

Board of Education
LANCASTER CENTRAL SCHOOL DISTRICT
Lancaster, New York

MINUTES

May 7, 2018

Regular Session

Lancaster High School, One Forton Drive, Lancaster, NY - Auditorium

Patrick Uhteg, President

Bill Gallagher, Vice President

Brenda Christopher, Trustee

Kelly Depczynski, Trustee

Sue Metz, Trustee

Glenn Jackson, Trustee

Mike Sage, 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

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 7:50pm by President Uhteg. The pledge to the flag was recited and Mr. Uhteg asked for a moment of silent reflection.

There were no presentations.

No correspondence was received.

MOVED by Gallagher SECONDED by Sage to accept the minutes from the regular session held on April 17, 2018, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

Lancaster Administrative and Supervisory Association:

Mrs. Adamec thanked the board for a responsible budget, thanked teachers for all the work they do and recognized them during National Teacher Appreciation Week. Mrs. Adamec also wished everyone a Happy Mother's Day.

Lancaster Central Teachers Association:

Mr. Przykuta proudly supported the budget and candidates Jill Simme Fecher and Shannon Cohen. Mr. Przykuta asked everyone to exercise their right to vote.

Lancaster Association of Service Personnel:

No one present to report.

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

5.0 CORRESPONDENCE

6.0 APPROVAL OF MINUTES

6.1 REGULAR SESSION –
APRIL 17, 2018

7.0 STAFF ORGANIZATIONS

Lancaster Association of Substitute Teachers:

No one present to report.

Mrs. Depczynski congratulated Mrs. Christopher for receiving the 2017-2018 Diana R. Miller Service to Education Award and asked for board members to attend the Erie County Association of School Boards annual dinner meeting.

Mr. Gallagher spoke about the events he attended since the last board meeting including musical programs and reading to the students at John A. Sciole Elementary.

Mrs. Christopher read a passage about teachers and thanked them for making a difference in the lives of their students.

Mr. Jackson acknowledged teacher appreciation week and spoke about the father daughter dance he attended.

Mr. Sage spoke about the events he attended since the last board meeting including the health insurance committee meeting, dinner mystery theatre, and several sporting events. Mr. Sage spoke about his appreciation for teachers.

Mr. Uhteg acknowledged all of the events occurring throughout the district and acknowledged faculty and staff.

Dr. Vallely presented his administrative report.

The board members discussed one of their goals of seeking out a service project as a team and decided to participate in the village beautification project on May 19, 2018.

MOVED by Metz SECONDED by Depczynski to approve the personnel changes for the period ending May 7, 2018, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

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

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

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

MOVED by Christopher SECONDED by Depczynski 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 textbook, *Understanding Economics*, by Gary E. Clayton, Ph.D., as submitted.

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

Information on the textbook, *Collections 7 (Anthology)*, by Houghton Mifflin Harcourt, 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.

Information on the textbook, *Collections 8 (Anthology)*, by Houghton Mifflin Harcourt, 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.

Information on the textbook, *Introduction to Hospitality 7th Edition*, by John R. Walker, 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.

Information on the textbook, *Themes AP French Language and Culture*, by Genevieve Delfosse, Eliane Kurbegov, and Parthena Draggett, 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 Jackson to approve the financial reports, as submitted.

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

11.2.3 TEXTBOOK APPROVAL – UNDERSTANDING ECONOMICS

11.2.4 TEXTBOOK FIRST READING – COLLECTIONS 7 (ANTHOLOGY)

11.2.5 TEXTBOOK FIRST READING – COLLECTIONS 8 (ANTHOLOGY)

11.2.6 TEXTBOOK FIRST READING – INTRODUCTION TO HOSPITALITY 7th EDITION

11.2.7 TEXTBOOK FIRST READING – THEMES AP FRENCH LANGUAGE AND CULTURE

12.0 BUSINESS & FINANCIAL ITEMS

12.1 FINANCIAL REPORTS

12.2 POLICY ADOPTION #7313 SUSPENSION OF STUDENTS

MOVED by Gallagher SECONDED by Sage to adopt policy #7313 Suspension of Students for inclusion in the district’s policy manual, as submitted.

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

12.3 POLICY ADOPTION #7222
DIPLOMA OR
CREDENTIAL OPTIONS
FOR STUDENTS WITH
DISABILITIES

MOVED by Gallagher SECONDED by Sage to adopt policy #7222 Diploma or Credential Options for Students with Disabilities for inclusion in the district’s policy manual, as submitted.

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

12.4 POLICY ADOPTION #7550
DIGNITY FOR ALL
STUDENTS

MOVED by Gallagher SECONDED by Sage to adopt policy #7550 Dignity for all Students for inclusion in the district’s policy manual, as submitted.

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

12.5 POLICY ADOPTION #5670
RECORDS MANAGEMENT

MOVED by Gallagher SECONDED by Sage to adopt policy #5670 Records Management for inclusion in the district’s policy manual, as submitted.

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

12.6 POLICY 2ND READING
#3120 SCHOOL DISTRICT
STANDARDS AND
GUIDELINES FOR WEB
PAGE PUBLISHING

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

12.7 POLICY 2ND READING
#3125 WEBSITE
ACCESSIBILITY

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.

12.8 POLICY 2ND READING
#8260 TITLE I PARENT
AND FAMILY
ENGAGEMENT

Policy #8260 Title I Parent and Family Engagement was presented to the board for a second reading. This policy will be placed on the next board agenda for adoption.

12.9 POLICY 2ND READING
#6110 CODE OF ETHICS
FOR BOARD MEMBERS
AND ALL DISTRICT
PERSONNEL

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

12.10 POLICY 2ND READING #5410 PURCHASING

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

12.11 SURPLUS EQUIPMENT

MOVED by Sage SECONDED by Depczynski 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 CONTRACT – PSA HEALTHCARE

MOVED by Gallagher SECONDED by Metz to approve the contract between the Lancaster Central School District and PSA Healthcare, as submitted.

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

12.13 CONTRACT – OCCUSTAR, INC.

MOVED by Christopher SECONDED by Gallagher to approve the contract extension between the Lancaster Central School District and Occustar, Inc. as the District’s physician for employees and accept their fee proposal for the 2018-2019 school year, as submitted.

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

12.14 CONTRACT – BOTTLING GROUP, LLC

MOVED by Christopher SECONDED by Metz to approve the renewal agreement between the Lancaster Central School District and bottling Group, LLC (Pepsi) for student vending, as submitted.

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

12.15 CONTRACT – P & A ADMINISTRATIVE SERVICES, INC.

MOVED by Gallagher SECONDED by Jackson to approve the plan document and plan summary for administration of the district’s 105h and flex plans by P & A Administrative Services, Inc., as submitted.

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

12.16 DENTAL AND VISION SUMMARY PLAN DOCUMENT

MOVED by Christopher SECONDED by Metz to approve the updated summary plan description for the district’s dental and vision plan administered through Dental Pay, as submitted.

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

12.17 DESIGNATE
DEPOSITORY – BANK ON
BUFFALO

MOVED by Sage SECONDED by Jackson to approve the bank account, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

12.18 FOOD SERVICE
DEPARTMENT
OPERATING SYSTEM
REPORTS – MARCH 2018

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

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

12.19 CONTRACT: BUFFALO
CITY SD

MOVED by Christopher SECONDED by Gallagher to approve the agreement between the Lancaster Central School District and Buffalo City School District, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

12.20 TAX ASSESSMENT
CHALLENGE
SETTLEMENT –
TRANSIT FRENCH
ASSOCIATES

MOVED by Christopher 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 \$30,500.00 from the tax certiorari reserve fund to refund the taxpayer, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

12.21 TAX ASSESSMENT
CHALLENGE
SETTLEMENT –
BHAVANI GROUP, INC.

MOVED by Depczynski SECONDED by Jackson to approve the Settlement Agreement and Proposed Order and authorize the attorney for the district to execute the said agreement, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

12.22 UNEMPLOYMENT
RESERVE LIQUIDATION
AND DEBT PREMIUM
PAYDOWN
AUTHORIZATION

MOVED by Sage SECONDED by Depczynski to approve the unemployment reserve liquidation and the debt premium paydown, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

BOARD OF EDUCATION MEETING – May 7, 2018

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 8:16pm MOVED by Depczynski SECONDED by Gallagher to move to executive session to discuss the current employment of a certain individual.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

At 9:26pm MOVED by Sage SECONDED by Gallagher to reconvene regular session.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

16.0 ADJOURNMENT

At 9:27pm MOVED by Metz SECONDED by Sage to adjourn the regular session.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

Sandra A. Janik, District Clerk