

**NORTH ROSE-WOLCOTT CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION REGULAR MEETING MINUTES**

October 20, 2025 5:00 PM LARGE GROUP INSTRUCTION ROOM @ DISTRICT OFFICE

PRESENT:

BOE Members: Lucinda Collier, Tina Reed, John Boogaard, Casie DeWispelaere, Linda Eygnor, Travis Kerr, Lesley Haffner [5:06]

Superintendent: Michael Pullen

District Clerk: Tina St. John

Approximately 2 students, staff and guests

1. Call to Order/Pledge of Allegiance

President, Lucinda Collier called the meeting to order at 5:00p.m.

Approval of the Agenda:

Motion for approval was made by John Boogaard and seconded by Casie DeWispelaere with the motion approved 6-0.

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the agenda of October 20, 2025.

2. Public Access to the Board:

- No one addressed the Board of Education.

3. Consent Agenda:

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Tina Reed and seconded by Linda Eygnor with the motion approved 6-0.

a. Board of Education Meeting Minutes

RESOLUTION

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the meeting minutes of October 9, 2025.

b. Recommendations from CSE and CPSE

RESOLUTION

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the recommendations for the Committee on Special Education dated August 25, September 26, and October 8, 2025; and instructs the Superintendent to implement the recommendations on behalf of the following individuals identified by student number:

11967	12196	13982	15113	14503					
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c. Substitute Teachers and Substitute Service Personnel

RESOLUTION

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the individuals named on the substitute lists, which are on file with the District Clerk.

d. Class of 2026 Overnight Trip

The senior class advisors along with the High School Principal are planning to take the Class of 2026 on an overnight camping trip in the Finger Lakes. The cost of this trip will be paid for by the students and fundraising.

RESOLUTION

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the Class of 2026 overnight field trip in the Finger Lakes on June 1, 2026-June 2, 2026. Mr. Grasso, Ms. Judge, Ms. Mahoney, Ms. Bartholemew and Ms. Sinclair, will serve as chaperones. The trip will be paid for by the students and fundraising.

e. Overpayment of School Taxes

RESOLUTION

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves a school tax refund due to an overpayment of school taxes in 2025 of \$1,771.58 to John Delmar, Tax ID #542289 77116-00-240615.

RESOLUTION

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves a school tax refund due to an overpayment of school taxes in 2025 of \$852.99 to Lereta, LLC, Tax ID #543800 73116-19-701109.

RESOLUTION

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves a school tax refund due to an overpayment of school taxes in 2025 of \$1,731.07 to Peter Druskis, Tax Map ID #542289 75115-00-491881.

RESOLUTION

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves a school tax refund due to an overpayment of school taxes in 2025 of \$2,444.91 to CoreLogic, Tax Map ID #542600 75120-17-229090.

f. Authorization to Dispose of District Property

RESOLUTION

Be it resolved that the Board of Education, upon recommendation of the Superintendent of School and pursuant to Education Law, authorize the Director of Business Operations and Finance to declare the following equipment as surplus:

- Detailed list on file with District Clerk

g. Personnel Items:

1. Appoint Teacher Aide – Stephanie Drollette

RESOLUTION

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the 52 week probationary appointment of Stephanie Drollette as a Teacher Aide, conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87 as follows:

Probationary Period: October 20, 2025-October 19, 2026

Salary: \$16.00 per hour

2. Coaching and Athletic Department Appointments

RESOLUTION

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following coaching appointments for the 2025-26 school year, conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87, and successful completion of all required First Aid/CPR and Child Abuse courses.

Position		Name	Step	Years	Salary
Boys Basketball Coach	Modified	David Hahn	1	1	\$2,952
Unified Bowl Coach		Adam Bishop	1	3	\$1,072
Swim Coach	Modified	Kelly Cole	3	9	\$4,829
Boys Soccer Volunteer Assistant Coach	Modified	Evan Interlichia			Volunteer

3. Correction Program Appointment

The following individuals are being recommended to work in enrichment programs that are funded by grants.

RESOLUTION

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following individuals to work various enrichment programs during the 2025-2026 school year conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87.

Staff	Position	\$/Hr.
Sarah Woodland	Grant Program Teacher Assistant	\$16.87/hr. \$20.00
Heather Dennis	Grant Program Teacher Assistant	\$21.67/hr. \$20.00

4. Correction Co-Curricular Appointments

RESOLUTION

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, appoints the following individuals to fill co-curricular positions for the 2025-26 school year.

Name	Bldg.	Title	Step	Year	Salary
Jennifer Judge		Class of 2026 Advisor	1 3	1 8	\$1,845 \$2,878

5. Appoint Volunteers

RESOLUTION

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the following individuals to work as a volunteer in the district for the 2025-2026 school year.

Chantel Lockwood

4. Award Bids

A motion for approval of items as listed under Award Bids is made by Travis Kerr and seconded by Linda Eygnor with the motion approved 6-0.

1. Award Bid for Mechanical Contract – 2023 CIP Re-Bid

It is the recommendation of our Construction Managers, DGA Builders, to award the Mechanical Contract to HMI Mechanical Systems Inc. per the September 25, 2025, Bid Opening in the following amounts:

\$3,060,000.00 Base Bid

RESOLUTION

Be it Resolved, the Board of Education, upon recommendation of the Superintendent of Schools

and pursuant to Education Law, authorizes awarding a bid to the bidder deemed to be the lowest responsible meeting the bid specifications as follows.

<u>Bidder</u>	<u>Items</u>	<u>Amount</u>
HMI Mechanical Systems Inc.	2023 CIP – Mechanical Contract	Base Bid \$3,060,000.00
		TOTAL \$3,060,000.00

2. Award Bid for Plumbing Contract – 2023 CIP Re-Bid

It is the recommendation of our Construction Managers, DGA Builders, to award the Plumbing Contract to McGrain Mechanical Inc. per the September 25, 2025, Bid Opening in the following amounts:

\$648,500.00 Base Bid

RESOLUTION

Be it Resolved, the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, authorizes awarding a bid to the bidder deemed to be the lowest responsible meeting the bid specifications as follows.

<u>Bidder</u>	<u>Items</u>	<u>Amount</u>
McGrain Mechanical Inc.	2023 CIP – Plumbing Contract	Base Bid \$648,500.00
		TOTAL \$648,500.00

5. *Items requiring a roll call vote:*

A motion for approval of Item #1 is made by Casie DeWispelaere and seconded by Tina Reed, it was adopted and the following votes were cast:

1. SEQRA Resolution for Proposed Capital Improvement Project

WHEREAS, the Board of Education of the North Rose-Wolcott Central School District (the “District”) proposes to undertake a capital improvement project (the “Project”) at three existing District properties, including the North Rose-Wolcott Elementary School, the North Rose-Wolcott (Leavenworth) Middle School, and the North Rose-Wolcott High School, with both interior and exterior work as more fully described in the Project Scope document set forth in **Exhibit A**, attached hereto; and

WHEREAS, the District desires to comply with the New York State Environmental Quality Review Act, as set forth in Article 8 of the New York State Environmental Conservation Law, and the requirements of the implementing regulations set forth at 6 NYCRR Part 617 (the “Regulations”) (collectively, “SEQRA”); and

WHEREAS, the District drafted Part 1 of the Full Environmental Assessment Form (“FEAF”) with respect to the Project, the final version of which is attached hereto as **Exhibit B**; and

WHEREAS, in accordance with SEQRA’s coordinated review requirements, on August 28, 2025 and September 19, 2025, the District sent letters to identified involved agencies declaring the District’s intent to serve as lead agency for the SEQRA review of the Project, preliminarily classifying the Project as a “Type 1 action,” as that term is defined in SEQRA, and transmitting Part 1 of the FEAF; and

WHEREAS, New York State Office of Parks, Recreation and Historic Preservation (“OPRHP”) replied by letter dated September 16, 2025, and indicated the Project (as initially proposed) would not impact historic or archeological resources; and

WHEREAS, the District received written permission, dated September 23, 2025, from the Town of Wolcott to serve as lead agency for the SEQRA review of the Project; and

WHEREAS, the District received written permission, dated October 3, 2025, from New York State Education Department, Office of Facilities Planning to serve as lead agency for the SEQRA review; and

WHEREAS, following initial agency coordination, the scope of the Project was updated to include the work at North Rose-Wolcott Elementary School and North Rose-Wolcott (Leavenworth) Middle School, as described in Exhibit A, and the District revised Part 1 of the FEAF to include the updated scope; and

WHEREAS, on October 15, 2025, the District transmitted the revised Part 1 of the FEAF to the involved agencies and communicated the District's continued intent to serve as lead agency for the updated Project and that the District was treating the Project as a "Type I action," as that term is defined in SEQRA; and

WHEREAS, the District received written permission, dated October 15, 2025, from the Town of Wolcott to serve as lead agency for the SEQRA review, a copy of which is attached hereto as **Exhibit C**; and

WHEREAS, the District received written permission, dated October 15, 2025, from the New York State Education Department, Office of Facilities Planning, to serve as lead agency for the SEQRA review, a copy of which is attached hereto as **Exhibit D**; and

WHEREAS, on October 16, 2025, the District received a response from OPRHP consenting to the District's role as lead agency and indicating that due to North Rose-Wolcott Middle School's eligibility for inclusion on the New York State and Federal Registers of Historic Places, it would continue to review the Project in relation to potential impacts on historic resources, and rescinding its September 16, 2025 letter, a copy of OPRHP's response is attached as **Exhibit E**; and

WHEREAS, the District received written permission, dated October 16, 2025, from the Town of Rose to serve as lead agency for the SEQRA review, a copy of which is attached hereto as **Exhibit F**; and

WHEREAS, the District received a response from New York State Department of Environmental Conservation, dated October 17, 2025, consenting to the District's role as lead agency and providing substantive comments on the Project, a copy of which is attached hereto as **Exhibit G**.

WHEREAS, the District has prepared Part 2 of the FEAF, a copy of which is attached hereto as **Exhibit H**, and considered all information and documentation regarding the Project, including Parts 1 and 2 of the FEAF and the District's knowledge of the properties involved in the Project; and

WHEREAS, pursuant to SEQRA, the District has considered the Project in light of the actions included on the Type I list specified in Section 617.4 of the Regulations and in light of the actions included on the Type II list specified in Section 617.5 of the Regulations; and

NOW, THEREFORE, BE IT RESOLVED, that the District declares that:

1. The District assumes the role of lead agency for the coordinated review under SEQRA for the Project; and
2. Based upon the record before it, and under the applicable standards of SEQRA, the Project is classified as an "Type I action," as that term is defined in SEQRA; and
3. No significant adverse environmental impacts are noted in Parts 1 or 2 of the FEAF for the Project and none are known to the District, therefore, the District hereby determines that the Project will not have a significant adverse environmental impact, and will not require the preparation of an environmental impact

statement with respect to the Project; and

4. Accordingly, the District approves the Negative Declaration for the Project and Part 3 of the FEAF, attached hereto as **Exhibit I**, and will maintain a copy of such Negative Declaration in the District's office in a file that will be accessible to the public and
5. The Board hereby adopts Parts 1, 2, and 3 of the FEAF; and
6. A copy of this Resolution shall be provided to all involved agencies; and
7. The District will consult and work with NYSDEC to obtain all necessary environmental permits for the Project; and
8. OPRHP is continuing to review the work proposed at North Rose-Wolcott (Leavenworth) Middle School and the District will comply with all requirements or guidance issued by OPRHP following conclusion of its review; and
9. The District will comply with guidance issued by the New York State Education Department; and
10. This Resolution shall take effect immediately.

Lucinda Collier	Voting	<u> x </u> yes	<u> </u> no
Tina Reed	Voting	<u> x </u> yes	<u> </u> no
John Boogaard	Voting	<u> x </u> yes	<u> </u> no
Casie DeWispelaere	Voting	<u> x </u> yes	<u> </u> no
Linda Eygnor	Voting	<u> x </u> yes	<u> </u> no
Lesley Haffner	Voting	<u>absent</u>	
Travis Kerr	Voting	<u> x </u> yes	<u> </u> no

A motion for approval of Item #2 is made by Linda Eygnor and seconded by John Boogaard, it was adopted and the following votes were cast:

2. Capital Improvement Project – Proposition

WHEREAS, the North Rose-Wolcott Central School District (the "District"), is a local agency pursuant to the New York State Environmental Quality Review Act ("SEQRA"), ECL Section 8-0101, *et seq.*, and implementing regulations, 6 NYCRR Part 617 (the "Regulations"), and

WHEREAS, the District is considering undertaking a capital improvement project consisting of the reconstruction and renovation of, and the construction of improvements, additions and upgrades to various District buildings and facilities, including the Elementary School Building and campus, Middle School Building and campus, High School Building and campus, including but not limited to demolition of the existing bus garage and construction of a new bus garage and fuel island, reconfiguration and reconstruction of existing athletic fields, the purchase of original furnishings, equipment, machinery and apparatus required in connection with the purposes for which such buildings, facilities and sites are used, all to include site, access, lighting, parking, athletic and playfield improvements, demolition, utility, mechanical, plumbing and electrical improvements as well as payment of professional fees and all other necessary costs incidental to such work (the "Project"); and

WHEREAS, the District's staff and its consultants prepared an Environmental Assessment Form (the "EAF") and arranged for the delivery of the EAF and other information regarding the Project to each of the involved agencies and provided notice of the District's intent to (a) classify the Project as a "Type I Action" and (b) act as lead agency under SEQRA for the Project; and

WHEREAS, no involved agency objected in a timely manner to the District acting as the lead agency for the

Project; and

WHEREAS, following a thorough review of the Regulations and the EAF, by resolution previously adopted on October 20, 2025, the Board of Education (i) established itself as the lead agency for the Project, (ii) concluded that the Project will not result in any significant adverse impacts to the environment, and (iii) issued a Negative Declaration with respect to the Project.

BE IT RESOLVED by this Board of Education as follows:

Section 1. A Special Meeting of the qualified voters of the North Rose-Wolcott Central School District will be held at the High School located at 11631 Salter-Colvin Road in Wolcott, New York on December 17, 2025 from Noon to 8:00 p.m., prevailing time, for the purpose of voting on the proposition described in the Notice of Special District Meeting hereinafter set forth.

Section 2. The business to be acted upon at said Special District Meeting shall be as stated in the Notice thereof, and the District Clerk is hereby authorized and directed to cause the Notice of said Special District Meeting to be published in the *Finger Lakes Times* and *Lakeshore News*, newspapers having a general circulation within the District, such publications to be made four (4) times in such newspaper within the seven (7) weeks next preceding such Special District Meeting, the first publication to be at least forty-five (45) days prior to the date of said Special District Meeting.

Section 3. Said Special District Meeting shall be called by giving the following notice thereof:

NOTICE OF SPECIAL SCHOOL DISTRICT MEETING
OF THE VOTERS OF THE
NORTH ROSE-WOLCOTT CENTRAL SCHOOL DISTRICT

THE BOARD OF EDUCATION OF THE NORTH ROSE-WOLCOTT CENTRAL SCHOOL DISTRICT HEREBY GIVES NOTICE that pursuant to a Resolution adopted by the Board of Education of the District on the October 20, 2025, a special meeting of the qualified voters of said School District will be held at the High School located at 11631 Salter-Colvin Road in Wolcott, New York on December 17, 2025 from Noon to 8:00 p.m., prevailing time, for the purpose of voting on the following proposition:

PROPOSITION

Shall the Board of Education undertake a project consisting of the reconstruction and renovation of, and the construction of improvements, additions and upgrades to various District buildings and facilities, including the Elementary School Building and campus, Middle School Building and campus, High School Building and campus, including but not limited to demolition of the existing bus garage and construction of a new bus garage and fuel island, reconfiguration and reconstruction of existing athletic fields, the purchase of original furnishings, equipment, machinery and apparatus required in connection with the purposes for which such buildings, facilities and sites are used, all to include site, access, lighting, parking, athletic and playfield improvements, demolition, utility, mechanical, plumbing and electrical improvements as well as payment of professional fees and all other necessary costs incidental to such work (the "Project") at a total maximum estimated cost of \$30,000,000 and to pay for the Project by spending \$7,000,000 on deposit in the District's existing Capital Reserve Fund approved by the voters in May of 2022, and by the levy of a tax which is hereby voted in the amount of \$23,000,000, subject to available State aid or to any other revenues available for such purpose, which tax shall be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education and in anticipation of the collection of such tax, bonds and notes of the District are hereby authorized to be issued at one time, or from time to time, in the principal amount not to exceed \$23,000,000, and a tax is hereby voted to pay the principal and interest on said obligations when due?

NOTICE IS FURTHER GIVEN that qualified voters of the District may obtain applications for an absentee ballot or an early voting ballot from the office of the Clerk of the District. Completed applications must be received by the District Clerk at least seven days before the election if the absentee ballot or early voting ballot is to be mailed to the voter, or the day before the election, if the absentee ballot or early voting ballot is to be delivered personally to the voter. A listing of all persons to whom an absentee ballot or an early voting ballot is issued will be available for inspection by any qualified voter in the office of the Clerk of the District between the hours of 8:00 a.m. and 4:00 p.m. during each of the 5 days prior to the election, except Saturdays, Sundays and holidays, and shall also be posted at the polling place at the election.

NOTICE IS FURTHER GIVEN that military ballots may be applied for by qualified voters by requesting an application from the District Clerk at 315-594-3141 or tstjohn@nrwcs.org. Completed applications for military ballots must be received by the Clerk no later than 5:00 p.m. on November 21, 2025. In a request for a military ballot application or ballot, the military voter may indicate their preference for receiving the application or ballot by mail, facsimile transmission or electronic mail. An individual will qualify as a military voter if he or she (1) is a qualified voter of the State of New York, who is in actual military service, and by reason of such military service is absent from the District on the day of the election, or is a voter who is discharged from military service within 30 days of an election; or (2) a spouse, parent, child, or dependent of such service member who is a qualified voter and is absent due to accompanying or being with the military service member.

NOTICE IS FURTHER GIVEN that the Board of Education of the North Rose-Wolcott Central School District has complied with the requirements of the State Environmental Quality Review Act ("SEQRA"), Article 8 of the Environmental Conservation Law and the SEQRA regulations promulgated thereto. No further action is required pursuant to SEQRA.

BY ORDER OF THE BOARD OF EDUCATION

Section 4. The Clerk of the School District is hereby authorized and directed in the name and on behalf of the District to do all acts and things necessary, following the advice and counsel of the District’s Attorney and the District’s Bond Counsel, to comply with all applicable laws, regulations and executive orders relating to the Special Meeting to be held on December 17, 2025, and to do all other acts as may be necessary, or in the opinion of the District’s Attorney and the District’s Bond Counsel, desirable or proper to effectuate the purposes of the foregoing Resolution and to cause compliance by the District with all applicable laws, regulations and executive orders relating to the notice of, and procedural steps to be taken in connection with such Special Meeting.

Section 5. This resolution shall take effect immediately.

The adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Lucinda Collier	Voting	<u> x </u> yes	<u> </u> no
Tina Reed	Voting	<u> x </u> yes	<u> </u> no
John Boogaard	Voting	<u> x </u> yes	<u> </u> no
Casie DeWispelaere	Voting	<u> x </u> yes	<u> </u> no
Linda Eygnor	Voting	<u> x </u> yes	<u> </u> no
Lesley Haffner	Voting	<u>absent</u>	<u> </u>
Travis Kerr	Voting	<u> x </u> yes	<u> </u> no

Board Member Requests/Comments/Discussion:

- Rural Schools Conference on November 3, 2025
- Trunk or Treat on October 24, 2025

Good News:

- Senior Night was very successful
- Update on the Elementary Playground

Informational Items:

- Claims Auditor Reports

EXECUTIVE SESSION:

A motion was requested to enter executive session to discuss the employment history of a specific employee.

The motion was made by Linda Eygnor and seconded by Travis Kerr with motion approved 7-0.

Time entered: 5:10p.m.

Return to regular session at 6:42p.m.

Adjournment:

A motion was requested to adjourn the regular meeting.

Motion for approval was made by Travis Kerr and seconded by Lesley Haffner with motion approved 7-0.

Time adjourned: 6:43p.m.



Tina St. John, Clerk of the Board of Education