

Date: January 20, 2026
Where Held: School Library/Media Room
Members Present: V. Nolan, D. Brean,
C. Grey, J. Wratten
Student Board Member: Absent
Others Present:
Ronald Wheelock, Superintendent
Tiffany Lopez, 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. Executive Session

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education enters Executive Session at 6:30 p.m. for the purpose of discussing matters pertaining to the potential 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.

Board Member, D. Brean moved, seconded by Board Member, J. Wratten that the Board returns to open session at 7:07 p.m.

No action was taken by the Board following Executive Session.

II. PLEDGE OF ALLEGIANCE & CALL TO ORDER

Following the pledge, the January 20, 2026 Regular Meeting of the Board of Education was called to order at 7:10 p.m. by Board Vice-President, V. Nolan.

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 November 18, 2025 Regular Meeting; Warrants: **General Fund**: Warrant #34 dated November 30, 2025 in the amount of \$272,840.25, Warrant #43 dated December 5, 2025 in the amount of \$109,700.91, Warrant #45 dated December 8, 2025 in the amount \$22,025.27, Warrant #47 dated December 19, 2025 in the amount of \$118,981.88, Warrant #49 dated December 22, 2025 in the amount of \$51,771.37, Warrant #51 dated January 2, 2026 in the amount of \$109,226.28, Warrant #53 dated January 7, 2026 in the amount of \$204,070.72, Warrant #54 dated January 16, 2026 in the amount of \$103,045.29; **Cafeteria Fund**: Warrant #9 dated December 19, 2025 in the amount of \$1,002.67, Warrant #10 dated January 7, 2026 in the amount of \$72.67; **Capital Fund**: Warrant #5 dated December 8, 2025 in the amount of \$3,460.78, Warrant #6 dated January 7, 2026 in the amount of \$1,065; **Federal Fund**: Warrant #1 dated December 19, 2025 in the amount of \$36,257, as presented; Budget Status Reports dated October 31, 2025 and November 30, 2025, as attached.

Motion carried: 4-0

IV. Dr. Kilburn – Presentation

- Dr. Kilburn outlined the Superintendent search process. Questions were taken.

V. 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 January 20, 2026, as amended.

Discussion: Add Executive Session for purposes of discussing matters of a particular student and contractual matters.

Motion carried: 4-0

B. Board Vice-President Communications:

- None

C. District Clerk Communications:

- None

D. Business Communications:

- Ms. Lopez shared that BCS advertised for snowplowing and no bids received. The plow truck will be built in May and available for pickup in June.

E. Superintendent Communications:

- Mr. Wheelock shared that the district is reviewing the Academic Recognition Policy and proposed forming a committee to review the policy.

- Mr. Wheelock discussed the Zero Emissions requirements. All school districts in NYS must convert all buses to electric by the year 2035. NYS has also implemented a requirement for districts which states that if a district plans to purchase a school bus for the 2027-2028 school year, that it must purchase an electric bus unless a waiver is filed with the State. Mr. Wheelock recommended filing the waiver. The Board agreed.

- Capital Project Update: BCS will begin putting bids out soon. An alternate project was discussed which would include added security at the main entrance. More information will be forthcoming.

VI. PUBLIC FORUM:

- Q: Who enforces the athletic code of conduct?

A: The process begins with the athletic director.

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VII. OLD BUSINESS: None

VIII. NEW BUSINESS:

A. 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 Randy Boylan, School Bus Driver, effective November 21, 2025, with regrets.

Motion carried: 4-0

B. 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 Randy Boylan as Substitute School Bus Driver, effective November 24, 2025. Salary for this position is \$20.00 per hour.

Motion carried: 4-0

C. 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 Joshua Walker as Substitute School Bus Driver, effective January 21, 2026. Salary for this position is \$20.00 per hour.

Motion carried: 4-0

D. Personnel: Appointment of Non-Instructional/Instructional 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 Denise Timms as Non-Instructional/Instructional Substitute (Uncertified) effective January 21, 2026. Salary is per the BTA and/or Non-Instructional Unit Contract.

Motion carried: 4-0

E. Authorization

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, hereby grants authorization to Ron Wheelock to sign Student Activity Account checks for the 2025-2026 fiscal year.

Motion carried: 4-0

F. Personnel: Appointment of Non-Instructional/Instructional 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 Mary Cowen as Non-Instructional/Instructional Substitute (Uncertified) effective January 21, 2026. Salary is per the BTA and/or Non-Instructional Unit Contract.

Motion carried: 4-0

G. Personnel: Appointment of Full Time 12 Month Bus Monitor/Cleaner

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 Andrew Shipman to the position of Full Time 12 Month Bus Monitor/Cleaner effective January 21, 2026. Salary for the position of Bus Monitor is \$17.43 per hour. Salary for the position of Cleaner is \$16.00 per hour.

Motion carried: 4-0

H. Personnel: Appointment of Elementary 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 Tayah Simmons to the position of Elementary Teacher, in the tenure area of Elementary, effective January 21, 2026. Probationary period begins January 21, 2026 and ends June 30, 2030. Tayah holds the following certification: NYS Initial Certification – Childhood Education (Grades 1-6). Salary for this position is \$52,060.

Discussion: A search was conducted for the position. Tayah has come to BCS from Utica Academy of Science.

Motion carried: 4-0

I. Personnel: Appointment of Spring Sports Coaches and Assistants

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon recommendation of the Superintendent approves the appointment of the spring sports coaches and assistants as follows for the 2026 spring sports season effective January 21, 2026. 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.

Scott Bugbee – Boys Varsity Baseball Coach	Cassie Head – Girls Modified Softball Coach
Katrina Townsend – Girls Varsity Softball Coach	Paige Plumley – Girls Modified Softball Assistant Coach

Motion carried: 4-0

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J. Approval of: E-Rate Letter of Agency

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the E-Rate Letter of Agency for 2026-2027 confirming our participation in the Madison-Oneida BOCES E-rate Consortium for the procurement of telecommunications, internet access, internal connections and basic maintenance. I hereby authorize Madison-Oneida BOCES to submit FCC Form 470, FCC Form 471, and other E-rate forms to the Schools and Library Division of the Universal Service Administrative Company on behalf of the undersigned school district, as attached.

Motion carried: 4-0

K. Personnel: Appointment of Mentor

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 Samantha Hafelin to provide instructional support services: mentoring per NYS Education Regulations for Taya Simmons, Elementary Teacher, for the 2025-2026 school year.

Motion carried: 4-0

L. Compensation for Instructional Substitute Teaching Assistants

Motion was made by D. Brean, seconded by J. Wratten, that compensation for instructional substitute teaching assistants shall be set at \$115.00 per day for the remainder of the 2025-2026 fiscal year.

Discussion: Required to comply with minimum wage increase.

Motion carried: 4-0

M. 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 Modified Basketball with Waterville Central School District for the 2025-2026 winter sports season.

Discussion: Waterville is the home district. Two students are participating. The parents are providing transportation to Waterville.

Motion carried: 4-0

N. Approval of: Budget Calendar for the 2026 Budget Vote & Election

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the Budget Calendar for the 2026 School Budget Vote & Election, as attached.

Motion carried: 4-0

O. Personnel: Appointment of Non-Instructional/Instructional 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 Cassandra Burkhart as Non-Instructional/Instructional Substitute (Uncertified) effective January 21, 2026. Salary is per the BTA and/or Non-Instructional Unit Contract.

Motion carried: 4-0

IX. Executive Session

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education enters Executive Session at 8:22 p.m. for the purpose of discussing educational matters of a particular student and contractual matters.

Motion carried: 4-0

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

Board Member, J. Wratten left the meeting.

Board Member, C. Grey moved, seconded by Board Member, D. Brean that the Board returns to open session at 10:55 p.m.

Motion carried: 3-0

No action was taken by the Board following Executive Session.

X. Adjournment

Motion was made by School Board Member, D. Brean, seconded by C. Grey, that the Board adjourn the January 20, 2026 meeting at 10:55 p.m.

Motion carried: 3-0