

ROMULUS BOARD OF EDUCATION MINUTES
JULY 12, 2011

- **Claims Auditor** **Alan Corlett @ not to exceed \$4900**
- **Internal Auditor** **Management Advisory Group Per Contract(s)**

Motion to appoint the Officers listed above, and to authorize the District Clerk to administer the Oath of Office, made by Mr. Kuryla, seconded by Mrs. Asermily, and carried unanimously.

OATH OF OFFICE
ADMINISTERED TO
OFFICERS

3. OTHER APPOINTMENTS 2011-12 APPTS.

- **School Physician** **Life Care@ \$8820**
- **School Attorney** **Mark Reitz @ \$190/Hr.**
- **(Authorization for the Supt. to use an attorney that has the expertise in the area where assistance is needed)**
- **Central Treasurer, Activity Accounts** **S. Nicholson @ \$1256**
- **Alternate Treasurer, Activity Accounts** **Michael Hoose**
- **Attendance Officers** **Lynn Rhone**
- **Auditor, Activity Accounts** **Robert McCann**
- **Alternate Auditor, Activity Accounts** **Michael Hoose**
- **Hearing Officer for Fed. Meal Program** **Robert McCann**
- **Bank Courier** **James Werner**
- **Copyright Officer** **Lynn Rhone**
- **Records Management** **Leanne Keel @ \$614**
- **Recording Secretary, BOE Audit Committee** **Leanne Keel @ \$337**
- **Public Records Access Officers** **L.Keel,M.Hoose,L.Rhone**
- **Confidentiality of Computerized Info. Officer** **Michael Hoose**
- **LEA Designee** **Michael Hoose**
- **ADA Coordinator** **Michael Hoose**
- **Purchasing Agent** **Robert Boulware @ \$6000**
- **Independent Auditor** **Ray Wager Pending RFP**
- **Chemical Hygiene Officer** **Michael Hoose**
- **Title IX Coordinator** **Michael Hoose**
- **Section 504 Coordinator** **Mary Jo Shrey**

OTHER APPOINTMENTS

Motion made by Mrs. Asermily, seconded by Mr. Brandow, and carried unanimously.

ROMULUS BOARD OF EDUCATION MINUTES
JULY 12, 2011

4. DESIGNATIONS

- **Official Bank Depositories – Five Star Bank, Community Bank, N.A., M&T Bank, Savannah Bank, N.A., First Niagara Commercial Bank, J. P. Morgan Chase, Lyons National Bank**
- **Official Newspaper – FINGER LAKES TIMES**
- **BOE Committee Assignments for 2011-12
TABLED**
- **Regular monthly meeting dates/times of BOE for 2011-2012**
 - **Regular: 2nd and 4th Tuesdays, Time TBA**
 - **Summer Only: July 20, 2011; August 23, 2011**
 - **Exceptions: January 17, 2012, January 31, 2012, April 25, 2012 meetings**
 - **Special, if needed: TBA**

DESIGNATIONS

MONTHLY MEETINGS

Motion made by Mr. Brandow, seconded by Mrs. Asermily, and carried unanimously.

5. AUTHORIZATIONS **2011-12 APPTS.**

- **Payroll Certification Robert Boulware**
Alternate Payroll Certf. Michael
Hoose
- **Use of District Treasurer’s signature on all School District checks**
- **District Treasurer authorized, in an emergency, to issue RCS checks drawn on any Fund up to \$10,000.00**
- **Superintendent to apply for Grants in Aid, State and Federal**
- **Sue Nicholson, Ex. Secretary, to establish a General Petty Cash Fund of \$100.00**
- **Rebecca Elder, Director of Transportation, establishment of Bus Driver Petty Cash Fund of \$100.00**
- **Establishment of a Cafeteria Petty Cash Fund of \$100.00**
- **Establishment of startup dollars in the amount of \$200.00 for the School Lunch Program**
- **Issuance of individual checks not to exceed \$5,000.00 to re-establish credit in the postage meter, purchase of stamps for Tax Collector, etc.**
- **Superintendent and Business Manager to make budget transfers to a limit of \$10,000**
- **Superintendent to approve attendance of all Staff to conferences and workshops**

AUTHORIZATIONS

ROMULUS BOARD OF EDUCATION MINUTES
JULY 12, 2011

- **Rate to be charged for requests to copy/reproduce documents for FOIL, FERPA, etc. will be \$.50 per page or the actual direct cost involved.**

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

6. OFFICIAL UNDERTAKINGS (BONDS)

- **District Clerk @ \$1,000,000**
- **District Treasurer @ \$1,000,000**
- **District Tax Collector @ \$1,000,000**
- **Central Treasurer, Activity Accounts @ \$1,000,000**
- **Claims Auditor @ \$1,000,000**

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

BONDINGS

7. OTHER ITEMS

- **Readoption of all POLICIES and CODE OF ETHICS in effect during the previous year**
- **Establish mileage reimbursement rate for 2011-2012 at IRS reimbursement rate**
- **Establish bus mileage reimbursement rate for 2011-12 for Romulus CSD organization, club, class, group trips, including the Romulus Foundation for Educational Opportunities, @ \$2.00 per mile and \$20.00 per hour for the Bus Driver.**
- **Establish bus mileage reimbursement rate for 2011-12 for the use of a Romulus CSD bus by outside groups @ \$2.94 per mile and \$30.00 per hour for the Bus Driver.**

MISCELLANEOUS ITEMS

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

- **PUBLIC COMMENTS—No public comments were presented for the Board's attention.**

CLERK'S REPORT:

1.1M Approval of Minutes of June 28, 2011

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

1.2M Approval of Payroll for June, 2011

Motion made by Mrs. Asermily, seconded by Mr. Brandow, and carried unanimously.

SUPERINTENDENT'S REPORT:

2.1 Update

Mr. Hoose will report on the Rural Schools Conference at a later date due to his arrival shortly prior to the beginning of this BOE meeting.

ROMULUS BOARD OF EDUCATION MINUTES

JULY 1, 2011

2.2M Authorization to re-establish membership in the NYS Public High School Athletic Assoc., Inc. for the 2011-12 school year.

Motion made by Mrs. Asermily, seconded by Mr. Somerville, and carried unanimously.

2.3M Authorization to re-establish membership in the Rural Schools Program @ \$550.00 for the 2011-12 school year.

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

2.4M Authorization to make payment for all Four County School Boards' functions for any Board member or Officer, with expenses, or Administrator, with Superintendent's approval, who wishes to attend during 2011-2012.

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

2.5M Authorization of 2011-12 planned activities for the Romulus CSD Foundation for Educational Opportunities, the Alumni Association, and the Parent Teacher Community Connection (PTCC).

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

2.6RS RESOLVED THAT the Romulus Central School District Board of Education is hereby authorized to participate in a Merger Feasibility Study that will examine the advantages and disadvantages of the various District combinations among the Seneca County School Districts regarding a merger. The cost of the Study is \$12,000 (plus expenses) to be shared equally among the four School Districts.

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

BUSINESS MANAGER'S REPORT:

3.1M Authorization to establish the 2011-12 meal costs as follows: . Breakfast - Students \$1.55; Staff \$2.05 w/tax

. Lunch: Elementary students, \$2.00;

Secondary students - \$2.10

. Staff Lunch – \$3.55 w/tax

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

3.2RS WHEREAS, the Board of Education of the Romulus Central School District of New York State desires to participate in a Cooperative Bidding Program conducted by the Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties from year to year or, until this Resolution is rescinded, for the purchase of Various Commodities and/or Services; and

**RE-ESTABLISH
MEMBERSHIP IN ATHLETIC
ASSOC.**

**RE-ESTABLISH
MEMBERSHIP IN RURAL
SCHOOLS**

**FOUR COUNTY SBA
FUNCTIONS FUNDED**

**2011-12 PLANNED
ACTIVITIES FOR
FOUNDATION, PTCC AND
ALUMNI ASSOC.**

**MERGER FEASIBILITY
STUDY RESOLUTION
AUTHORIZED**

**2011-12 MEAL COSTS
ESTABLISHED**

**WFL BOCES COOPERATIVE
COMMODITIES BID
AUTHORIZED**

ROMULUS BOARD OF EDUCATION MINUTES
JULY 12, 2011

WHEREAS, the Board of Education of the Romulus Central School District of New York State is desirous of participating with the Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties in the joint bid of the commodities and/or services mentioned below as authorized by General Municipal Law, Section 119-o...; and

WHEREAS, the Board of Education of the Romulus Central School District of New York State has appointed the Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties as representative to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Board of Education of the Romulus Central School District of New York State and making recommendations thereon...;

THEREFORE, BE IT RESOLVED THAT, the Board of Education of the Romulus Central School District of New York State and the Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties hereby accepts the appointment of the Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters related above...; and

BE IT, FURTHER, RESOLVED THAT the Board of Education of the Romulus Central School District of New York State authorized the above-mentioned Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters regarding the entering into contract for the purchase of the below-mentioned commodities and/or services...; and

BE IT, FURTHER RESOLVED, THAT the Board of Education of the Romulus Central School District of New York State agrees to assume its equitable share of the costs incurred as a result of the cooperative bidding...; and

NOW, THEREFORE, BE IT RESOLVED THAT the Superintendent of Schools on behalf of the Board of Education of the Romulus Central School District of New York State hereby is authorized to participate in cooperative bidding conducted by the Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties for various commodities and/or services and if requested to furnish the Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties an estimated minimum number of units that will be purchased by the Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties. The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties is hereby

ROMULUS BOARD OF EDUCATION MINUTES
JULY 12, 2011

authorized to award cooperative bids to the bidder deemed to be the lowest responsive and responsible meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts.

Listing of intended Bids to be solicited in the name of the participants of the Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties:

. Transportation Parts; Telecommunications Network Services; First Aid Supplies & Equipment; Custodial Supplies; Printing Services; Xerographic, PC and Fine Papers; Classroom, Office Furniture (NYS Contracts Group 20915); Classroom Supplies (NYS Contract Group 23100); Athletic, Physical Education Supplies & Equipment; Office Supplies (NYS Contract Group 23000); Milk & Milk Products; NYSEG/RG&E Electricity Customer Advantage Program; Lumber and Building Materials; Bread & Bread Products; Cafeteria Paper Products; Ice Cream; Snack & Specialty Foods; Natural Gas; Electrical Supplies; Lease Purchase Agreement; Meat, Meat Products, Cheese, Frozen Foods, Canned, Packaged Foods* (*not currently in use, districts utilizing state contracts); Calculators; Batteries.

Motion made by Mrs. Asermily, seconded by Mr. Somerville, and carried unanimously.

PERSONNEL APPOINTMENT: As Recommended by Mr. Hoose

6.4A Authorization to amend retroactively the 2010-2011 salary of John Dickenson, Building Maintenance Supervisor, from \$36,624.00 to \$42,550.00.

Motion made by Mrs. Asermily, seconded by Mr. McCann. Mrs. Asermily and Mr. McCann voted yes. Mr Brandow, Mr. Kuryla, and Mr. Somerville voted no. Motion did not pass.

EXTRACURRICULAR APPOINTMENTS:

6.1RS RESOLVED THAT the Romulus Central School District Board of Education has requested the South Seneca Central School Board of Education for their approval of up to eight (8) Romulus students to play **Modified Boys' Soccer for the Fall, 2011 season;** and

WHEREAS the cost of \$185.00 per Romulus athlete playing soccer will be borne by the Romulus Central School District; and

**JOHN DICKENSON MOTION
FOR 2010-11 RETROACTIVE
SALARY**

**MODIFIED BOYS' SOCCER
SHARED WITH SOUTH
SENECA CSD APPROVED**

ROMULUS BOARD OF EDUCATION MINUTES
JULY 12, 211

WHEREAS the Romulus soccer athletes will be transported by Romulus school bus drivers to all soccer practices at South Seneca Central School, and transportation after those practices will be the responsibility of parents/athletes; and

WHEREAS the Romulus soccer athletes will be transported by their parent(s) to the South Seneca Central School so that players may be transported to all away games by South Seneca Central School and return from the games to South Seneca Central School whereby the Romulus parent(s) will transport their athletes home;

BE IT, THEREFORE, RESOLVED THAT for the Fall, 2011 soccer season only, and at no other expense to the Romulus Central School District other than that mentioned herewith, and with transportation of players as mentioned herewith, Romulus students will play soccer in a shared capacity with South Seneca Central School students.
Motion made by Mr. Somerville, seconded by Mr. Kuryla, and carried unanimously.

6.2RS RESOLVED THAT the Board of Education of the Romulus Central School ratifies the stipend between the Board of Education and **MICHAEL PANE as Athletic Director, retroactive to July 1, 2011**, for the 2011-2012 school year, a 12-month position, at a stipend amount of \$11,000.

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

6.3A Varsity Boys' Soccer – Michael Kaufman @ \$3,846

Varsity Girls' Soccer – Christopher Puylara @ \$4,230.60

Varsity Volleyball - Colleen Cook @ \$3,962

JV Girls' Soccer – Heather Higby @ \$3,213

Varsity Golf – Jim Williams @ \$2,885.30

Varsity Boys' Basketball – Michael Kaufman @

\$5,507.25

JV Boys' Basketball – Kyle Collinsworth @

\$4,345

Varsity Girls' Basketball – Damon Nicholson @

\$5,769.50

JV Girls' Basketball – Charlie Luffman @ \$4,345

Assistant Girls' Basketball – Colleen Cook –

Unpaid Assistant

Modified 7/8 Grade Girls' Basketball – Elizabeth

Montesanto @ \$2,394.70

**MICHAEL PANE ATHLETIC
DIRECTOR STIPEND
RATIFIED**

**COACHES FOR FALL &
WINTER SPORTS
AUTHORIZED**

ROMULUS BOARD OF EDUCATION MINUTES
JULY 12, 2011

Varsity Cheerleading – Jennifer Bartlett @
\$3,423.20

Co-Ed Varsity Bowling – Terry Moore @ \$2,803

Winter Track – David Ettman @ \$1,885.80

Winter Track – John Bachman @ \$1,885.80

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

**COMMITTEE ON SPECIAL EDUCATION
RECOMMENDATIONS:**

9.1A Appointment of CSE Committee Members for the 2011-12 school year as follows:

Services . Mary Jo Shrey – Director of Pupil Personnel

. Joseph Kelly – CSE Chairperson

. Steven Dolan – School Psychologist

. _____ – Special Education Teacher

. _____ – Special Education Teacher,

Alternate

. _____ – Parent Member

. _____ – Parent Member, Alternate

. Timothy Ryan – School Physician

. _____ - Regular Education Teacher of

the student

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

9.2M Authorization of the 2011-12 List of Impartial Hearing Officers certified in New York State to conduct Hearings in Seneca County.

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

**COMMITTEE ON PRE-SCHOOL SPECIAL
EDUCATION RECOMMENDATIONS:**

9.3A Appointment of CPSE Committee Members for the 2011-12 school year as follows:

Services . Mary Jo Shrey – Director of Pupil Personnel

. Mary Jo Shrey – CPSE Chairperson

. _____ - Parent Member

. _____ – Parent Member,

Alternate

. Amy Schulman – Pre-School Teacher

. _____ - Pre-School Teacher of the

Child

. Sandra Landschoot – Seneca County

Representative

**CSE COMMITTEE MEMBERS
APPOINTED**

**IMPARTIAL HEARING
OFFICERS LISTING
AUTHORIZED**

**CPSE COMMITTEE MEMBERS
APPOINTED**

ROMULUS BOARD OF EDUCATION MINUTES
JULY 12, 2011

- . Mary Jo Flynn – Seneca County Representative
- . Mary Ann Schwittick – Seneca County

Representative

- . Staff from Early Steps - ARC
- . Staff from Happiness House

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

Motion to **adjourn at 7:09 p.m.** made by Mrs. Asermily, seconded by Mr. Kuryla, and carried unanimously.

ADJOURNMENT

LEANNE B. KEEL
DISTRICT CLERK