

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

**MINUTES**

December 4, 2017

Regular Session

Lancaster High School, One Forton Drive, 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  
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 individual reflection and for Beverly Lubi, an account clerk typist from 1967 to 1989, who passed away on November 29, 2017.

Mr. Marchioli welcomed everyone and escorted the board members to the media center. Mrs. Jill Santoro, technology mentor, and students demonstrated zSpace, a virtual reality learning experience.

No correspondence was received.

MOVED by Sage SECONDED by Depczynski to accept the minutes from the regular session held on October 2, 2017, as submitted.

VOTE ON THE MOTION:           7 Ayes           0 Nays

MOTION APPROVED.

Lancaster Administrative and Supervisory Association:

      Mrs. Adamec wished everyone a happy holiday season and thanked students for decorating.

Lancaster Central Teachers Association:

**MEETING DATE**

**KIND**

**PLACE**

**MEMBERS PRESENT**

**DISTRICT ADMINISTRATORS**

**OTHERS PRESENT**

**1.0 CALL TO ORDER**

**2.0 PLEDGE TO FLAG**

**3.0 MOMENT OF SILENCE**

**4.0 PRESENTATIONS**

**4.1 THE ZSPACE  
EXPERIENCE**

**5.0 CORRESPONDENCE**

**6.0 APPROVAL OF MINUTES**

**6.1 REGULAR SESSION –  
NOVEMBER 6, 2017**

**7.0 STAFF ORGANIZATIONS**

Mr. Kirsch congratulated the varsity football team for their accomplishments this season and spoke about LCTA fund raisers and special events that took place in the district.

Lancaster Association of Service Personnel:

No one present to report.

Lancaster Association of Substitute Teachers:

No one present to report.

Mrs. Christopher congratulated the varsity football team for their accomplishments this season.

Mr. Gallagher attended the following events:

- STEAMfest
- Varsity football game
- 4<sup>th</sup> grade jazz, wind, and girls chorus concert.

Mr. Jackson spoke about parent teacher conferences.

Mr. Uhteg congratulated the varsity football team for their accomplishments this season.

Dr. Valley presented his administrative report.

No old business was discussed.

MOVED by Sage SECONDED by Gallagher to approve the personnel changes for the period ending December 4, 2017, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

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

VOTE ON THE MOTION: 7 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: 7 Ayes 0 Nays

MOTION APPROVED.

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

VOTE ON THE MOTION: 7 Ayes 0 Nays

**8.0 BOARD REPORTS**

**9.0 SUPERINTENDENT'S ADMINISTRATIVE REPORT**

**10.0 OLD BUSINESS**

**11.0 NEW BUSINESS**

**11.1 PERSONNEL ITEMS**

**11.1.1 PERSONNEL CHANGES**

**11.2 EDUCATION ITEMS**

**11.2.1 COMMITTEE ON SPECIAL EDUCATION**

**11.2.2 COMMITTEE ON PRESCHOOL SPECIAL EDUCATION**

**12.0 BUSINESS & FINANCIAL ITEMS**

**12.1 FINANCIAL REPORTS**

MOVED by Christopher SECONDED by Depczynski to adopt policy #7240 Student Records: Access and Challenge for inclusion in the district's policy manual, as submitted.

VOTE ON THE MOTION:                    7 Ayes            0 Nays  
MOTION APPROVED.

Policy #5640 – Smoking/Tobacco Use was presented to the board for a second reading. This policy will be placed on the next board agenda for adoption.

Policy #7320 – Alcohol, Tobacco, Drugs, and other Substances was presented to the board for a second reading. This policy will be placed on the next board agenda for adoption.

Policy #7520 – Accidents and Medical Emergencies was presented to the board for a second reading. This policy will be placed on the next board agenda for adoption.

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

Policy #5660 – School Food Service Program (Lunch and Breakfast) was presented to the board for a second reading. This policy will be placed on the next board agenda for adoption.

Policy #7670 – Due Process Complaints; Selection and Board Appointment of Impartial Hearing Officers was presented to the board for a second reading. This policy will be placed on the next board agenda for adoption.

12.2 POLICY ADOPTION  
#7240 STUDENT  
RECORDS: ACCESS AND  
CHALLENGE

12.3 POLICY 2<sup>ND</sup> READING  
#5640  
SMOKING/TOBACCO  
USE

12.4 POLICY 2<sup>ND</sup> READING  
#7320 ALCOHOL,  
TOBACCO, DRUGS, AND  
OTHER SUBSTANCES

12.5 POLICY 2<sup>ND</sup> READING  
#7520 ACCIDENTS AND  
MEDICAL  
EMERGENCIES

12.6 POLICY 2<sup>ND</sup> READING  
#3125 WEBSITE  
ACCESSIBILITY

12.7 POLICY 2<sup>ND</sup> READING  
#5660 SCHOOL FOOD  
SERVICE PROGRAM  
(LUNCH AND  
BREAKFAST)

12.8 POLICY 2<sup>ND</sup> READING  
#7670 DUE PROCESS  
COMPLAINTS;  
SELECTION AND BOARD  
APPOINTMENT OF  
IMPARTIAL HEARING  
OFFICERS

12.9 CONTRACT: PETER  
GONCIARZ

MOVED by Gallagher SECONDED by Christopher to approve the agreement between the Lancaster Central School District and Peter Gonciarz for total cost not to exceed \$2,575.00, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

12.10 CONTRACT: DR. SARAH MEREDITH

MOVED by Depczynski SECONDED by Gallagher to approve the agreement between the Lancaster Central School District and Dr. Sarah Meredith for a total cost not to exceed \$9,720.00, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

12.11 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: 7 Ayes 0 Nays

MOTION APPROVED.

12.12 CONSTRUCTION CHANGE ORDERS

MOVED by Gallagher SECONDED by Sage to approve change orders CO-00008, CO-00009, CO-00010 and CO-00011 for Phase 5; CO-00001, CO-00002, and CO-00003 for Phase 6C; and CO-00009, CO-00010, CO-00011, and CO-00012 for Phase 6D/7A, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

12.13 DONATION ACCEPTANCE – LANCASTER EDUCATIONAL & ALUMNI FOUNDATION INC.

MOVED by Gallagher SECONDED by Sage to approve the acceptance of the donation from the Lancaster Educational and Alumni Foundation Inc. in the amount of \$5,174.29 to fund 2017-2018 mini-grants, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

12.14 FOOD SERVICE DEPARTMENT OPERATING SYSTEM REPORTS – OCTOBER 2017

MOVED by Depczynski SECONDED by Gallagher to approve the food service department operating system reports for October 2017, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

12.15 APPROVE SHARED SERVICES AGREEMENT – GIRLS VARSITY ICE HOCKEY

MOVED by Sage SECONDED by Depczynski to approve the shared services agreement between Lancaster, Iroquois, and Depew for the 2017-2018 combined Girls Varsity Ice Hockey Team, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOVED by Christopher SECONDED by Gallagher to approve the 2017-2018 Districtwide Safety Plan, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

12.16 DISTRICTWIDE-SAFETY PLAN

MOVED by Gallagher SECONDED by Depczynski 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 \$3,050.00 from the tax certiorari reserve fund to refund the taxpayer, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

12.17 TAX ASSESSMENT CHALLENGE SETTLEMENT – 4893 TRANSIT ROAD, LLC

Mr. Rick Foley, 40 Deerpath Drive, spoke about the frequency of the *Your Lancaster Schools* newsletter and communicating with the public.

Mr. Uhteg noted the date of the next board meeting.

At 7:53pm MOVED by Sage SECONDED by Gallagher to move to executive session to discuss the superintendent’s mid-year evaluation.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

13.0 PUBLIC HEARING

14.0 FUTURE PRESENTATIONS

15.0 EXECUTIVE SESSION

At 8:13pm MOVED by Metz SECONDED by Sage to reconvene regular session.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

At 8:14pm MOVED by Christopher SECONDED by Depczynski to adjourn the regular session.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

16.0 ADJOURNMENT