

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

**MINUTES**

January 14, 2013

Regular Session

Hillview Elementary School, 11 Pleasantview Drive, Lancaster

Kenneth Graber Esq., President  
Marie MacKay, Vice President  
Brenda Christopher, Trustee

Kimberly Nowak, Trustee  
Robert Szatkowski, Trustee  
Patrick Uhteg, Trustee

Wendy Buchert, Trustee

Edward J. Myszka, Superintendent of Schools

Michael Vallely, PhD, Asst. Superintendent for Curriculum, Instruction &  
Pupil Services

Jamie Phillips, Assistant Superintendent for Business & Support Services

John Armstrong, Director of Special Education

Karen Marchioli, Director of Elementary Education

Marie Perini, EdD, Director of Secondary 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 Graber. The pledge to the flag was recited and Mr. Graber asked for a moment of silent reflection for Mr. Thomas Muhlbauer, Sr., husband of special education teacher Deborah Muhlbauer, who passed away on December 25, 2012; former student, Timothy Grucella, who passed away on January 9; Joseph Buchert, husband of board member Wendy, who is recovering from an illness; Stan Keysa, husband of school nurse Marietta Keysa, who is recovering from an illness; and Loretta Quenneville, a retired Lancaster High School English teacher, who passed away on January 9, 2013.

Special education teachers, Mrs. Teresa Fancher and Mrs. Krystal Murtha, presented information to the board regarding the Orton Gillingham Method for Reading.

Mr. David Zalenski, 17 Lake Forest Parkway, spoke about the bond issue.

Copies of letters from Ryan White, Esq., Harris Beach PLLC, dated December 19, December 21, 2012, and January 8, 2013 were distributed to the board as information.

**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 **PRESENTATIONS**
- 4.1 **ORTON GILLINGHAM  
METHOD FOR READING –  
MRS. TERESA FANCHER  
AND MRS. KRISTEL  
MURTHA**

**5.0 PUBLIC HEARING**

- 6.0 **CORRESPONDENCE**
- 6.1 - 6.4 **LETTERS FROM  
HARRIS BEACH**

A letter from the Erie-Niagara School Superintendent’s Association, dated January 3, 2013, was distributed to the board as information.

6.5 LETTER FROM E-NSSA

A letter from the Lancaster Administrative and Supervisory Association, dated January 4, 2013, was distributed to the board as information.

6.6 LETTER FROM  
LANCASTER  
ADMINISTRATIVE AND  
SUPERVISORY  
ASSOCIATION

MOVED by Christopher SECONDED by Uhteg to accept the minutes from the special session held on December 5, 2012, as submitted.

VOTE ON THE MOTION:           6 Ayes           0 Nays

MOTION APPROVED.

7.0 APPROVAL OF MINUTES

7.1 SPECIAL SESSION  
MEETING MINUTES

MOVED by MacKay SECONDED by Christopher to accept the minutes from the regular session held on December 10, 2012, as submitted.

VOTE ON THE MOTION:           6 Ayes           0 Nays

MOTION APPROVED.

7.2 REGULAR SESSION  
MEETING MINUTES

Lancaster Administrative and Supervisory Association:

    Mrs. Knauth had no items to report.

Lancaster Central Teachers Association:

    Mr. Eric Przykuta, president, noted that the LCTA is looking forward to finishing the year strong.

Lancaster Association of Service Personnel:

    Mrs. Kimberly Glauser, president, had no items to report.

Lancaster Association of Substitute Teachers:

    No one present to report.

8.0 STAFF ORGANIZATIONS

Mr. Graber spoke about events he attended since the last board meeting.

9.0 BOARD REPORTS

Mr. Myszka presented his administrative report and announced his retirement effective June 30, 2013.

10.0 SUPERINTENDENT’S  
ADMINISTRATIVE  
REPORT

No old business was discussed.

11.0 OLD BUSINESS

MOVED by MacKay SECONDED by Nowak to approve the personnel changes with the addendum for the period ending January 14, 2013, as submitted.

VOTE ON THE MOTION:           6 Ayes           0 Nays

MOTION APPROVED.

12.0 NEW BUSINESS

12.1 PERSONNEL ITEMS

12.11 PERSONNEL CHANGES

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

VOTE ON THE MOTION:           6 Ayes           0 Nays

MOTION APPROVED.

12.2 EDUCATION ITEMS

12.21 COMMITTEE ON  
SPECIAL EDUCATION

12.22 COMMITTEE ON PRE-SCHOOL SPECIAL EDUCATION

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

VOTE ON THE MOTION: 6 Ayes 0 Nays

MOTION APPROVED.

13.0 BUSINESS & FINANCIAL ITEMS

13.11 FINANCIAL REPORTS APPROVED

MOVED by Szatkowski SECONDED by Uhteg to approve the financial reports, as submitted.

VOTE ON THE MOTION: 6 Ayes 0 Nays

MOTION APPROVED.

13.12 – 13.17 POLICY UPDATES – ADOPTION #7631, #6130, #7513, #7320, 2<sup>ND</sup> READING #7640, 1<sup>ST</sup> READING #7222

MOVED by MacKay SECONDED by Christopher to adopt policy #7631 Appointment of Committee on Special Education Members, #6130 Evaluation of Personnel, #7513 Administration of Medication, #7320 Alcohol, Tobacco, Drugs and Other Substances (Students) for inclusion in the district’s policy manual, as submitted.

VOTE ON THE MOTION: 6 Ayes 0 Nays

MOTION APPROVED.

Policy #7640 Student IEP: Development and Provision was distributed to the board for a second reading and policy #7222 Credential Options for Students with Disabilities was distributed to the board for a first reading.

13.18 - 20 CONTRACTS: ALDEN CSD, EAST AURORA UFSD, AND FRONTIER CSD

MOVED by Christopher SECONDED by Uhteg to approve the contracts between the district and Alden Central School District, East Aurora Union Free School District, and Frontier Central School District for health and welfare services provided during the 2012-2013 school year, as submitted.

VOTE ON THE MOTION: 6 Ayes 0 Nays

MOTION APPROVED.

13.21 FOOD SERVICE OPERATING REPORT

MOVED by MacKay SECONDED by Nowak to approve food service operating system reports for November 2012, as submitted.

VOTE ON THE MOTION: 6 Ayes 0 Nays

MOTION APPROVED.

13.22 DECLARE EQUIPMENT SURPLUS

MOVED by Szatkowski SECONDED by Nowak to declare the attached listing of equipment as surplus and prepare for disposal, as submitted.

VOTE ON THE MOTION: 6 Ayes 0 Nays

MOTION APPROVED.

14.0 PUBLIC HEARING

Mr. Lee Chowanec, 93 Northwood Drive, addressed the board regarding Mr. Myszka’s announcement, the budget, and tax assessments.

15.0 FUTURE PRESENTATIONS

Mr. Graber announced future presentations and the next board meeting.

16.0 ADJOURNMENT

At 7:58pm MOVED by Christopher SECONDED by Uhteg to adjourn the regular session.

VOTE ON THE MOTION:                   6 Ayes                   0 Nays

MOTION APPROVED.

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Sandra A. Janik, District Clerk