

Date: October 14, 2025  
Where Held: School Library/Media Room  
Members Present: B. Whitacre, V. Nolan, J. Wratten, D. Brean, C. Grey  
Others Present:  
Colleen Rutherford, Principal  
Tiffany Lopesz, Business Manager  
Christa Case, District Clerk  
BCS Staff and Community Members

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

**I. PLEDGE OF ALLEGIANCE & CALL TO ORDER**

Following the pledge, the October 14, 2025 Regular Meeting of the Board of Education was called to order at 7:00 p.m. by Board President, B. Whitacre.

**II. EXECUTIVE SESSION**

Motion was made by J. Wratten, seconded by D. Brean, that the Board of Education enters Executive Session at 7:04 p.m. for the purpose of discussing the employment of a particular person.

*Motion carried: 5-0*

School Board President, B. Whitacre appointed V. Nolan 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 7:16 p.m.

**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: Minutes dated September 9, 2025; Warrants: General Fund: Warrant #6 dated July 18, 2025 in the amount of \$42,669.54, Warrant #15 dated August 31, 2025 in the amount of \$85,091.23, Warrant #21 dated September 8, 2025 in the amount of \$15,346.30, Warrant #22 dated September 12, 2025 in the amount of \$101,129.16, Warrant #23 dated September 22, 2025 in the amount of \$29,725.12, Warrant #26 dated September 26, 2025 in the amount of \$124,987.97, Warrant #28 dated October 6, 2025 in the amount of \$10,677.47, Warrant #29 dated October 10, 2025 in the amount of \$114,453.27; Cafeteria Fund: Warrant #3 dated September 22, 2025 in the amount of \$51.60, Warrant #4 dated September 26, 2025 in the amount of \$1,235.00; Capital Fund: Warrant #2 dated September 22, 2025 in the amount of \$7,115.58, Warrant #3 dated October 6, 2025 in the amount of \$1,437.75, as presented.

*Motion carried: 5-0*

**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 October 14, 2025, as amended.

Discussion: Add Executive Session to discuss the employment of a particular person.

*Motion carried: 5-0*

**A. Board President Communications:**

- None

**B. District Clerk Communications:**

- None

**C. Business Communications:**

- Ms. Lopesz shared that the Annual Financial Statement Audit is in process. Ms. Lopesz also reviewed the district financial accounts – outlining revenues and expenses.

**V. NEW BUSINESS:**

**A. Personnel: Appointment of Class/Club Advisors**

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the following appointments for the 2025-2026 school year:

Cassie Head	FFA Advisor
Nikolaus Reff	FFA Advisor
Travis Huther	Class of 2029 Advisor
Samantha Hafelin	Class of 2028 Advisor

Discussion: Stipends for these positions are per the BTA Contract

*Motion carried: 5-0*

**B. Personnel: Acceptance of Resignation**

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, accepts the resignation of Tyler Rifenburg, Music Teacher K-12, effective October 10, 2025, with regrets.

*Motion carried: 5-0*

**C. Personnel: Acceptance of Resignation**

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, accepts the resignation of Kevin Abrams, Boys Varsity Soccer Coach, effective September 24, 2025, with regrets.

*Motion carried: 5-0*

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**D. Personnel: Appointment of Long-term Substitute K-12 Music Teacher (Certified)**

Motion was made by D. Brean, seconded by J. Wratten, that Board of Education, upon the recommendation of the Superintendent, approves the appointment of Corey Colemey, to the position of Long-term Substitute K-12 Music Teacher, effective September 29, 2025 through June 30, 2026. Corey currently holds NYS certification as follows: Music, Transitional G. Salary for this position is \$52,500.

*Motion carried: 5-0*

**E. Personnel: Appointment of Boys Varsity Soccer Coach**

Motion was made by D. Brean, seconded J. Wratten, that the Board of Education, upon recommendation of the Superintendent approves the appointment of Ryan Cook to the position of Boys Varsity Soccer Coach for the 2025 Fall soccer season effective September 25, 2025. Such appointment is contingent upon each employee obtaining all necessary clearance set forth by the Commissioner of Education prior to the first day of practice. The salary for this position is per the BTA contract.

*Ryan Cook*

*Motion carried: 5-0*

**F. Personnel: Appointment of Custodial Substitute**

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 Levi Jennison as a custodial substitute for the 2025-2026 school year. Salary for this position is \$15.50 per hour.

*Motion carried: 5-0*

**G. Approval of: Notice to Bidders – School Bus**

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the following notice to bidders:

Brookfield Central School is accepting sealed bids the sale of one (1) 2013 Chevy Micro Bird model school bus with a minimum bid of \$500.

General specifications are:

Current mileage: 169,927

18 pupil capacity

Fuel type: Gas

Chevy 6.0 Engine

Detailed specifications are available by contacting the Wayne Walker, Transportation Director.

Bids will be accepted at the district office until 10:00 a.m. on November 6, 2025. Bids will be opened at 12:00 p.m. on November 6, 2025.

*Motion carried: 5-0*

**H. Personnel: Approval of Brookfield Teachers Association Contract**

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon recommendation of the Superintendent, approves the agreement between Brookfield Central School and the Brookfield Teachers Association effective July 1, 2025 – June 30, 2028, as attached.

*Motion carried: 5-0*

**VI. EXECUTIVE SESSION**

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education enters Executive Session at 7:31 p.m. for the purpose of discussing the employment of a particular person.

*Motion carried: 5-0*

School Board President, B. Whitacre appointed V. Nolan 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 8:13 p.m.

No action was taken by the Board following Executive Session.

**VII. ADJOURNMENT**

Motion was made by School Board Member, D. Brean, seconded by J. Wratten, that the Board adjourn the October 14, 2025 meeting at 8:14 p.m.

*Motion carried: 5-0*