Date: July 14, 2026
Location: School Library/Media Room
Members Present: V. Nolan, Isaac Hafelin, Dawn Brean, Julie Wratten, Cory Grey
Also Present:
Ronald Wheelock, Interim Superintendent
Tiffany Lopesz, Business Manager
Christa Case, District Clerk
BCS Staff/Teachers, Parents/Community Members

Meeting Type: Reorganizational
Presiding Officer: Valerie Nolan
Members Absent: 0

I. Call to Order

Following the Pledge of Allegiance, the July 14, 2026 Reorganizational Meeting of the Board of Education was called to order at 7:00 p.m. by Interim Superintendent, Ronald Wheelock.

II. Administration of the Oath of Office

The District Clerk administered the Oath of Office to the Superintendent and newly elected Board of Education member, as per Article XIII-1 of the Public Officers Law:
Ronald Wheelock – Superintendent *Oath of Office was administered.*
Valerie Nolan – Board member, 5-year Term *Oath of Office was administered.*

III. Election of Board Officers

A. President

J. Wratten nominated Valerie Nolan for Board President, seconded by Isaac Hafelin.
Motion was made by D. Brean, seconded by J. Wratten that Valerie Nolan be elected President of the Board of Education for the 2026-2027 fiscal year.
Motion carried: 5-0
Oath of Office was administered.

B. Vice-President

D. Brean nominated Cory Grey for Vice President, seconded by Isaac Hafelin.
Motion was made by D. Brean, seconded by J. Wratten that Cory Grey be elected Vice-President of the Board of Education for the 2026-2027 fiscal year.
Motion carried: 5-0
Oath of Office was administered.

IV. Appointment of Officers

Motion was made by D. Brean, seconded by J. Wratten that the following appointments are made for the 2026-2027 fiscal year.

Tiffany Lopesz, District Treasurer-stipend of $500	Christa Case, District Clerk – stipend of $1000
Tiffany Lopesz, School Tax Collector – stipend of $3,200	Juliet Abrams, Attendance Officer – stipend of $500

Motion carried: 5-0
Oaths were administered at a later date.

V. Additional Appointments

Motion was made by D. Brean, seconded by J. Wratten that the following additional appointments are made for the 2026-2027 fiscal year:

Dr. Christopher Alinea - School Physician	The Law Firm of Ferrara Fiorenza, PC - School Attorney
Mostert, Manzanero, & Scott, CPA – District External Auditor	Carol Orsino – Treasurer-Extra Classroom Activity Account – Stipend $1200

Motion carried: 5-0

VI. Designations

Motion was made by D. Brean, seconded by J. Wratten that the following designations are made for the 2026-2027 fiscal year:

Chase, Key Bank, Arrow Bank – Official Bank Depositories	Regular Monthly Meeting of the Board as per attached calendar (subject to change)
West Winfield Star & Waterville Times – Official Newspapers	School District Treasurer – Records Access Officer for FOIL Requests
Nikolaus Reff – Chemical Hygiene Officer	School District Superintendent – FOIL Appeal Officer
Ken Plows – School Pesticide Representative	Ken Plows-Asbestos Designee

Motion carried: 5-0

VII. Authorizations:

Motion was made by D. Brean, seconded by J. Wratten that authorization is granted to the following to serve for the 2026-2027 fiscal years:

Superintendent and/or School District Treasurer	Person to certify payrolls
School District Treasurer	School Purchasing Agent
Superintendent	Deputy Purchasing Agent
School District Treasurer and/or Superintendent	Signature for checks
Tiffany Lopesz	(General) Petty Cash $200.00
Superintendent and/or School District Treasurer	Approve Budget Transfers
Superintendent/Principal	Approve Conferences, Conventions & Workshops
Superintendent and/or School District Treasurer	Authorized to Loan Funds
School District Treasurer and/or Superintendent	Authorized to Invest Funds
Superintendent and/or School District Treasurer	Authorized to Transfer Funds between Interest and Checking Account
Board President or Vice President	Authorized for Revenue Anticipation Notes
Tiffany Lopesz & Carol Orsino	Signatures-Student Activity Account Checks
Superintendent/Principal/District Treasurer	Signatures Student General Employment App. & Permits

Motion carried: 5-0

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VIII. Other Items:

A. Re-adoption of Board Policies and Code of Ethics

Motion was made by D. Brean, seconded by J. Wratten that all Board Policies and Code of Ethics approved during the previous school year shall be in effect during the 2026-2027 fiscal year.
Motion carried: 5-0

B. Establishment of Mileage Reimbursement

Motion was made by J. Wratten, seconded by D. Brean that the mileage reimbursement rate for the 2026-2027 fiscal year shall be set at 72.5¢ per mile.
Discussion: This is the standard IRS rate for 2026.
Motion carried: 5-0

C. Signature/Federal & State Programs

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education authorizes the Superintendent to sign all necessary documents relative to Federal & State Programs.
Motion carried: 5-0

D. Other Legal Counsel

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education authorizes the Superintendent to hire legal counsel other than the school attorney as deemed necessary by the Superintendent.
Motion carried: 5-0

E. Cooperative Bidding:

Motion was made by D. Brean, seconded by J. Wratten that the Board of Education Authorizes the Superintendent to participate in cooperative bidding conducted by the Board of Cooperative Educational Services.
Motion carried: 5-0

F. Occupational Advisory Council

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education authorized the Board of Cooperative Educational Services Occupational Advisory council to represent the Brookfield Central School District.
Motion carried: 5-0

G. Compensation for Instructional Substitutes

Motion was made by D. Brean, seconded by J. Wratten that the compensation for instructional substitute teachers shall be set as follows for the 2026-2027 fiscal year: Certified: $125.00 per day and Non-Certified: $115.00 per day.
Motion carried: 5-0

H. 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 2026-2027 fiscal year.
Motion carried: 5-0

IX. 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 July 14, 2026 meeting, as amended.
Discussion: Add Executive Session to discuss personnel matters.
Motion carried: 5-0

B. Board President Communications: None

C. District Clerk Communications: None

D. Business Communications:

- A wrap of the budget for the 2025-2026 school year was shared

E. Superintendent Communications:

- Congratulated the Class of 2026
- An update on the Capital Project was shared

X. PUBLIC FORUM:

- None

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Presiding Officer: Valerie Nolan
Members Absent: 0

XI. OLD BUSINESS:

A. Approval of: 2nd Reading of Policy No. 5045

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the 2nd Reading of the following policies, as attached:
Policy #5045 – Protection of Student, Teacher, and Principal Personal Information (Data Security and Privacy)
Motion carried: 5-0

XII. NEW BUSINESS:

A. CSE Committees

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the following:
1. Committee on *Preschool* Special Education Membership
Chairperson: *Ms. Sarah Walker*; District Representative: *BCS CSE Chairperson*; Parent Representative: *To Be Determined (only upon parent request)*; Municipality Representative from either Oneida or Madison County; A professional who participated in the evaluation of the child and at subsequent meeting, the child's teacher; from early intervention the appropriate professional designated by the agency.
2. Committee on Special Education Membership
Chairperson: *BCS CSE Chairperson*; Psychologist: *OHM BOCES Personnel*; the child's teacher; Special Ed Teacher/classroom Teacher; Parent Representative: *To Be Determined (only upon parent request)*; Service Providers: as necessary
3. Committee on Special Education Sub-Committee
Chairperson: *BCS CSE Chairperson*; the child's teacher: Special Ed Teacher/Classroom Teacher; Psychologist: *OHM Personnel* (as per mandated circumstances); Service Providers: as necessary
4. Approved sites for preschool evaluations (list attached)
Motion carried: 5-0

B. Designation of O-M-H- Counties School Boards Institute Representative

Motion was made by D. Brean, seconded by I. Hafelin, that the Board of Education designate J. Wratten to serve as district representative on the School Board Institute Executive Committee. Designated as Alternate Committee Member is V. Nolan.
Discussion: General membership meetings (list enclosed) are open to all board members and superintendents.
Motion carried: 5-0

C. Designations – M-O-H Schools HealthCare Consortium

1. HealthCare Consortium Representative

Motion was made by D. Brean, seconded by J. Wratten, that the Brookfield Central School Board of Education hereby designates Tiffany Lopesz, District Treasurer as the District Health Care Consortium Representative for the fiscal year beginning July 1, 2026 and ending June 30, 2027.
Motion carried: 5-0

2. HealthCare Consortium Alternate Representative

Motion was made by D. Brean, seconed by J. Wratten, that the Brookfield Central School Board of Education hereby designates the Superintendent as the District's HealthCare Consortium Alternate Representative for the fiscal year beginning July 1, 2026 and ending June 30, 2027. In the event that a Consortium meeting is not attended by the District's Representative, but is attended by the District's Alternate Representative, the District's Alternate representative shall have full voting authority during that Consortium meeting.
Motion carried: 5-0

D. Designation - New York State Municipal Electric Cooperative (NYSMEC)

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education hereby designates Tiffany Lopesz as the district's Consortium Representative for NYSMEC for the fiscal year beginning July 1, 2026 and ending June 30, 2027. In addition, Carol Orsino is designated as the alternate representative.
Motion carried: 5-0

E. Designation – Central NY Schools' Workers Compensation Consortium

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education hereby designates Tiffany Lopesz as the district's representative for the Central New York Schools' Workers Compensation consortium for the fiscal year beginning July 1, 2026 and ending June 30, 2027. In addition, Carol Orsino is designated as the alternate representative.
Motion carried: 5-0

F. Designation – Oneida-Herkimer-Madison Liability Insurance Consortium

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education hereby designates Tiffany Lopesz as the district's representative for the O-H-M Liability Insurance Consortium for the fiscal year beginning July 1, 2026 and ending June 30, 2027. In addition, Carol Orsino is designated as the alternate representative.
Motion carried: 5-0

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G. Approval of: Resolution Authorizing Participation in Cooperative Energy Purchasing Service (NYSMEC) for Electricity

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the attached resolution authorizing participation in cooperative energy purchasing service (NYSMEC) for electricity, as attached.
Motion carried: 5-0

H. Authorization to Pay Vendors Prior to Board Audit

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education authorize the School Treasurer to make payment to the following vendors prior to the Board of Education audit:

- Utilities
- Health insurance
- Credit card payments
- Reimbursement of Petty Cash

Other payments necessary to avoid late charges
Motion carried: 5-0

I. Approval of Tax Levy

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the Tax Levy amount of $1,721,333 for the 2026-2027 school year.
Discussion: Tax Levy Warrant will be adopted in August.
Motion carried: 5-0

J. Personnel

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 and contracts:

1. Appointments

a. Personnel: Appointment of Athletic Director

Sarah Abrams to the position of Athletic Director for the 2026-2027 school year. Stipend for this position is $7,000.

b. Personnel: Appointment of Summer Helper

Calleigh Blackman to the position of Summer Helper effective July 1, 2026 through August 31, 2026. Salary for this position is $16.00 per hour.

c. Personnel: Appointment of Summer Helper

Carley Walker to the position of Summer Helper effective July 1, 2026 through August 31, 2026. Salary for this position is $16.00 per hour.

d. Personnel: Appointment of Title IX Coordinator

Superintendent to the position of Title IX Coordinator for the 2026-2027 school year.

e. Personnel: Appointment of Substitute School Bus Monitor

Joshua Walker to the position of Substitute School Bus Monitor for the 2026-2027 school year, effective July 1, 2026. Salary for this position is $16.00 per hour.

f. Personnel: Appointment of 2026 Summer Enrichment Program Staff

Sarah Viscomi, Amanda Bugbee, Olivia Brink, Andrew Long, Katrina Townsend, Erica Shaw, Veronica Laymon
Salary for the above positions for instructional staff is 1/200th of their current salary. Salary for non-instructional staff is their current hourly rate.

g. Personnel: Appointment of Class/Club Advisors for the 2026-2027 School Year

Danine Perry	Senior Class Advisor
Samantha Hafelin	Junior Class Advisor
Travis Huther	Sophomore Class Advisor
Danine Perry	Freshman Class Advisor
Sharon Cossette and Lisa Farmer	National Honor Society Co-Advisors
Rachelann Copland	Yearbook Advisors
Juliet Abrams	Varsity Club Advisor
Kylie McCusker	Future Farmers of America Club Advisor
Julia Wick	High School Student Council

Discussion: Stipends for these positions are per the BTA Contract

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

Shelley Elliott to the position of Long-Term Substitute Library/Media Specialist for the 2026-2027 school year, effective September 1, 2026. Salary for this position is $55,918.69 for the 2026-2027 school year.

i. Personnel: Appointment of Elementary Teacher

Pursuant to Section 2509 of the Education Law and in compliance with Part 30.3 of the Rules of the Board of Regents, hereby appoints Casey Hollenbeck to the position of Elementary Teacher in the tenure area of Elementary Education for a probationary period of three years, to commence on September 1, 2026, and to expire on June 30, 2029 (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 3012^{3} 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)

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-continued-

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 $62,500 for the 2026-2027 school year. Casey holds current NYS Professional Certification in the following area: Childhood Education (Grades 1-6).

2. Contract

a. Personnel: Approval of Employment Agreement

Employment Agreement between Brookfield Central School District and Carol Orsino, Office Assistant II effective October 9, 2024 through June 30, 2026, as attached.

b. Approval of: Brookfield Educational Support Personnel Unit Contract

Contract between the Brookfield Central School Educational Support Personnel Unit and Brookfield Central School District effective July 1, 2026 through June 30, 2029.

c. Approval of: Transitional Consulting Services Agreement

Transitional Consulting Agreement between Brookfield Central School District and Ronald Wheelock, effective August 1, 2026 through September 30, 2026, as attached.

Motion carried: 5-0

K. Approval of Non-Resident Students for the 2026-2027 School Year

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education, upon the recommendation of the Superintendent, approves the following students to be permitted to attend Brookfield Central School for the 2026-2027 school year, tuition waived and transportation the responsibility of the parents – list attached.

Motion carried: 5-0

L. Approval of Agreement – Contract for Cooperative Educational Services

Motion was made by D. Brean, seconded by J. Wratten, that the Agreement made this 1st day of July, 2026 by and between the Oneida Herkimer Madison BOCES, party of the first part and Brookfield Central School District, party of the second part. WITNESSETH, that whereas party of the first part has been duly authorized to provide the approved Services and has been authorized to enter into agreements with boards of education and school trustees, under the provisions of sections 1950-51 of Education Law. NOW THEREFORE, the said party of the first part hereby agrees to provide to the party of the second part the following services during the 2026-2027 school year at the indicated cost of $2,299,576.89.

Motion carried: 5-0

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 Varsity Soccer with Waterville Central School District, with Waterville as host, for the 2026-2027 Soccer season.

Discussion: Waterville contacted BCS looking for players.

Motion carried: 5-0

XIII. EXECUTIVE SESSION

Motion was made by D. Brean, seconded by J. Wratten, that the Board of Education enters Executive Session at 7:32 p.m. for the purpose of discussing personnel matters.

Motion carried: 5-0

Board President V. Nolan appointed R. 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 8:24 p.m.

No action was taken by the Board following Executive Session.

XIV. ADJOURNMENT

Motion to adjourn the July 14, 2026 meeting at 8:24 p.m. was made by D. Brean, seconded by J. Wratten.

Motion carried: 5-0