

**ROMULUS BOARD OF EDUCATION
ROMULUS, NY 14541**

**BOARD OF EDUCATION MEETING MINUTES
AUGUST 14, 2012
7:00 P.M. – BOARD CONFERENCE ROOM**

PRESENT: Robert McCann – President; Seth Brandow – Vice President; Rebecca Jessop; Timothy Kuryla; Kara Mapstone; James O. Somerville; Thomas Wilson

OTHERS PRESENT: Nancy Zimar – Interim Superintendent; Leanne B. Keel – District Clerk; Robert J. Boulware – Business Manager; Michael Pane – Athletic Director; Christopher Puylara – RFA President; Carol Cooper; Linda Mastellar

Mr. McCann called the meeting to order at 7:00 p.m., welcomed guests and led the Pledge of Allegiance. He then requested a **moment of silence in remembrance of RCS graduate Simba Modeste who was a victim of a car accident on August 10, 2012. A Memorial Service will be held in the school Auditorium on August 16, 2012 at 11:00 a.m.**

PUBLIC COMMENTS:

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- Mrs. Mastellar, a District resident, addressed the Board of Education to express her concerns with the Merger Study Advisory Committee Meeting which she attended on August 6, 2012. The topic was “Finances”. She did state that she is ‘NOT opposed to the merger’ but is waiting for the facts to make a decision on whether to support the merger or not. Mrs. Mastellar elaborated on several concerns; i.e., what the emotional/social impact on the students will be when they are forced into another school community, the fiscal irresponsibility that is displayed when reference to state aid is made as though it is some gift from heaven rather than a tax paid by the residents and businesses in NYS, the potential impact on local property values. Mrs. Mastellar requested that the RCS Board of Education commission a group of people to look at the bigger picture rather than taking the easy way out by merging.

PERSONNEL APPOINTMENT:

INTERIM SUPERINTENDENT APPOINTED

6.1A Authorization to appoint Nancy Zimar as Interim Superintendent, at a rate of \$500.00 per day up to 200 days beginning August 13, 2012 until a new Superintendent is hired but no later than June 30, 2013, with no fringe benefits, working approximately five (5) days a week using the Teachers’ calendar for the work schedule. It is understood that two (2) weeks in April may be used for vacation time, without pay.

Motion made by Mr. McCann, seconded by Mr. Wilson, and carried unanimously.

CLERK’S REPORT:

1.1M Approval of the Minutes of July 31, 2012 and Special Meeting of August 2, 2012
Motion made by Mr. McCann, seconded by Mr. Kuryla, and carried unanimously.

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1.2M Approval of the Student Activities Report for June 2012 and Year End 2011-12
Motion made by Mr. Somerville, seconded by Mr. Kuryla, and carried unanimously.

1.3M Approval of Treasurer's Report for May, 2012
Motion made by Mr. Somerville, seconded by Mr. Brandow, and carried unanimously.

1.4 Acceptance of **information copy** of Claims Auditor's Report for July, 2012

BUDGET COMMITTEE MEMBERSHIP

1.5M Approval of the Board of Education Committees for 2012-13
Discussion ensued regarding entire BOE membership on the Budget Committee and it being too cumbersome for everyone and performing a line-by-line review. It was agreed to retain the full membership and, if necessary, address it in the future. Mrs. Zimar stated that a Budget Calendar is being developed for the upcoming Committee meetings.
Motion made by Mr. Somerville, seconded by Mr. Wilson, and carried unanimously.

SUPERINTENDENT'S REPORT:

2.1 Update

Mrs. Zimar mentioned that it is a privilege to be here at RCS as an Interim Superintendent.

RCS & SSCS SHARING OF TEACHER SERVICES

2.2RS WHEREAS the Board of Education of the South Seneca Central School District has been confronted with a continuing decline in student enrollment, loss of state aid revenues and a limitation on the amount of real property taxes that may be levied to support its educational programs beginning in 2012 and continuing thereafter; and

WHEREAS the Board of Education of the South Seneca Central School District has a need to reduce costs and identify efficiencies in an effort to preserve educational programs; and

WHEREAS for reasons of economy and efficiency, the South Seneca Central School District Board of Education has reviewed its programs and determined that a reorganization of teaching staff is prudent and necessary; and

WHEREAS the Board of Education of the South Seneca Central School District has decided to act to abolish full-time positions in the special subject tenure areas of Health, Industrial Arts and School Media Specialist, Library effective June 30, 2012; and

WHEREAS both the South Seneca Central School District and the Romulus Central School District have a need for part-time teachers; and

WHEREAS both parties are interested in sharing the services of teachers in the special subject tenure areas of Health, Industrial Arts and School Media Specialist, Library; and

WHEREAS the and South Seneca and Romulus School Districts are authorized to enter into a cooperative agreement pursuant to Article 5-G of the General Municipal Law of the State of New York to provide or share services that each of them may provide to their respective school districts; and

WHEREAS the South Seneca and Romulus School Districts have reached agreement as to the terms and conditions of such intermunicipal contract and are desirous of

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memorializing their understandings, expectations, and representations as to their Agreement; and

WHEREAS the respective governing Boards of the South Seneca and Romulus School Districts have, by majority vote, approved the actions set forth in this Agreement; and

WHEREAS the respective governing Boards of the South Seneca and Romulus School Districts have determined that it is in the best interests of each of their respective municipal corporations to enter into this Municipal Cooperative Agreement; and

WHEREAS a majority of the governing Boards of the South Seneca and Romulus School Districts have, by separate resolution of each entity, approved the execution of this Agreement by its appropriate executive officers;

NOW, THEREFORE, BE IT RESOLVED THAT in consideration of the premises and the covenants hereinafter set forth, the South Seneca Central School District and Romulus Central School District agrees as follows:

ARTICLE I
SERVICES TO BE PROVIDED AND PAYMENTS

- 1.1 The South Seneca Central School District agrees to provide or recruit, select, appoint and compensate teachers in the special subject tenure areas of Health, Industrial Arts and School Media Specialist, Library to provide services to both Romulus and South Seneca for the 2012-2013 school year and thereafter as may be agreed between the parties.
- 1.2 Each School District shall have the use of the time and services of the person appointed to the shared positions in the special subject tenure areas of Health, Industrial Arts and School Media Specialist, Library. The work schedule shall be jointly determined by the Superintendents of Schools for Romulus and South Seneca and such schedule shall be arranged for the mutual benefit of both parties. At the outset of this Agreement the teacher employed in the special subject tenure area of Health shall provide services to South Seneca on the basis of six-tenths of a full-time equivalent (FTE) and to Romulus for four-tenths of a full-time equivalent (FTE). The teacher employed in the special subject tenure area of School Media Specialist, Library shall provide services to South Seneca on the basis of five-tenths of a full-time equivalent (FTE) and to Romulus for five-tenths of a full-time equivalent (FTE). The teacher employed in the special subject tenure area of Industrial Arts shall provide services to South Seneca on the basis of two-tenths of a full-time equivalent (FTE) and to Romulus for eight-tenths of a full-time equivalent (FTE). It is anticipated that the initial total cost for the 2012-2013 school year for the teachers shall be \$126,944.00 including salaries and benefits. (A breakdown of anticipated cost for the 2012-2013 school year is attached as an Appendix to this Agreement.) The actual cost for 2012-2013 will be adjusted based upon the terms of the negotiated Agreement in effect for the 2012-2013 school year.
- 1.3 The Romulus Central School District shall reimburse the South Seneca Central School District for the proportionate share of the salary, benefits, retirement contributions, social security and FICA payments, health and dental insurance and all other authorized expenses of the individuals appointed to the teaching positions covered by the Agreement for the period during which services are provided. The South Seneca Central School District shall

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submit an invoice to the Romulus Central School District throughout the 2012-2013 school year on a monthly basis. The Romulus Central School District shall make payment within thirty (30) days of the submission of the invoice.

- 1.4 The parties shall meet at least twice each year to review the performance of the Health, Technology and Library positions and to determine that the work assignments have been equitably distributed. Arrangements for each succeeding year of this Agreement shall be completed and mutually agreed to on or before May 1 of each year.

**ARTICLE II
INDEMNITY AND INSURANCE**

- 2.1 South Seneca and Romulus agree that each will perform their duties and/or exercise their rights under this Agreement in such a manner as not to create an unreasonable risk of liability or damage to the other or third parties. In the event that either South Seneca or Romulus performs or acts under this Agreement in a negligent or intentional manner, causing uninsured damage or liability to the other party to this Agreement, the party causing the damages or liability shall hold harmless, defend at its expense, indemnify, and make whole the other party from such damage or liability.
- 2.2 The parties agree to obtain such normal and usual casualty, liability and errors and omissions insurance coverage for the sharing of the Health, Technology and Library positions. The parties shall provide copies of such policies to each other, and such policies shall reflect that the South Seneca and Romulus Central School Districts are named insured under such policies.
- 2.3 South Seneca and Romulus agree to notify as soon as practicable each if any claim, assessment, or lawsuit shall be instituted against any of the parties to this Agreement regarding the conduct, actions, or omissions of the Health, Technology and Library positions and in no event later than ten (10) days of receipt of such information. Each party agrees to notify as soon as practicable the other party to this Agreement of any event or state of facts that may create liability or claims being assessed against either party to this Agreement regarding the operation, maintenance, control, and use of the facility, and in no event later than ten (10) days of receipt of such information.

**ARTICLE III
COOPERATION**

- 3.1 South Seneca and Romulus agree that each entity will cooperate with each other and comply with reasonable operation rules and regulations relating to the Health, Technology and Library positions for their mutual benefit. Each will act reasonably and in good faith in accomplishing the intent and purposes of this Agreement. The operational rules shall be established by mutual resolution of South Seneca and Romulus.

**ARTICLE IV
TERM**

- 4.1 The term of this Agreement shall be from July 1, 2012 through June 30, 2013.

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- 4.2 Either party may terminate this Agreement upon the adoption of a resolution by the Board of Education and the giving of written notice to the other party at least sixty (60) days in advance of the effective date of termination.
- 4.3 Upon the termination or expiration of the Agreement, neither party shall have any further or continuing obligations or responsibilities to the other party.

AMENDMENT TO RCS & SSCS SHARING OF TEACHER SERVICES

Mr. Kuryla indicated that the RCS retirements and SSCS position abolitions/sharing of teaching positions had not previously been communicated to the RCS Board of Education. Mrs. Mapstone stated that this resolution was presented to the SSCS Board of Education at its July 11, 2011 meeting. Mrs. Zimar mentioned that this issue was not to promote a merger but to fill a void. Mr. Kuryla then proposed to table the resolution until a legal review of the language could be made by our School Attorney. However, because of the pending opening of the 2012-13 school year and the need to notify teachers, Mrs. Zimar recommended that this Resolution be passed with an amendment statement indicating “pending a legal review”.

Thus, Mr. Brandow moved to amend Resolution 2.2RS – Sharing of Teaching Services Agreement Between South Seneca Central School District and the Romulus Central School District by adding “pending a legal review”. Mrs. Mapstone seconded it, with unanimous approval.

APPROVAL OF RCS & SSCS SHARING OF TEACHER SERVICES

Motion made by Mr. Kuryla, seconded by Mr. Somerville, and unanimously approved Resolution 2.2RS as amended.

BUSINESS MANAGER’S REPORT:

3.1 Update

Mr. Boulware indicated that the Audit Committee will meet prior to the August 28, 2012 BOE meeting to review the Internal Risk audit report draft. Also, the external auditors from Ray Wager’s firm are currently performing their annual school audit, and the Excellus Pupil Benefits student insurance group has dropped all school districts causing RCS to align itself with the Smola Consulting firm whose agent is Haylor, Frier & Coon, Syracuse, NY.

YEAR-END GENERAL FUND A TRANSFERS

3.2M Authorization for the 2011-12 year-end money transfers to close out the 2011-12 Year-End Fund A Transfers as per listing provided to Board members
Motion made by Mr. Kuryla, seconded by Mrs. Jessop, and carried unanimously.

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TANYA WESSIG RESIGNS

RESIGNATION:

7.1RG Tanya Wessig – Cleaner, effective August 16, 2012

Motion made by Mr. Brandow, seconded by Mr. Kuryla, and carried unanimously.

PERSONNEL APPOINTMENTS: As recommended by Mrs. Zimar, Interim Supt.

INTERIM SUPERINTENDENT APPOINTED TO OFFICIAL UNDERTAKINGS

6.2A Authorization to appoint **Nancy Zimar, Interim Superintendent, effective August 13, 2012, to the various appointments (listed herewith) granted to Michael Hoose, as Superintendent, at the Reorganization Meeting of July 2, 2012:**

. Alternate Treasurer, Activity Accounts; Alternate Auditor, Activite Accounts; Public Records Access Officer (one of three persons); Confidentiality of Computerized Information Officer; LEA Designee; ADA Coordinator; Title IX Coordinator; Alternate Payroll Certification; Applicant for Grants in Aid, State and Federal; Budget Transfers authorization to a limit of \$10,000 (one of two persons); Staff attendance at conferences/workshops authorization.
Motion made by Mr. Kuryla, seconded by Mr. Brandow, and carried unanimously.

6.3A Jennifer Oldfield – Substitute Registered Nurse, pending NYS Fingerprinting Clearance

Patricia Langley – Substitute School Bus Monitor, pending NYS Fingerprinting Clearance

Motion made by _____, seconded by _____, yes no abstain

MICHAEL MILLSPAUGH GRANTED PERMANENT STATUS

6.4A Michael Millspaugh – School Bus Driver – Permanent Promotion employee status from Provisional Promotion status, effective August 15, 2012

Motion made by Mrs. Jessop, seconded by Mr. Kuryla, and carried unanimously.

JOE MASTRACY APPOINTED LONG-TERM SUBSTITUTE TEACHER

6.5RS RESOLVED THAT upon recommendation of the Interim Superintendent of Schools on August 14, 2012, **Joe Mastracy**, whose address is 23 Holley Street, Lyons, NY 14489, be granted a **Long-Term Substitute Middle Level Social Studies Teacher appointment, pending NYSED Fingerprinting Clearance, effective August 29, 2012 through December 5, 2012, at a pro-rated daily salary of \$199.50 when school is in session, without benefits, for the childbearing leave of absence of MELISSA LILYEA, Middle Level Social Studies Teacher.**

Motion made by Mr. Kuryla, seconded by Mr. Brandow, and carried unanimously.

NICHOLE FULLER APPOINTED LONG-TERM SUBSTITUTE TEACHER

6.6RS RESOLVED THAT upon recommendation of the Interim Superintendent of Schools on August 14, 2012, **Nichole Fuller**, whose address is 39 Middle Street, Geneva, NY 14456, be granted a **Long-Term Substitute Special Education Teacher appointment, effective August 29, 2012 through June 30, 2013, at a salary of \$39,900, with benefits as stipulated in the current RFA Collective Bargaining Agreement, for the Administrative Internship of ERICA SINICROPI, Special Education Teacher.**

Motion made by Mr. McCann, seconded by Mr. Kuryla, and carried unanimously.

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VICKIE JANTO APPOINTED ELEMENTARY EDUCATION TEACHER

6.7A Vicky Janto – Elementary Education Teacher, a probationary appointment effective August 29, 2012, at a salary of \$39,900 with benefits as stipulated in the current RFA Collective Bargaining Agreement.

Motion made by Mrs. Jessop, seconded by Mr. McCann, and carried unanimously.

EXTRACURRICULAR APPOINTMENTS:

VARIOUS EXTRACURRICULAR APPOINTMENTS

- 6.8A Student Council Advisor, High School - Christopher Puylara @ \$1,875.50
Student Council Advisor, Elementary - Darlene Werner @ \$393.00
Stage & Lighting Co-Director – Sue Fegley @ \$200.00
Stage & Lighting Co-Director – Hilary Chaya @ \$400.00
Ex. Director Musical Production, High School – Laura Feligno @ \$3,708.06
Ex. Director Musical Production, Elem. – Michelle George-Mason @ \$3,885.20
Musical Director, Elem. Production – Betty Gerych @ \$3,366.00
Musical Director, High School Production – Hilary Chaya @ \$3,213.00
Drama Club Advisor, High School – Hilary Chaya @ \$247.05
Drama Club Advisor, Elem. – Michelle George-Mason @ \$254.10
Yearbook – Christopher Puylara @ \$4,327.40
Marching Band Director – Hilary Chaya @ \$1,468.95
Color Guard Advisor – Jennifer Bartlett @ \$963.90
Choral Music Director – Betty Gerych @ \$793.10
Honor Society Co-Advisor – Cathy Jordan @ \$1,858.50
Honor Society Co-Advisor – Nancy Munn @ \$1,947.00
7th Grade Co-Advisor – Hilary Chaua @ \$275.00
7th Grade Co-Advisor – Christopher Puylara @ \$288.20
8th Grade Advisor – Christopher Puylara @ \$288.20
8th Grade Advisor – Melissa Lilyea @ \$288.20
9th Grade Advisor – Jeffrey Felice @ \$721.60
9th Grade Advisor – Nancy Mann @ \$688.80
10th Grade Advisor – Nancy Munn @ \$1,009.80
10th Grade Advisor – Jeffrey Felice @ \$1,009.80
11th Grade Advisor – Nancy Munn @ \$1,731.40
11th Grade Advisor – Bernie Wegman @ \$1,731.40
12th Grade Advisor – Bernie Wegman @ \$2,065.00
12th Grade Advisor – Jennifer Bartlett @ \$2,163.70
Ski Club Co-Advisor – Bernie Wegman @ \$169.00
Ski Club Co-Advisor – Sue Fegley @ \$169.00
International Club Advisor – Sue Mitchell @ \$961.40
Peer Mediator Co-Advisor – Carlene Augustine @ \$401.63
Peer Mediator Co-Advisor – Kathy Stuck @ \$382.50
Web Master – Sue Fegley @ \$2,122.00

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Art Club Advisor – Melanie Shoebridge-Bloom @ \$1,434.30
Weightroom Coordinator – Michael Kaufman @ \$4,120.00
Varsity Club Advisor – Jeffrey Felice @ \$577.50

TABLED

PRESIDENT'S REPORT

Mr. McCann, speaking on behalf of the entire Board, stated that they are very happy to have Mrs. Zimar as Interim Superintendent.

PRESIDENT'S REPORT

Mr. Wilson asked for clarification on the remaining timetable of the Merger Study. Mr. McCann said that, on September 10, 2012, the Consultants would be presenting their findings and recommendations to the Advisory Committee who will review and discuss.

Mr. McCann mentioned that a slow-down in the voting timetable may occur after the recommendations are received, and that information needs to be disseminated to the public which has not occurred. Mr. Somerville recommended that the entire BOE meet with the RCS Merger Study Advisory Committee, and Mr. McCann recommended meeting with the SSCS BOE to talk.

ADJOURNMENT

Motion to adjourn at 8:20 p.m. made by Mr. Wilson, seconded by Mrs. Mapstone, and carried unanimously.

LEANNE B. KEEL
DISTRICT CLERK