

**Date:** December 9, 2025  
**Where Held:** School Library/Media Room  
**Members Present:** V. Nolan, D. Brean,  
C. Grey

**Type of Meeting:** Regular Meeting  
**Presiding Officer:** V. Nolan  
**Members Absent:** B. Whitacre, J. Wratten

**Student Board Member: Absent**

**Others Present:**

**Ronald Wheelock, Superintendent**  
**Tiffany Lopesz, Business Manager**  
**Christa Case, District Clerk**  
**BCS Staff, Students, and Community Members**

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

Following the pledge, the December 9, 2025 Regular Meeting of the Board of Education was called to order at 7:02 p.m. by Board Vice-President, V. Nolan.

**II. CONSENT AGENDA**

Motion was made by D. Brean, seconded by C. Grey, that the Board of Education approves the Consent Agenda consisting of Approval of: Minutes dated September 24, 2025 Special Meeting, October 9, 2025 Special Meeting, and October 17, 2025 Special Meeting; Warrants: **General Fund**: Warrant #25 dated October 31, 2025 in the amount of \$269,031.36, Warrant #40 dated November 17, 2026 in the amount of \$143,382.09, Warrant #41 dated November 21, 2025 in the amount of \$111,214.82; **Cafeteria Fund**: Warrant #8 dated November 17, 2025 in the amount of \$1,040; **Capital Fund**: Warrant #4 dated November 17, 2025 in the amount of \$11,772.81, as presented; Budget Status Reports dated July 31, 2025, August 31, 2025, September 30, 2025, as attached.

***Motion carried: 3-0***

**III. COMMUNICATIONS, REPORTS, ANNOUNCEMENTS**

**A. Additions/Amendments to the Agenda**

Motion was made by D. Brean, seconded by C. Grey, that the Board of Education approves the Agenda for the December 9, 2025, as presented.

***Motion carried: 3-0***

**B. Board Vice-President Communications:**

- Mrs. Nolan shared that the Board has made the decision to move the January 13<sup>th</sup> BOE meeting to January 20<sup>th</sup>.

**C. District Clerk Communications:**

- None

**D. Business Communications:**

- Ms. Lopesz informed the Board that an advertisement has been put out requesting bids for snow plowing since the timeline for receipt of the plow truck is 60-120 days. She also shared the tax collector's report.

**E. Superintendent Communications:**

- Mr. Wheelock introduced two members of the class of 2026 to present the senior class trip to the Board. The students presented the senior class trip itinerary.  
- Information received at the latest SBI meeting was shared.  
- Ms. Rutherford will present on the portrait of a graduate at an upcoming Board meeting.  
- Updates on the Capital project was given.  
- The Academic Recognition Policy is being reviewed. More information will be forthcoming.

**IV. PUBLIC FORUM:**

- None

**V. OLD BUSINESS: None**

**VI. NEW BUSINESS:**

**A. Approval of: Senior Class Trip**

Motion was made by D. Brean, seconded by C. Grey, that the Board of Education, upon the recommendation of the Superintendent, approves the senior class trip scheduled for Thursday, June 4, 2026 through Saturday, June 6, 2026, as presented.

***Motion carried: 3-0***

**B. Appointment of: DASA Coordinators**

Motion was made by D. Brean, seconded by C. Grey, that the Board of Education, approves the appointment of Ronald Wheelock, Colleen Rutherford, and Julia Wick as DASA Coordinators for the 2025-2026 school year.

***Motion carried: 3-0***

**C. Personnel: Approval of Request for Leave**

Motion was made by D. Brean, seconded by G. Grey, WHEREAS, Andrew Long, Secondary Social Studies Teacher, has submitted a formal request for a leave of absence, in accordance with district policy and the BTA contract, beginning on January 5, 2026 and ending on January 30, 2026; NOW, THEREFORE, BE IT RESOLVED that Board of Education, upon the recommendation of the Superintendent, hereby approves the request for leave submitted by Andrew Long, as attached.

***Motion carried: 3-0***

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**Others Present:**

**Ronald Wheelock, Superintendent**

**Tiffany Lopesz, Business Manager**

**Christa Case, District Clerk**

**BCS Staff, Students, and Community Members**

**D. Personnel: Appointment of Lead Evaluators of Professional Staff**

Motion was made by D. Brean, seconded by C. Grey, that the Board of Education, upon recommendation of the Superintendent, approves the appointment of Ronald Wheelock and Colleen Rutherford to the position of Lead Evaluators of Professional Staff effective December 9, 2025.

***Motion carried: 3-0***

**E. Personnel: Appointment of Instructional/Non-Instructional Substitute (Uncertified)**

Motion was made by D. Brean, seconded by C. Grey, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of Jayden Cook as an Instructional/Non-Instructional Substitute (Uncertified) for the 2025-2026 school year. Salary is per the BTA and/or Non-Instructional Unit Contract.

***Motion carried: 3-0***

**F. CSE Recommendations**

Motion was made by D. Brean, seconded by C. Grey, that the Board of Education, upon the recommendation of the Superintendent, approves the provision of services as recommended by the Committee on Special Education for the following numbers: 12120, 12248, 12313, 12478, 12414, 12413, 12422, 12407, 12514, 12515, 12512, 12393, 12499, 12338, 12325, as attached.

***Motion carried: 3-0***

**G. Approval of: Disposal of 2025 School Budget and Election Voting Ballots**

Motion was made by D. Brean, seconded by C. Grey, that the Board of Education, upon the recommendation of the Superintendent, approves the disposal of the ballots used for the 2025-2026 Brookfield Central School Budget Vote and Election held on May 20, 2025.

***Motion carried: 3-0***

**H. Approval of: Financial Statements Audit 2024-2025**

Motion was made by D. Brean, seconded by C. Grey, that the Board of Education, upon the recommendation of the Superintendent approves the 2024-2025 Financial Statements Audit as completed by Mostert, Manzanero & Scott, LLP.

***Motion carried: 3-0***

**I. Approval of: District Corrective Action Plan for June 30, 2025 Financial Statements Audit**

Motion was made by D. Brean, seconded by C. Grey, that the Board of Education, upon the recommendation of the Superintendent, approves the Corrective Action Plan for the June 30, 2025 Financial Audit, as attached.

***Motion carried: 3-0***

**J. Personnel: Appointment of Long-Term Substitute Secondary Social Studies Teacher**

Motion was made by D. Brean, seconded by C. Grey, that Board of Education, upon the recommendation of the Superintendent, approves the appointment of Glenn Marsala, to the position of Long-term Substitute Secondary Social Studies Teacher, effective December 15, 2025 through January 30, 2026. Salary for this position is \$200 per day. Glenn holds the following NYS certifications: English Language Arts 7-12, Professional Certificate; Students with Disabilities – Grades 7-12 – English, Professional Certificate.

***Motion carried: 3-0***

**VII. Adjournment**

Motion was made by School Board Member, D. Brean, seconded by C. Grey, that the Board adjourn the December 9, 2025 meeting at 8:02 p.m.

***Motion carried: 3-0***