

Date: November 18, 2025
Where Held: School Library/Media Room
Members Present: V. Nolan, J. Wratten,
D. Brean, C. Grey
Student Board Member: Absent
Others Present:
Ronald Wheelock, Superintendent
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 November 18, 2025 Regular Meeting of the Board of Education was called to order at 7:01 p.m. by Board Vice-President, V. Nolan.

II. 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 October 14, 2025 Regular Meeting; Warrants: **General Fund:** Warrant #17 dated September 30, 2025 in the amount of \$276,275.71, Warrant #31 dated October 20, 2025 in the amount of \$16,181.26, Warrant #32 dated October 24, 2025 in the amount of \$115,503.29, Warrant #37 dated November 3, 2025 in the amount of \$24,544.38, Warrant #38 dated November 7, 2025 in the amount of \$142,689.20; **Cafeteria Fund:** Warrant #5 dated October 20, 2025 in the amount of \$90.00, Warrant #6 dated October 21, 2025 in the amount of \$910, Warrant #7 dated November 3, 2025 in the amount of \$84.07, as presented.

Motion carried: 4-0

III. 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 November 18, 2025, as amended.

Discussion: Add Executive Session to discuss the employment of contractual personnel.

Motion carried: 4-0

B. Board Vice-President Communications:

- Discussion of new student drop off/pick up procedures

C. District Clerk Communications:

- None

D. Business Communications:

- Ms. Lopesz shared information about the school breakfast/lunch program – student participation is good. The district is purchasing a plow truck through a DASNY grant. The cost to the district is \$10,479. Ken Plows will plow with a skid steer that the district rents until the truck arrives. Will also put an advertisement out for plowing. The financial statements audit will be presented by Mary Manzanero from Mostert, Manzanero, and Scott at the next Board meeting.

E. Superintendent Communications:

- Mr. Wheelock shared information regarding the School Board Institute Meetings with the Board. Notes from the Athletic Director were shared.

IV. PUBLIC FORUM:

- Discussion about the new dismissal procedures ensued.

V. OLD BUSINESS: None

VI. NEW BUSINESS:

A. Personnel: Appointment of Winter Sports Season Coaches

Motion was made by D. Brean, seconded by J. Wratten, the Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following coaches for the 2025-2026 winter sports season:

Karen Howlett	Girls Modified Volleyball
Ken Plows	Girls Varsity Basketball
Cassie Head	Girls Modified Basketball
Ryan Cook	Boys Modified Basketball
Ryan Cook	Boys Varsity Basketball

Such appointments are contingent upon each coach obtaining all necessary clearance set forth by the Commissioner of Education prior to the first day of practice.

Discussion: Mr. Wheelock shared the athletic director's notes regarding updates on sport teams

Motion carried: 4-0

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B. Personnel: Appointment of Winter Sports Season Assistant Coach

Motion was made by D. Brean, seconded by J. Wratten, the Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following assistant coach for the 2025-2026 winter sports season:

Sarah Abrams	Assistant Coach, Girls Modified Volleyball
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Such appointment is contingent upon the assistant coach obtaining all necessary clearance set forth by the Commissioner of Education prior to the first day of practice.

Motion carried: 4-0

C. Personnel: Appointment of Substitute Cleaner

Motion was made by D. Brean, seconded by J. Wratten, the Board of Education, upon the recommendation of the Superintendent, approves the appointment of Joshua Walker to the position of substitute cleaner, effective November 1, 2025. Salary for this position is \$16.00 per hour.

Motion carried: 4-0

D. Personnel: Appointment of School Bus Driver

Motion was made by D. Brean, seconded by J. Wratten, the Board of Education, upon the recommendation of the Superintendent, approves the appointment of Randy Boylan to the position of School Bus Driver, effective October 16, 2025. Salary for this position is \$18.00 per hour.

Motion carried: 4-0

E. 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 Amber Mead, Elementary Teacher, effective November 7, 2025, with regrets.

Motion carried: 4-0

F. 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 Karen Witter as a long-term substitute teacher as a special education teacher, effective October 13, 2025.

Motion carried: 4-0

G. Personnel: Acceptance of Resignation

Motion was made by D. Brean, seconded J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, accepts the resignation of Rachelann Copland as a long-term substitute as a secondary English teacher, effective August 31, 2025.

Motion carried: 4-0

H. Personnel: Appointment of Special Education Teacher

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 Karen Witter to the position of Special Education Teacher, in the tenure area of Special Education, effective October 14, 2025. Probationary period begins October 14, 2025 and ends June 30, 2029. Salary for this position is \$48,800 for the 2025-2026 school year. Karen holds NYS Transitional B certification in Students with Disabilities (All Grades).

Motion carried: 4-0

I. Personnel: Appointment of Instructional Substitutes

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 uncertified instructional substitutes:

Ayden Zbock, Jessica Corbin, Nabel Kahn

Motion carried: 4-0

J. Personnel: Appointment of Substitute School Bus Driver

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 DeWitt Head as a substitute school bus driver, effective November 18, 2025. Salary for this position is \$20.00 per hour.

Motion carried: 4-0

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K. 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:

Brent Murdock, Certified PE Teacher – **Nikolaus Reff**, Certified Science Teacher
Jeffrey Havener, Certified 7-12 Mathematics Teacher – **Travis Huther**, Certified English Language Arts Teacher
Andrew Long, Certified 7-12 Social Studies Teacher – **Shelby Brooks**, Uncertified Long-Term Substitute Science Teacher
Sarah Viscomi, Certified Elementary Teacher – **Sarah Abrams**, Uncertified Long-Term Substitute Elementary Teacher
Jennifer Gregory, Certified Elementary Teacher – **Corey Colmey**, Certified Long-Term Substitute Music Teacher
Stipend for this service is per the BTA contract.
Motion carried: 4-0

L. Approval of: Athletic Combination

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the athletic combination of Girls Varsity Basketball with Waterville Central School District for the 2025-2026 winter sports season.

Motion carried: 4-0

M. Personnel: Approval of Appointment of Tenure

Motion was made by D. Brean, seconded by J. Wratten, that WHEREAS, Amanda Bugbee, Teaching Assistant, is recommended by the Superintendent of Brookfield Central School for tenure; the Board of Education hereby grants tenure status to Amanda Bugbee in the tenure area of Teaching Assistant, in accordance with NYS Education Law and the Brookfield Teachers' Association Contract, effective September 1, 2025.

Motion carried: 4-0

N. Personnel: Appointment of Part-Time Long-Term Substitute Instrumental Music Teacher

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 Douglas Keith to the position of Certified Part-Time Long-Term Substitute Instrumental Music Teacher, effective November 10, 2025. Salary for this position is \$150 per day.

Motion carried: 4-0

O. Approval of: Purchase of Plow Truck

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the purchase of a plow truck on BID through DCMO BOCES:

From: Joe Basil Chevrolet, Depew NY 14043
Truck: 2026 Chevrolet Silverado 2500 w/plow
Purchase Price: \$60,479
DASNY Grant: \$50,000
Total Cost to the District: \$10,479

Motion carried: 4-0

P. Acceptance of Bus Bid

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, accepts the following bid received on November 13, 2025:

Bid received from – Cole Walker
Bid amount - \$1,007

one (1) 2013 Chevy Micro Bird model school bus

General specifications are:

Current mileage: 169,927

18 pupil capacity

Fuel type: Gas

Chevy 6.0 Engine

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 7:54 p.m. for the purpose of discussing the employment of a particular person.

Motion carried: 4-0

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

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Board Member, D. Brean moved, seconded by Board Member, J. Wratten that the Board returns to open session at 9:40 p.m.

No action was taken by the Board following Executive Session.

VIII. Adjournment

Motion was made by School Board Member, D. Brean, seconded by J. Wratten, that the Board adjourn the November 18, 2025 meeting at 9:41 p.m.

Motion carried: 4-0