

**ROMULUS CENTRAL SCHOOL
ROMULUS, NY 14541**

**BOARD OF EDUCATION MEETING MINUTES
JULY 20, 2011
6:00 P.M. – BOARD CONFERENCE ROOM**

PRESENT: Robert McCann –President; Laurie Asermily – Vice President; Seth Brandow; Timothy Kuryla; James O. Somerville;

ABSENT: Susan Backlund; One vacant seat

OTHERS PRESENT: Michael J. Hoose – Superintendent; Leanne B. Keel – District Clerk; Robert J. Boulware – Business Manager; Amanda Pundt – RFA Vice-President

Mr. McCann called the meeting to order at 6:00 p.m., recited the Pledge of Allegiance, and welcomed guests.

PUBLIC COMMENTS: None

CLERK’S REPORT:

1.1M Approval of Minutes of July 12, 2011

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

1.2M Approval of Student Activities Report for June, 2011 and Year End Report for 2010-11

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

**BOE COMMITTEES
APPROVED**

1.3M Approval of the Board of Education Committees for 2011-12

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

BUSINESS MANAGER’S REPORT:

AUDIT COMMITTEE REPORT

3.1 Review Internal Audit Report for 2010-11 as prepared by Raymond G. Preusser, CPA, P.C.

Mr. Boulware explained (at 6:10 p.m.) that the former Internal Auditor, Management Advisory Group, could no longer remain as such due to a conflict of interest on State Aid reports that must be submitted to NYS and that they also had been auditing. Thus, the accounting firm of Raymond G. Preusser, CPA, P.C. was recommended to the BOE Audit Committee on March 22, 2011 and approved at that time. The following is a review of their findings and recommendations.

Mr. Boulware stated that three high risk areas were discovered because they impact processes that are critical to the operation of the District: Area 1 – Budget Transfers;

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Area 2 – Payroll Process; Area 3 – Purchasing Procedures; Other – Wire Transfers and Employee Bonding. At 6:25 p.m., he then indicated that a meeting will occur with Mr. Socola, Treasurer, to review the Auditor’s recommendations and rectify the necessary items, with a response to this Audit being sent to the NYS Office of Audit Services.

**INTERNAL AUDIT REPORT
 ACCEPTED**

3.2M Acceptance of the 2010-11 Internal Audit Report
 Motion made by Mr. Somerville, seconded by Mr. Kuryla, and carried unanimously.

SCHOOL TAX LEVY SET

3.3RS BE IT, THEREFORE, RESOLVED THAT, the Board of Education of the Romulus Central School District **adopt the SCHOOL TAX LEVY for the 2011-2012 school year at \$5,270,340 and TAX RATES for the 2011-12 school year as follows:**

- **Town of Fayette** **\$21.6136**
- **Town of Romulus** **\$19.0199**
- **Town of Varick** **\$19.0199**

THEREFORE, BE IT RESOLVED THAT, the Board of Education of the Romulus Central School District adopt the **LIBRARY TAX LEVY for the 2011-2012 school year at \$3,000 and TAX RATES for the 2011-2012 school year as follows:**

- **Town of Fayette** **\$0.0123**
- **Town of Romulus** **\$0.0108**
- **Town of Varick** **\$0.0108**

AND, BE IT RESOLVED THAT, the Board of Education of the Romulus Central School District fix the **EQUALIZATION TAX RATES BY TOWNS, and confirm the extension of the taxes as they appear on the following described tax rolls:**

	TOTAL ASSESSED VALUATIONS BY TOWNS	EQUAL.TAX RATE/TOWN	TRUE VALUE VALUATIONS BY TOWNS
Fayette	\$ 58,226,864	0.8800	\$ 66,166,891
Romulus	63,049,761	1.0000	63,049,761
Varick	147,878,847	1.0000	147,878,847

AND, IT IS FURTHER DIRECTED THAT, the **TAX WARRANT** of the Board of Education of the Romulus Central School District, duly signed, shall be affixed to the above described tax rolls authorizing the collection of said taxes to **begin September 1, 2011 and end November 30, 2011, giving the Tax Warrant an effective period of 91 days at the expiration of which time the Tax Collector shall make an accounting, in writing, to the Board of Education of the Romulus Central School District;**

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AND, IT IS FUTHER DIRECTED THAT, the **delinquent tax penalties shall be fixed as follows:**

- **No penalty** **September 1st to September 30th**
- **2% penalty** **October 1st to October 31st**
- **3% penalty** **November 1st to November 30th**
- **No taxes accepted after November 30, 2011**

And that the approval of the Board of Education of the Romulus Central School District shall be Treasurer-endorsed on the face of Fidelity Bond furnished for the Tax Collector, and that said Bond shall be filed as required by law.

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

PERSONNEL APPOINTMENTS: As Recommended by Mr. Hoose

**SUMMER MAINTENANCE
WORKERS AUTHORIZED**

6.1A Authorization of the following **Summer Maintenance Workers, retroactive to July 5, 2011 through August 26, 2011 but no later than August 31, 2011 @ \$7.25 per hour for 7-1/2 hours per day: Zoe McDonald, Jenny Tompkins**
Motion made by Mr. Kuryla, seconded by Mrs. Asermily, and carried unanimously.

**WEIGHT ROOM VOLUNTEER
APPOINTED**

6.2A Weight Room Volunteer – Bob Lapp, pending NYS Fingerprinting Clearance

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

EXECUTIVE SESSION:

Motion made by Mrs. Asermily, seconded by Mr. McCann, and carried unanimously, to enter into Executive Session at 6:45 p.m., for the purpose of discussion of specific personnel.

EXECUTIVE SESSION

**REGULAR SESSION
RECONVENED**

Motion to reconvene in regular session at 6:51 p.m. made by Mrs. Asermily, seconded by Mr. Kuryla, and carried unanimously.

ADJOURNMENT

Motion to adjourn at 6:51 p.m. made by Mrs. Asermily, seconded by Mr. Kuryla, and carried unanimously.

LEANNE B. KEEL
DISTRICT CLERK

