

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

MINUTES

March 11, 2013

Regular Session

Lancaster Middle School, 148 Aurora Street, Lancaster

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

Kimberly Nowak, Trustee
Robert Szatkowski, Trustee
Patrick Uhteg, 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 Peter Kamien, a counselor in the district from 1975 through 2002, who passed away on February 26, 2013; Mona Elser, a cleaner in the district from 1965 through 2000, who passed away on February 26, 2013; and Katherine Cretekos, an English teacher in the district from 1965 through 1986, who passed away this week.

Dr. Perini and Mr. Graber presented Jason Maybach with a certificate in honor of him being selected to the Business First 2013 All-Western New York Academic Team.

Mrs. Amanda Karnath, director of Carousel Academy, Lancaster's prekindergarten provider, presented information to the board members regarding using iPads as instructional tools with prekindergarteners. Kym Harris, Dana Bulera, Sarah Thomas, and Kristina DeAngelis, teachers in the program assisted with the presentation.

Census information was submitted to the board for review and discussion. Dr. Vallely reported on declining enrollment.

Mr. Brian Wild, athletic director, presented information to the board members regarding the district's implementation of the concussion policy.

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 **BUSINESS FIRST'S 2013
ALL-WESTERN NEW
YORK ACADEMIC TEAM**

- 4.2 **UPK IPAD USE**

- 4.3 **CENSUS PRESENTATION**

- 4.4 **CONCUSSION UPDATE**

5.0 PUBLIC HEARING

Karen Walkowiak, 36 Apple Blossom, spoke to the board about district boundaries.

Mr. William Janiga, 56 Pheasant Run Lane, spoke to the board about declining enrollment versus declining expenses.

Kelly Gilray, 61 Avian Way, spoke to the board about the length of time students spend on the bus.

A letter from Nancy Carlino, dated January 31, 2013, was distributed to the board as information.

6.0 CORRESPONDENCE
6.1 LETTER FROM NANCY CARLINO

A letter from J. Ryan White, Esq., of Harris Beach PLLC, dated February 8, 2013 was distributed to the board as information.

6.2 LETTER FROM J. RYAN WHITE OF HARRIS BEACH

A letter from J. Ryan White, Esq., of Harris Beach PLLC, dated February 21, 2013 was distributed to the board as information.

6.3 LETTER FROM J. RYAN WHITE OF HARRIS BEACH

A letter from Wayne Schlifke, dated February 26, 2013, was distributed to the board as information.

6.4 LETTER FROM WAYNE SCHLIFKE

A letter from Raymond Carr, dated February 16, 2013, was distributed to the board as information.

6.5 LETTER FROM RAYMOND CARR

MOVED by Buchert SECONDED by Szatkowski to accept the minutes from the regular session held on February 11, 2013, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

7.0 APPROVAL OF MINUTES
7.1 REGULAR SESSION MEETING MINUTES

MOVED by Buchert SECONDED by MacKay to accept the minutes from the budget work session held on February 25, 2013, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

7.2 BUDGET WORK SESSION MEETING MINUTES

Lancaster Administrative and Supervisory Association:

Mr. Cesar Marchioli, principal of the high school, had no items to report.

Lancaster Central Teachers Association:

Mrs. Lynn Fisher, vice president, had no items to report.

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

9.0 BOARD REPORTS

Mrs. Buchert, Mrs. MacKay, and Mr. Graber, spoke about events they attended since the last board meeting.

Mr. Myszka presented his administrative report.

The budget work session for April 8 was rescheduled to April 11, 2013 at 6:30pm.

MOVED by Buchert SECONDED by Uhteg to approve the personnel changes with the addendum for the period ending March 11, 2013, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

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

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

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

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

MOVED by Christopher SECONDED by Buchert to approve the textbook, *My World History Early Ages*, by Frank Karpel and Kathleen Krull, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

MOVED by Buchert SECONDED by MacKay to approve the financial reports, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

10.0 SUPERINTENDENT'S ADMINISTRATIVE REPORT

11.0 OLD BUSINESS

12.0 NEW BUSINESS

12.1 PERSONNEL ITEMS

12.11 PERSONNEL CHANGES

12.2 EDUCATION ITEMS

12.21 COMMITTEE ON SPECIAL EDUCATION

12.22 COMMITTEE ON PRE-SCHOOL SPECIAL EDUCATION

12.23 TEXTBOOK APPROVAL MY WORLD HISTORY EARLY AGES

13.0 BUSINESS & FINANCIAL ITEMS

13.11 FINANCIAL REPORTS APPROVED

13.12 – 13.19 POLICY ADOPTION - #1540 EXECUTIVE SESSION, #5570 FINANCIAL ACCOUNTABILITY, #7330 SEARCHES AND INTERROGATIONS OF STUDENTS, #5410 PURCHASING, #5130 BUDGET ADOPTION, #5120 SCHOOL DISTRICT BUDGET HEARING, #5110 BUDGET PLANNING AND

MOVED by MacKay SECONDED by Buchert to adopt policy #1540 Executive Session; #5570 Financial Accountability; #7330 Searches and Interrogations of Students; #5410 Purchasing; #5130 Budget Adoption; #5120 School District Budget Hearing; #5110 Budget Planning and Development; and #5150 Contingency Budget for inclusion in the district's policy manual, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

13.20 – 13.22 POLICY 1ST
READINGS #6130
EVALUATION OF
PERSONNEL, #7210
STUDENT EVALUATION,
#5660 SCHOOL FOOD
SERVICE PROGRAM
(BREAKFAST AND
LUNCH)

Policy #6130 Evaluation of Personnel, #7210 Student Evaluation, and #5660 School Food Service Program (Lunch and Breakfast) were distributed to the board for first readings. This policy will be added to the March 26 agenda for additional review, discussion and revision, if necessary.

MOVED by Buchert SECONDED by Christopher to approve the 2013-2014 school calendar, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

13.23 2013-2014 SCHOOL
CALENDAR

MOVED by MacKay SECONDED by Nowak to approve the 2013-2014 classified staff holiday schedule, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

13.24 2013-2014 CLASSIFIED
HOLIDAY SCHEDULE

MOVED by Uhteg SECONDED by Buchert to approve food service operating system reports for December 2012 and January 2013, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

13.25 FOOD SERVICE
OPERATING REPORTS

MOVED by Buchert SECONDED by Uhteg to approve the agreement between the Lancaster Central School District and Sarah Meredith for a total cost not to exceed \$7,925, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

13.26 CONTRACT: DR. SARAH
MEREDITH

MOVED by Buchert SECONDED by Nowak to approve the extension of the bid award for school agenda planners to Premier Agendas through the 2013-2014 school year, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

13.27 BID AWARD EXTENSION
- STUDENT AGENDA
PLANNERS

13.28 STUDENT ACCIDENT PROGRAM INSURANCE DEDUCTIBLE

MOVED by MacKay SECONDED by Buchert to approve the reimbursement of \$100 directly to parents for the deductible expenses for students injured while under our care, as submitted.

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

13.29 DECLARE EQUIPMENT SURPLUS

MOVED by Nowak SECONDED by Buchert to declare the attached listing 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.

13.30 BUDGET AMENDMENT

MOVED by Buchert SECONDED by Christopher to approve the budget increase as listed in the expenses for the school bus purchase, as submitted.

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

13.31 CONTRACT: MANAGEMENT ADVISORY GROUP OF N.Y., INC.

MOVED by Buchert SECONDED by MacKay to approve the agreement between the Lancaster Central School District and Management Advisory Group Special Services, Inc. to provide assistance with compiling, completing, filing, and verifying all student STACs for maximization of state aid for students with disabilities at a cost of \$7,107, for the 2013-2014 school year, as submitted.

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

13.31 PETITIONS FOR BOARD CANDIDACY AVAILABLE

Mr. Graber announced that petitions for school board candidates are now available. 63 signatures are required on the petitions and they are due back to the district clerk by Monday, April 22, 2013 at 5pm.

13.33 WALL OF HONOR INDUCTION PROCESS TO LEAF

MOVED by MacKay SECONDED by Buchert to approve the transfer of the Wall of Honor induction process to Lancaster Educational and Alumni Foundation, Inc. (LEAF), as submitted.

VOTE ON THE MOTION: 6 Ayes 0 Nays 1 Abstain (Graber)
MOTION APPROVED.

14.0 PUBLIC HEARING

No one addressed the board at this time.

15.0 FUTURE PRESENTATIONS

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

16.0 BUDGET WORK SESSION

MOVED by Buchert SECONDED by Christopher to move to a budget work session at 8:31pm.

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

Miss Phillips discussed the general support section of the proposed 2013-2014 budget, the tax cap calculation, and the draft expenditure and revenue budget.

Mrs. Christopher excused herself from the meeting at 8:57pm.

At 9:02pm MOVED by Buchert SECONDED by Nowak to move to executive session to hear a grievance.

VOTE ON THE MOTION: 6 Ayes 0 Nays

MOTION APPROVED.

At 9:56pm MOVED by Buchert SECONDED by Nowak to move to regular session.

VOTE ON THE MOTION: 6 Ayes 0 Nays

MOTION APPROVED.

At 9:57pm MOVED by Szatkowski SECONDED by Uhteg to adjourn the meeting.

VOTE ON THE MOTION: 6 Ayes 0 Nays

MOTION APPROVED.

Sandra A. Janik, District Clerk