION

Shall the following resolution be adopted to wit:

Resolved that the Board of Education of the Brookfield Central School District is hereby authorized to undertake certain capital improvements consisting of addition to, and construction and reconstruction of, the existing Bus Garage and reconstruction of the existing Main School Building and facilities, site improvements and the acquisition of certain original furnishings, equipment, and apparatus and other incidental improvements required in connection therewith for such construction and school use, all at an estimated maximum aggregate cost of \$5,290,000; and to appropriate and expend \$200,000 of available current funds for such project costs, and that the balance of such cost, or so much thereof as may be necessary, shall be raised by the levy of a tax to be collected in annual installments, with such tax to be offset by state aid available therefor; and, in anticipation of such tax, debt obligations of the school district as may be necessary not to exceed \$5,090,000 shall be issued.

The School District, acting as lead agency under the State Environmental Quality Review Act and the applicable regulations promulgated thereunder ("SEQRA"), has completed its environmental review and, on March 13, 2024, has duly issued a negative declaration and has determined that the implementation of the type I action as proposed will not result in any significant adverse environmental impacts.

AND NOTICE IS GIVEN that qualified military voters may apply for a military ballot by requesting an application from the District Clerk at (315) 899-3323 Ext. 264 or ccase@brookfieldcsd.org. For a military voter to be issued a military ballot, the District Clerk must have received a valid ballot application no later than 5:00 PM on September 20, 2024. In a request for a military ballot application or ballot, the military voter may indicate their preference for receiving the application or ballot by mail, facsimile transmission or email.

AND NOTICE IS GIVEN, that applications for early mail and absentee ballots shall be obtainable during school business hours from the District Clerk; completed applications must be received by the District Clerk at least seven (7) days before the vote and election if the ballot is to be mailed to the voter, or the day before the vote and election if the ballot is to be delivered personally to the voter. Early mail and absentee ballots must be received by the District Clerk not later than 5:00 PM on October 16, 2024.

A list of persons to whom early mail, absentee and military ballots are issued will be available for inspection to qualified voters of the District in the office of the District Clerk on and after October 2, 2024, between the hours of 8:00 AM and 4:00 PM on weekdays prior to the Election; and on October 16, 2024, the day set for the Election, said list will be posted at the polling place.

The District Clerk is authorized to amend or modify this notice to comply with applicable legal requirements.

Motion carried: 5-0

K. Approval of Non-Resident Student

Motion was made by S. Karn, seconded by D. Brean, that the Board of Education, upon recommendation of the Superintendent, approves the following student to be permitted to attend Brookfield Central School for the 2024-2025 school year, tuition waived and transportation the responsibility of the parents, student information attached:

Female – Grade 7

Motion carried: 5-0

L. Approval of the Special Education District Plan 2023-2024

Motion was made by S. Karn, seconded by D. Brean, that the Board of Education, upon the recommendation of the Superintendent, approves the Special Education District Plan for the 2023-2024 school year, as attached.

Motion carried: 5-0

V. EXECUTIVE SESSION

Motion was made by S. Karn, seconded by D. Brean, that the Board of Education enters Executive Session at 8:29 p.m. for the purpose of discussing matters related to a particular employee.

Motion carried: 5-0

Board President, B. Whitacre appointed Ron Pavlus as Clerk Pro Tem in the absence of the District Clerk.

Board Member, S. Karn moved, seconded by Board Member, D. Brean that the Board returns to open session at 9:21 p.m.

VI. ADJOURNMENT

Motion to adjourn the August 13, 2024 meeting at 9:22 p.m. was made by S. Karn, seconded by D. Brean.

Motion carried: 5-0