

**ROMULUS CENTRAL SCHOOL  
5705 ROUTE 96  
ROMULUS, NEW YORK 14541**

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**BOARD OF EDUCATION  
MEETING MINUTES  
BOARD CONFERENCE ROOM**

**REORGANIZATION MEETING  
JULY 13, 2010  
6:30 P.M.**

**PRESENT:** Laurie Asermily, Susan Backlund; Sarah Everts, Ph.D, Timothy Kuryla, Robert McCann, James O. Somerville, Brian Sparrow

**OTHERS PRESENT:** Michael J. Hoose - Superintendent; Leanne B. Keel - District Clerk; Robert Boulware - Business Manager; Lynn Rhone - PK-12 Principal; Martin Rotz - Assistant Principal; Christopher Puylara - RFA President

Ms. Keel called the meeting to order at 6:30 p.m., and welcomed guests. She then administered the Oath of Office to Dr. Everts, Mr. Kuryla, and Mr. Somerville as newly elected Board of Education members.

This was followed by a request for nominations to the office of President and Vice President of the Board of Education.

**1. ELECTION OF OFFICERS**

**• President of the Board**

Mr. Sparrow was nominated by Mrs. Asermily, seconded by Dr. Everts. No other nominations were made.

Mr. Sparrow was elected with six affirmative votes. Mr. Sparrow abstained. Motion carried

**• Vice-President of the Board**

Mrs. Asermily was nominated by Mr. Kuryla, seconded by Mr. Sparrow. No other nominations were made.

Mrs. Asermily was elected with six affirmative votes. Mrs. Asermily abstained. Motion carried.

**• Administration of Oath of Office to Officers by District Clerk**

Ms. Keel administered the Oath to both Mr. Sparrow and Mrs. Asermily as Officers of the Board of Education for the 2010-2011 school year.

**OATH OF OFFICE  
ADMINISTERED TO NEW  
BOE MEMBERS**

**ELECTION OF OFFICERS**

**OATH OF OFFICE  
ADMINISTERED TO  
OFFICERS**



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- Title IX Coordinator Michael Hoose
- Section 504 Coordinator Mary Jo Shrey

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

**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
- Official Newspaper – FINGER LAKES TIMES
- BOE Committee Assignments for 2010-11 (TABLED)
- Monthly meeting dates/times of BOE for 2010-2011
  - Regular: 2nd and 4th Tuesdays, 6:30 p.m.
  - Special, if needed: 2nd and 4th Tuesdays, 6:30 p.m.

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

**5. AUTHORIZATIONS**                      **2010-11 APPTS.**

- Payroll Certification                      Robert Boulware  
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

DESIGNATIONS

MONTHLY MEETINGS

AUTHORIZATIONS

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- **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 Dr. Everts, seconded by Mrs. Asermily, and carried unanimously.**

**6. OFFICIAL UNDERTAKINGS (BONDS)**

- **District Clerk @ \$50,000**
- **District Treasurer @ \$100,000**
- **District Tax Collector @ \$150,000**
- **Central Treasurer, Activity Accounts @ \$50,000**
- **Claims Auditor @ \$50,000**

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

**7. OTHER ITEMS**

- **Readoption of all POLICIES and CODE OF ETHICS in effect during the previous year**
- **Adoption of all POLICIES and CODE OF ETHICS revamped, upgraded, or created during the 2008-2010 POLICY AUDIT through a cross-contract with Erie I BOCES (First reading February 9, 2010)**
- **Establish mileage reimbursement rate for 2010-2011 at IRS reimbursement rate**
- **Establish bus mileage reimbursement rate for 2010-11 for Romulus CSD 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 2010-11 for the use of a Romulus CSD bus by outside groups @ \$2.75 per mile and \$25.00 per hour for the Bus Driver.**

**Motion made by Dr. Everts, seconded by Mr. McCann. Five affirmative votes were cast. Mr. Somerville voted "no" and Mr. Kuryla abstained. Motion carried.**

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

**CLERK'S REPORT:**

1.1M Approval of Minutes of June 22, 2010

Motion made by Mrs. Asermily, seconded by Ms. Backlund, and carried unanimously.

1.2M Approval of Payroll for June, 2010

Motion made by Mrs. Asermily, seconded by Dr. Everts, and carried unanimously.

**BONDINGS**

**MISCELLANEOUS ITEMS**

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1.3M Discussion regarding a second July, 2010 BOE Meeting

The Board membership reviewed the need for a second July, 2010 BOE meeting and decided that it would not be held.

1.4M Authorization for the Romulus Central School Board of Education to meet one time only during the month of July, 2010. BOE meetings will resume on August 10, 2010. Motion made by Dr. Everts, seconded by Ms. Backlund, and carried unanimously.

**SUPERINTENDENT'S REPORT:**

2.1 Update – Kidsafe Year End Report; Rural Schools Conference

- Mr. Hoose reviewed this report, stating that Mrs. Steinruck, Day Care Leader, has done a great job with revenue and expenditures this past school year considering that monetary donations were fewer in number.
- At the Rural Schools Conference one of the issues was scoring changes to Grade 3-8 Math & English State tests. Mr. Hoose elaborated on Commissioner Steiner's desire to raise the "cut scores" so that the proficiency on those exams would be more accurate and meaningful. A critical letter composed by the Finger Lakes Superintendents has been sent to the Commissioner expressing their concerns, so stated Mr. Hoose.

2.2M Authorization to re-establish membership in the NYS Public High School Athletic Assoc., Inc. for the 2010-11 school year.

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

2.3M Authorization to re-establish membership in the Rural Schools Program @ \$550.00 for the 2010-11 school year. Motion made by Ms. Backlund, seconded by Mrs. Asermily, Six affirmative votes were cast, with Mr. Kuryla abstaining. Motion carried.

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 2010-11.

Motion made by Mrs. Asermily, seconded by Dr. Everts, and carried unanimously.

**AUTHORIZATION OF ONE  
JULY BOE MEETING**

**DAY CARE YEAR END  
REPORT**

**SCORING CHANGES TO  
GRADE 3-8 MATH &  
ENGLISH STATE TESTS**

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

**RE-ESTABLISH  
MEMBERSHIP IN RURAL  
SCHOOLS**

**FOUR COUNTY SBA  
FUNCTIONS FUNDED**

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2.5M Authorization of 2010-11 planned activities for the Romulus CSD Foundation for Educational Opportunities, the Alumni Association, and the Parent Teacher Community Connection (PTCC).

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

2.6M Authorization for Superintendent Michael J. Hoose, to attend the annual Rural Schools Program conference at Cooperstown, NY, July 11-13, 2010, with expenses.

Motion made by Mr. McCann, seconded by Ms. Backlund, and carried unanimously.

**BUSINESS MANAGER'S REPORT:**

3.1 Update

Mr. Boulware would like to meet the BOE Insurance Committee (membership TBA) to discuss revisions/additions to the District's Dental Insurance Plan.

3.2M Authorization to establish the 2010-11 meal costs:

- . Breakfast:
  - . Students - \$1.50
  - . Staff – \$2.00 w/tax
- . Lunch: Elementary students – \$1.90
- . Secondary students - \$2.05
- . Staff Lunch – \$3.50 w/tax

Motion made by Ms. Backlund, seconded by Dr. Everts, and carried unanimously.

3.3RS 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

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...;

**2010-2011 PLANNED  
ACTIVITIES FOR  
FOUNDATION, PTCC, &  
ALUMNI ASSOC.**

**2010-2011 MEAL COSTS  
ESTABLISHED**

**WFL BOCES  
COOPERATIVE  
COMMODITIES BID  
AUTHORIZED**

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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 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

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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 Mr. McCann, seconded by Mr. Somerville, and carried unanimously.

3.4RS WHEREAS the Board of Education of the Romulus Central School District has considered the impacts to the environment of the following Scope of Work to be completed: Repair, renovations and improvements to the Romulus Central School building including, but not limited to, asbestos abatement and clean up in the basement and crawl space areas, and other site improvements; and

WHEREAS the Board of Education has reviewed the Scope of Work presented for the Proposed Action, and has further consulted with its Architects with respect to the potential for environmental impacts resulting from the Proposed Action; and

WHEREAS the Board of Education has reviewed the Proposed Action with Respect to the Type II criteria set forth in 6 NYCRR Part 617.5(c) and concluded that the project involves routine activities of educational institutions, including maintenance or repair involving no substantial change in an existing structure or facility;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education as follows:

- The Proposed Action does not exceed thresholds established under 6 NYCRR Part 617 of the State Environmental Quality Review Act (SEQRA).
- The Board hereby determines the Proposed Action is a Type II action in accordance with the SEQRA regulations.
- No further review of the Proposed Action is required under SEQRA.
- This resolution shall be effective immediately.

Motion made by Dr. Everts, seconded by Mr. McCann, and carried unanimously.

3.5RS A regular meeting of the Board of Education of the Romulus Central School District was held at the Romulus Central School building, 5705 Route 96, Romulus, New York on the 13<sup>th</sup> day of July, 2010, at 6:30 o'clock P.M. (Prevailing Time) whereby it was moved by Mr. McCann, seconded by Mrs. Asermily, and carried unanimously, that the following resolution be adopted:

**AUTHORIZATION OF  
SEQRA TYPE II  
RESOLUTION FOR  
ASBESTOS ABATEMENT  
PROJECT**

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BE IT, THEREFORE, RESOLVED THAT the Board of Education of the Romulus Central School District authorize an **emergency Capital Project consisting of the repair, renovation and improvement of the Romulus Central School building including, but not limited to, asbestos abatement and clean up in the basement and crawl space areas, all of the foregoing to include site improvements, original furnishings, fixtures and equipment, architectural fees, and all other necessary costs incidental to such work (together, the “Project”) and to expend therefore a total sum not to exceed \$85,000 which is estimated to be the total maximum cost thereof, and to pay for the Project by using \$85,000 from the District’s undesignated fund balance.**

3.6M Authorization to transfer \$85,000 from 2009-10 Unappropriated Fund Balance to Capital Project Account Code H10 for the 2010-2011 Asbestos Abatement Project. Motion made by Dr. Everts, seconded by Mr. Kuryla, and carried unanimously.

3.7M Authorization for the 2009-10 Year End Fund A money transfers from Account #9711-700-33-1000 (Serial Bond Principal) to Account #9711-600-33-2000 (Serial Bond Interest) in the amount of \$66,000, and from Account #9060-800-33-0000 (Medical Insurance) to Account #9089-800-33-0000 (Flexible Benefits HRA Retirement Incentive). Motion made by Mr. McCann, seconded by Dr. Everts, and carried unanimously.

**PK-12 PRINCIPAL’S REPORT:**

- Update

Mrs. Rhone reviewed the 2009-10 graduation statistics indicating that 35 of 38 Seniors graduated, 23 Regents diplomas with Advanced Designation were awarded, ten Regents diplomas, one local diploma and one IEP diploma were also awarded. Graduate plans are that 11 will attend a four-year college, 16 attending a two-year college, seven were undecided as of graduation, and one will enter the military.

Mr. Rotz, Assistant Principal, compared the June, 2009 and June, 2010 Regents exam results in Math, Science, Social Studies, and Languages, stating that Romulus does extremely well in languages.

**PERSONNEL APPOINTMENT: (As Recommended by Mr. Hoose)**

6.1A Lisa Freier – Food Service Helper, a probationary appointment for a 10-month employee, effective September 7, 2010, at a salary of \$9.22 per hour for three (3) hours per day

4067

**AUTHORIZATION FOR A CAPITAL PROJECT ON ASBESTOS ABATEMENT**

**AUTHORIZATION TO FUND ASBESTOS ABATEMENT PROJECT**

**ADDITIONAL YEAR END FUND BALANCE TRANSFERS**

**GRADUATION AND REGENTS EXAM STATISTICS REVIEWED**

**LISA FREIER APPOINTED FOOD SERVICE HELPER**

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when school is in session.

Motion made by Dr. Everts, seconded by Mrs. Asermily, and carried unanimously.

6.2A Rebecca Bennett - Food Service Helper **change in work hours** from three (3) per day when school is in session to four (4) per day when school is in session due to Food Service Department reorganization, effective September 7, 2010. Salary and benefits will remain as is and per the CSEA Contract. Motion made by Ms. Backlund, seconded by Mrs. Asermily, and carried unanimously.

**REBECCA BENNETT  
AUTHORIZED  
FOR CHANGE IN WORK  
HOURS**

**EXTRACURRICULAR APPOINTMENTS:**

6.3RS 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 ten (10) Romulus students to play **Varsity football on the South Seneca Central School District football team for the Fall, 2010 season; and**

WHEREAS the cost of \$382.00 per Romulus athlete playing football will be borne by the Romulus Central School District; and

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

WHEREAS the Romulus football 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, 2010 football 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 football in a shared capacity with South Seneca Central School students.

Motion made by Dr. Everts, seconded by Mr. Somerville.

Discussion occurred about the number of RCS students currently signed up to participate on this team, its impact on RCS sports participation, and with **the BOE requesting that the Superintendent look into Modified Football and the RCS Modified Soccer program.**

Motion carried.

**SHARED FOOTBALL TEAM  
WITH SOUTH SENECA CSD  
APPROVED**

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6.4RS RESOLVED THAT the Board of Education of the Romulus Central School ratifies the salary between the Board of Education and **MICHAEL PANE as Athletic Director, retroactive to July 1, 2010**, for the 2010-2011 school year, a 12-month position at a stipend amount of \$11,000.

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

- 6.5A Varsity Boys' Soccer – Michael Kaufman @ \$3,846
- Varsity Girls' Soccer – Christopher Puylara @ \$4,230
- JV Girls' Soccer – Heather Higby @ \$3,060
- Varsity Volleyball – Lindsay Guy @ \$4,160.10
- JV Volleyball – Babette Bennett @ \$3,151
- Varsity Golf – James Williams @ \$2,754.15
- Assistant Golf – John Vincent – Unpaid Assistant
- Varsity Boys' Basketball – Michael Kaufman @ \$,5245
- JV Boys' Basketball – Kyle Collinsworth @ \$3,476
- Modified 7/8 Grade Boys' Basketball – Bob Steele @ \$1,742
- Varsity Girls' Basketball – Damon Nicholson @ \$,5,770
- JV Girls' Basketball – Charlie Luffman @ \$3,476
- Assistant Girls' Basketball – Colleen Cook An Unpaid Assistant
- Modified 7/8 Grade Girls' Basketball – Liz Montesanto @ \$2,286
- Varsity Cheerleading – Jennifer Bartlett @ \$3,278
- Co-Ed Varsity Bowling – Terry Moore @ \$2,803
- Winter Track – David Ettman @ \$1,886
- Winter Track – John Bachman @ \$1,886

Motion made by Dr. Everts, seconded by Ms. Backlund, and carried unanimously

**COMMITTEE ON SPECIAL EDUCATION  
RECOMMENDATIONS:**

9.1A Appointment of CSE Committee Members for the 2010-11 school year as follows:

- . Mary Jo Shrey – Director of Pupil Personnel Services
- . Joseph Kelly – CSE Chairperson

**MICHAEL PANE,  
ATHLETIC DIRECTOR,  
SALARY RATIFIED**

**COACHES FOR FALL &  
WINTER SPORTS  
AUTHORIZED**

**CSE COMMITTEE  
MEMBERS APPOINTED**

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- . 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 Dr. Everts, seconded by Mr. Sparrow, and carried unanimously.

9.2M Authorization of the 2010-11 List of Impartial Hearing Officers certified in New York State to conduct Hearings in Seneca County.

Motion made by Mrs. Asermily, seconded by Dr. Everts, and carried unanimously.

9.3M Approval of the recommendations as listed in the CSE Minutes of May 5, May 6, May 7, May 18, May 26, 2010, June 17, 2010, July 1, 2010

Motion made by Dr. Everts, seconded by Mr. Sparrow, and carried unanimously.

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

9.4A Appointment of CPSE Committee Members for the 2010-11 school year as follows:

- . Mary Jo Shrey – Director of Pupil Personnel Services
- . 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
- . Mary Jo Flynn – Seneca County Representative
- . Mary Ann Schwittick – Seneca County  
Representative
- . Staff from Early Steps - ARC
- . Staff from Happiness House

Motion made by Dr. Everts, seconded by Mr. Sparrow, and carried unanimously.

**IMPARTIAL HEARING  
OFFICERS AUTHORIZED**

**CPSE COMMITTEE  
MEMBERS APPOINTED**

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9.5M Approval of the recommendations as listed in the  
CPSE Minutes of: May 18, 2010

Motion made by Mrs. Asermily, seconded by Dr. Everts, and  
carried unanimously.

Motion to **adjourn at 8:00 p.m.** made by Dr. Everts, seconded  
by Mrs. Asermily, and carried unanimously.

**ADJOURNMENT**

LEANNE B. KEEL  
DISTRICT CLERK

