

**Board of Education**  
**LANCASTER CENTRAL SCHOOL DISTRICT**  
**Lancaster, New York**

**MINUTES**

April 17, 2018

Regular Session

Central Avenue School, 149 Central Avenue, Lancaster, NY

Patrick Uhteg, President

Sue Metz, Trustee

Bill Gallagher, Vice President

Glenn Jackson, Trustee

Brenda Christopher, Trustee

Mike Sage, Trustee

Kelly Depczynski, Trustee

Michael Vallely, PhD, Superintendent of Schools

Marie Perini, EdD, Asst. Superintendent for Curriculum, Instruction & Pupil Services

Jamie Phillips, Asst. Superintendent for Business & Support Services

John Armstrong, Director of Special Education

Andrew Kufel, PhD, Director of Secondary Education

Karen Marchioli, Director of Elementary Education

Michele Ziegler, Director of Instructional Technology & Accountability

District residents, staff members, students, and media representatives.

The regular meeting of the board of education was called to order at 7:00pm by President Uhteg. The pledge to the flag was recited and Mr. Uhteg asked for a moment of silence for Arlene Boardway, a principal in the district from 1973 through 1991, who passed away on March 14, 2018 and for Judy Brown, a senior clerk typist for buildings and grounds from 1990 through 2002, who passed away on April 4, 2018.

Dr. Perini, Mrs. Marchioli, Mrs. Cammarata, Dr. Kufel, Mr. Armstrong and Mrs. Ziegler spoke about programs, uses of instructional time, test scores, and supports for all students including the unique opportunities the district provides that are good for kids. The team discussed school district rankings and how some of the great opportunities provided are not part of the ranking indicators.

No correspondence was received.

MOVED by Sage SECONDED by Gallagher to accept the minutes from the regular session held on March 12, 2018, as submitted.

VOTE ON THE MOTION:           6 Ayes           0 Nays

MOTION APPROVED.

MEETING DATE

KIND

PLACE

MEMBERS PRESENT

MEMBERS EXCUSED

DISTRICT ADMINISTRATORS

OTHERS PRESENT

1.0 CALL TO ORDER

2.0 PLEDGE TO FLAG

3.0 MOMENT OF SILENCE

4.0 PRESENTATION –  
LANCASTER CENTRAL  
SCHOOL DISTRICT  
STUDENT ACHIEVEMENT

5.0 CORRESPONDENCE

6.0 APPROVAL OF MINUTES

6.1 REGULAR SESSION –  
MARCH 12, 2018

6.2 BUDGET WORK SESSION  
– MARCH 26, 2018

MOVED by Christopher SECONDED by Metz to accept the minutes from the regular session held on March 26, 2018, as submitted.

VOTE ON THE MOTION:           6 Ayes           0 Nays

MOTION APPROVED.

6.3 BUDGET WORK SESSION  
– APRIL 9, 2018

MOVED by Gallagher SECONDED by Christopher to accept the minutes from the regular session held on April 9, 2018, as submitted.

VOTE ON THE MOTION:           6 Ayes           0 Nays

MOTION APPROVED.

7.0 STAFF ORGANIZATIONS

Lancaster Administrative and Supervisory Association:

Mr. Marchioli had no items to report.

Lancaster Central Teachers Association:

Ms. Cole spoke about professionalism during state testing.

Lancaster Association of Service Personnel:

No one present to report.

Lancaster Association of Substitute Teachers:

No one present to report.

8.0 BOARD REPORTS

Mr. Sage spoke about the events he attended since the last board meeting including reading to a kindergarten class at John A. Sciole Elementary.

Mrs. Christopher spoke about the events she attended since the last board meeting including the Academy of Finance board meeting on April 17.

Mrs. Christopher distributed an article from the New York State School Boards Association about resources to support school safety.

Mr. Jackson spoke about events he attended since the last board meeting including Mr. Lancaster at the high school.

9.0 SUPERINTENDENT'S  
ADMINISTRATIVE REPORT

Dr. Vallely presented his administrative report.

No old business was discussed.

10.0 OLD BUSINESS

11.0 NEW BUSINESS

11.1 PERSONNEL ITEMS

11.1.1 PERSONNEL CHANGES

MOVED by Christopher SECONDED by Gallagher to approve the personnel changes for the period ending April 17, 2018, as submitted.

VOTE ON THE MOTION:           6 Ayes           0 Nays

MOTION APPROVED.

11.1.2 TENURE  
RECOMMENDATION

MOVED by Christopher SECONDED by Jackson to approve the teacher listed for tenure status, effective on the date as indicated. If a teacher listed is not currently working at the district but on the district's preferred eligible list (PEL), such tenure appointment will be effective on the date the teacher

returns to work for the district in a full-time non-encumbered teaching position for which he/she was recalled from the district’s PEL, as submitted.

VOTE ON THE MOTION: 6 Ayes 0 Nays

MOTION APPROVED.

MOVED by Gallagher SECONDED by Christopher to approve recommendations of the committee on special education, as submitted.

VOTE ON THE MOTION: 6 Ayes 0 Nays

MOTION APPROVED.

MOVED by Christopher SECONDED by Gallagher to approve recommendations of the committee on preschool special education, as submitted.

VOTE ON THE MOTION: 6 Ayes 0 Nays

MOTION APPROVED.

Information on the textbook, *Understanding Economics*, by Gary E. Clayton, Ph.D., was distributed to the board members for review. Consistent with past practice, the approval of this textbook will be placed on the board’s next agenda.

MOVED by Sage SECONDED by Gallagher to approve the financial reports, as submitted.

VOTE ON THE MOTION: 6 Ayes 0 Nays

MOTION APPROVED.

MOVED by Christopher SECONDED by Metz to adopt policy #5741 Drug and Alcohol Testing for School Bus Drivers and Other Safety-Sensitive Employees for inclusion in the district’s policy manual, as submitted.

VOTE ON THE MOTION: 6 Ayes 0 Nays

MOTION APPROVED.

MOVED by Jackson SECONDED by Sage to adopt policy #7320 Alcohol, Tobacco, Drugs, and Other Substances for inclusion in the district’s policy manual, as submitted.

VOTE ON THE MOTION: 6 Ayes 0 Nays

MOTION APPROVED.

11.2 EDUCATION ITEMS  
11.2.1 COMMITTEE ON  
SPECIAL EDUCATION

11.2.2 COMMITTEE ON  
PRESCHOOL SPECIAL  
EDUCATION

11.2.3 TEXTBOOK FIRST  
READING –  
UNDERSTANDING  
ECONOMICS

12.0 BUSINESS & FINANCIAL  
ITEMS  
12.1 FINANCIAL REPORTS

12.2 POLICY ADOPTION #5741  
DRUG AND ALCOHOL  
TESTING FOR SCHOOL  
BUS DRIVERS AND OTHER  
SAFETY-SENSITIVE  
EMPLOYEES

12.3 POLICY ADOPTION #7320  
ALCOHOL, TOBACCO,  
DRUGS, AND OTHER  
SUBSTANCES

Policy #7313 Suspension of Students was presented to the board for a second reading. This policy will be placed on the next board agenda for adoption.

12.4 POLICY 2<sup>ND</sup> READING  
#7313 SUSPENSION OF  
STUDENTS

Policy #7222 Diploma or Credential Options for Students with Disabilities was presented to the board for a second reading. This policy will be placed on the next board agenda for adoption.

12.5 POLICY 2<sup>ND</sup> READING  
#7222 DIPLOMA OR  
CREDENTIAL OPTIONS  
FOR STUDENTS WITH  
DISABILITIES

Policy #7550 Dignity for all Students was presented to the board for a second reading. This policy will be placed on the next board agenda for adoption.

12.6 POLICY 2<sup>ND</sup> READING  
#7550 DIGNITY FOR ALL  
STUDENTS

Policy #5670 Records Management was presented to the board for a second reading. This policy will be placed on the next board agenda for adoption.

12.7 POLICY 2<sup>ND</sup> READING  
#5670 RECORDS  
MANAGEMENT

Policy #3120 School District Standards and Guidelines for Web Page Publishing was presented to the board for a first reading. This policy will be placed on the next board agenda for a second reading.

12.8 POLICY 1<sup>ST</sup> READING  
#3120 SCHOOL DISTRICT  
STANDARDS AND  
GUIDELINES FOR WEB  
PAGE PUBLISHING

Policy #3125 Website Accessibility was presented to the board for a first reading. This policy will be placed on the next board agenda for a second reading.

12.9 POLICY 1<sup>ST</sup> READING  
#3125 WEBSITE  
ACCESSIBILITY

Policy #8260 Procedures for Filing Title I Complaints/Appeals was presented to the board for a first reading. This policy will be placed on the next board agenda for a second reading.

12.10 POLICY 1<sup>ST</sup> READING  
#8260 PROCEDURES FOR  
FILING TITLE I  
COMPLAINTS/APPEALS

Policy #6110 Code of Ethics for Board Members and All District Personnel was presented to the board for a first reading. This policy will be placed on the next board agenda for a second reading.

12.11 POLICY 1<sup>ST</sup> READING  
#6110 CODE OF ETHICS  
FOR BOARD MEMBERS  
AND ALL DISTRICT  
PERSONNEL

12.12 POLICY 1<sup>ST</sup> READING  
#5410 PURCHASING

Policy #5410 Purchasing was presented to the board for a first reading. This policy will be placed on the next board agenda for a second reading.

12.13 2018-2019 SCHOOL  
CALENDAR - AMENDED

MOVED by Sage SECONDED by Gallagher to approve the amended 2018-2019 school calendar, as submitted.

VOTE ON THE MOTION:           6 Ayes           0 Nays

MOTION APPROVED.

12.14 2018-2019 CLASSIFIED  
STAFF HOLIDAY  
SCHEDULE - AMENDED

MOVED by Gallagher SECONDED by Christopher to approve the amended 2018-2019 classified staff holiday schedule, as submitted.

VOTE ON THE MOTION:           6 Ayes           0 Nays

MOTION APPROVED.

12.15 BOCES  
ADMINISTRATIVE  
BUDGET AND BOARD  
SEATS

MOVED by Christopher SECONDED by Gallagher to approve the adoption of the BOCES administrative budget for the 2018-2019 school year, as submitted.

VOTE ON THE MOTION:           6 Ayes           0 Nays

MOTION APPROVED.

MOVED by Christopher SECONDED by Gallagher to approve cast of vote for Renee Wilson and Edward Cavan to the Board of Cooperative Educational Services, as submitted.

VOTE ON THE MOTION:           6 Ayes           0 Nays

MOTION APPROVED.

12.16 CONTRACT: ORCHARD  
PARK CSD

MOVED by Gallagher SECONDED by Metz to approve the agreement between the Lancaster Central School District and Orchard Park Central School District, as submitted.

VOTE ON THE MOTION:           6 Ayes           0 Nays

MOTION APPROVED.

12.17 CONTRACT: SWEET  
HOME CSD

MOVED by Gallagher SECONDED by Metz to approve the agreement between the Lancaster Central School District and Sweet Home Central School District, as submitted.

VOTE ON THE MOTION:           6 Ayes           0 Nays

MOTION APPROVED.

MOTION APPROVED.

12.18 CONTRACT –  
MANAGEMENT  
ADVISORY GROUP

MOVED by Christopher SECONDED by Jackson to approve the contract between the Lancaster Central School District and Management Advisory Group Special Services, Inc., as submitted.

VOTE ON THE MOTION: 6 Ayes 0 Nays  
MOTION APPROVED.

12.19 CONTRACT – C.J. BROWN ENERGY, P.C.

MOVED by Gallagher SECONDED by Sage to approve the contract between the Lancaster Central School District and C.J. Brown Energy, P.C. for commissioning services during phase 6C of the capital improvement project at the high school, as submitted.

VOTE ON THE MOTION: 6 Ayes 0 Nays  
MOTION APPROVED.

12.20 BID AWARD: REFUSE AND RECYCLING

MOVED by Christopher SECONDED by Gallagher to approve the recommended bid for refuse and recycling to Republic Waste/Services for the 2018-2019 school year, as submitted.

VOTE ON THE MOTION: 6 Ayes 0 Nays  
MOTION APPROVED.

12.21 TAX ASSESSMENT CHALLENGE SETTLEMENT – RITE AID CORPORATION

MOVED by Gallagher SECONDED by Jackson to approve the Settlement Agreement and Proposed Order, authorize the attorney for the district to execute the said agreement, and authorize the superintendent to transfer up to \$3,500.00 from the tax certiorari reserve fund to refund the taxpayer, as submitted.

VOTE ON THE MOTION: 6 Ayes 0 Nays  
MOTION APPROVED.

12.22 FOOD SERVICE DEPARTMENT OPERATING SYSTEM REPORTS – FEBRUARY 2018

MOVED by Metz SECONDED by Gallagher to approve the food service department operating system reports for February 2018, as submitted.

VOTE ON THE MOTION: 6 Ayes 0 Nays  
MOTION APPROVED.

12.23 SURPLUS EQUIPMENT

MOVED by Sage SECONDED by Gallagher to declare the attached listings of equipment as surplus and prepare for disposal according to board policy #5250, as submitted.

VOTE ON THE MOTION: 6 Ayes 0 Nays  
MOTION APPROVED.

12.24 ACCEPT AUCTION RESULTS

MOVED by Sage SECONDED by Christopher to approve the results of the auction for equipment that was previously surplus by the board of education, as submitted.

VOTE ON THE MOTION: 6 Ayes 0 Nays  
MOTION APPROVED.

MOVED by Gallagher SECONDED by Jackson to approve change orders CO-00006 for phase 5, CO-00015, CO-00008, and CO-00007 for phase 6C, as submitted.

VOTE ON THE MOTION:                    6 Ayes        0 Nays

MOTION APPROVED.

MOVED by Sage SECONDED by Gallagher to approve the following:  
WHEREAS, the Board of Education (the “Board”) of the Lancaster Central School District (the "District") has considered whether the alterations, renovations and improvements to the District’s buildings and facilities, as described in the Scope of Work attached to this resolution as Exhibit A (collectively referred to as the “Proposed Action”), individually and collectively constitute a Type II action within the meaning of the New York State Environmental Quality Review Act, constituting Article 8 of the New York Environmental Conservation Law, and the regulations of the New York State Department of Environmental Conservation promulgated thereunder (6 N.Y.C.R.R. 617.1 et seq., including, in particular, 6 N.Y.C.R.R. Section 617.5) and any applicable regulations of the New York State Commissioner of Education (collectively, "SEQRA"); and

WHEREAS, the Board has considered the advice of its architect and counsel concerning the Proposed Action and its status under SEQRA, given the nature and extent of the work to be performed; and

WHEREAS, because the Board finds the Proposed Action involves the replacement, rehabilitation and reconstruction of structures and improvements in kind and does not involve any substantial changes in existing structures, such actions individually and collectively qualify as a Type II Action under SEQRA and are therefore exempt from any further action under SEQRA;

NOW THEREFORE; BE IT RESOLVED, by the Board of Education of the Lancaster Central School District as follows:

1. It is hereby determined that the alterations, renovations and improvements and other actions included within the Proposed Action, individually and cumulatively, do not exceed the thresholds established under 6 N.Y.C.R.R. Section 617.5 and as such the Proposed Action constitutes a Type II action under SEQRA.

2. No further review of the Proposed Action is required under SEQRA.

3. This resolution shall be effective immediately.

The capital outlay 2019 project scope consists of renovations at the Court Street Elementary School building. Work will include removal of the existing interior vestibule doors at the main entrance. The existing doors are

original to the building, are not insulated, and do not provide the ability to lock or secure the building. Replacement aluminum doors and frames will be provided with integral laminated glazing. This project will also involve providing new security cameras, connections to the building access control system, card swipe access, door buzzer control, and security glazing film. Minor patching, painting, and trim work will be involved adjacent to the areas of construction.

VOTE ON THE MOTION:           6 Ayes           0 Nays  
MOTION APPROVED.

12.27 2018-2019 BUDGET PROPOSAL

MOVED by Sage SECONDED by Jackson to adopt the proposed 2018-2019 budget, as submitted.

VOTE ON THE MOTION:           6 Ayes           0 Nays  
MOTION APPROVED.

12.28 PROPERTY TAX REPORT CARD

MOVED by Sage SECONDED by Gallagher to approve the Property Tax Report Card, as submitted.

VOTE ON THE MOTION:           6 Ayes           0 Nays  
MOTION APPROVED.

13.0 PUBLIC HEARING

No one addressed the aboard at this time.

14.0 FUTURE PRESENTATIONS

No presentations are currently being planned.

15.0 EXECUTIVE SESSION

At 8:21pm MOVED by Gallagher SECONDED by Sage to move to executive session to discuss a personnel issue.

VOTE ON THE MOTION:           6 Ayes           0 Nays  
MOTION APPROVED.

At 8:49pm MOVED by Gallagher SECONDED by Metz to reconvene regular session.

VOTE ON THE MOTION:           6 Ayes           0 Nays  
MOTION APPROVED.

16.0 ADJOURNMENT

At 8:50pm MOVED by Metz SECONDED by Sage to adjourn the regular session.

VOTE ON THE MOTION:           6 Ayes           0 Nays  
MOTION APPROVED.