

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

MINUTES

September 8, 2008

Regular Session

Lancaster Central High School, One Forton Drive, Lancaster

Kenneth Graber, President
David Ehrle, Vice President
Joseph Casimino EdD, Trustee
Richard Foley, Trustee

Mary Kless, Trustee
Marie MacKay, Trustee
Joseph Maciejewski, Trustee

Edward J. Myszka, Superintendent of Schools
Michael Vallely, PhD, Asst. Superintendent for Curriculum, Instruction & Pupil Services
John Armstrong, Director of Special Education
Richard D'Arcy, Director of Finance & Support Services
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 7:00 p.m. by President Graber. The pledge to the flag was recited and Mr. Graber asked for a moment of silence for individual reflection and for the service men and women, including police officers, who give their lives to protect our freedom.

Mr. Robert Laney, fire code inspector, thanked the board for allowing him to perform the fire inspection for the district. Mr. Laney told the board that he contacted the New York State Education Department (NYSED) for instruction on inspecting the buildings during the summer months because furniture from the classrooms is in the halls so the classrooms can be cleaned and painted. Mr. Laney noted the inspection is on an eleven-month rotating schedule and this year he performed the inspection in August. Mr. Laney said there were no serious violations and he is confident the custodians would put the classrooms back in proper order as NYSED suggested. Mr. Weist said he explained the fire code rules to the new teachers at new teacher orientation. Mr. Graber thanked Fire Chief, Mr. Thomas Trzepakz, from Bowmansville, and Chief of the Twin District Fire Company, Mr. Donald Snios, for attending the board meeting.

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/
RECOGNITION**
- 4.1 **PRESENTATION –
ANNUAL FIRE SAFETY
INSPECTION**

**4.2 PRESENTATION –
TRANSPORTATION –
FUEL EFFICIENCIES – MR.
RICHARD D’ARCY**

Mr. Richard D’Arcy spoke to the board about different methods the district is implementing to conserve fuel due to the skyrocketing costs. Along with consolidating bus stops and filling buses to capacity, Mr. D’Arcy spoke about the school bus anti-idling policy, sharing buses for sports runs, purchasing fuel, and the costs for diesel over the past several years. Mr. D’Arcy also talked about the grants Mr. Mowry, transportation supervisor, has applied for. Mr. Mowry spoke about collaboration with other districts. Mr. D’Arcy talked about the exceptional bus stop requests and how the district is handling them with safety related issues being first priority.

**4.3 PRESENTATION –
LANCASTER
RECOGNITION FOR
PROGRAMS AND PUBLIC
RELATIONS – MRS. PAT
BURGIO**

Mr. Graber introduced Mrs. Pat Burgio, director of communications, who spoke about several national awards that were presented to the district for communications and public relations efforts. Mrs. Burgio spoke about the National School Public Relations Association Golden Achievement Award in Recognition of Exemplary Public Relations Activity the district received in response to community substance use issues. Mrs. Burgio said this affirms that the board, administration, and staff did a great job putting the plan together which involved the entire community. Mrs. Burgio then spoke about Lancaster Family Day which is scheduled for September 28 at the Lancaster High School Field House from 1:00 p.m. until 3:30 p.m. in recognition of National Family Day. Family Day will include a picnic dinner, guest speaker, Dr. Catherine Ansuini, a performance by the Carnival Kids Steel Orchestra, and other entertainment.

No one addressed the board at this time.

5.0 PUBLIC HEARING

6.0 CORRESPONDENCE

Mr. Graber noted a New York State School Boards Association (NYSSBA) survey was in the board packet to be completed and returned to the district clerk. Mr. Graber said he received a note from Hodgson Russ advertising their special education update that is scheduled for October 2, 2008 from 9:00 to 12:30 at the Millennium Hotel. Mr. Graber also received an invitation from Utica National, the district’s general insurance carrier, for a group meeting in Batavia on September 24 regarding transportation issues.

**7.0 MEETING MINUTES
APPROVED**

**7.1 MEETING MINUTES
APPROVED**

MOVED by Ehrle SECONDED by Casimino to accept the minutes from the regular session held on August 25, 2008, as corrected.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

8.0 STAFF ORGANIZATIONS

Lancaster Administrative and Supervisory Association:
No items to report.

Lancaster Central Teachers Association:

Mrs. Ursula Lundgard, vice president, spoke about a service learning project that she and Mrs. MaryAnn Pantera are doing in their Participation in Government classes.

Lancaster Association of Service Personnel:

Mrs. Cheryl Peck, president, had no items to report.

Lancaster Association of Substitute Teachers:

No items to report.

Dr. Casimino spoke about the General Pulaski Association dinner attended by district representatives, honoring Mr. Len Jankiewicz, athletic director, and other community members. Mr. Maciejewski said he attended opening day at the middle school and commended Mr. Peter Kruszynski, principal, and Mr. Cesar Marchioli, assistant principal, for a job well done. Mr. Maciejewski invited Mr. Myszka and Mr. D’Arcy to the New York State Association of Counties seminar scheduled for September 26 where they will discuss property tax caps and the affect on schools. Mr. Graber said he addressed the teachers on September 2. Mr. Graber reminded the board members about the board retreat scheduled for September 13 to discuss the 2008-2009 board goals.

9.0 BOARD REPORTS

Mr. Myszka began his report by speaking about opening day activities. Mr. Myszka notified the board that Mr. Jankiewicz apprised him that it has become more difficult to obtain a trainer for inter-scholastic sports. A conversation took place about trainers and coaches and it was agreed that more information will be presented to the board. Mr. Myszka noted that photographs for identification badges for all employees are in-process. Mr. Myszka also noted that flags will be flown at half staff on September 11. Information about parking passes at the high school was distributed to the board and Mr. Myszka noted that of 293 available parking spots 235 have been issued to date to seniors, leaving the rest of them for students attending various off-campus education programs. Mr. Myszka spoke briefly about Family Day scheduled for September 28 in conjunction with the Lancaster Youth Bureau and the Family Support Center.

10.0 SUPERINTENDENT’S ADMINISTRATIVE REPORT

No old business was discussed.

11.0 OLD BUSINESS

MOVED by MacKay SECONDED by Ehrle to approve the personnel changes for the period ending September 8, 2008, with the addendum, as submitted.

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

12.0 NEW BUSINESS
12.1 PERSONNEL ITEMS
12.11 PERSONNEL CHANGES

MOVED by Foley SECONDED by MacKay to approve the tenure appointments on the effective dates, as submitted.

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

12.12 TENURE APPOINTMENTS

12.2 EDUCATION ITEMS
12.21 UNIVERSAL
PREKINDERGARTEN
PROGRAM –
ADDITIONAL SECTIONS
- APPROVED

MOVED by Casimino SECONDED by Maciejewski to approve the expansion of the state funded Universal Prekindergarten (UPK) program for two additional sections to accommodate 36 more students, as submitted.

VOTE ON THE MOTION: 6 Ayes 1 Nay (Kless)

MOTION APPROVED.

12.22 APPOINTMENT OF CSE
AND CPSE PARENT
MEMBERS – APPROVED

MOVED by MacKay SECONDED by Ehrle to approve the appointment to the Committee on Special Education and the Committee on Preschool Special Education, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

12.23 COMMITTEE ON
SPECIAL EDUCATION
APPROVED

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

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

13.0 BUSINESS & FINANCIAL
ITEMS

13.11 FINANCIAL REPORTS
APPROVED

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

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

13.12 BUDGET AMENDMENT –
SCHOOL BUS
PURCHASE - APPROVED

MOVED by Kless SECONDED by Ehrle to approve the budget increase as listed in the expenses for the bus purchase, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

13.13 COMMUNITY
EDUCATION FINANCIAL
REPORT - APPROVED

MOVED by Casimino SECONDED by MacKay to approve the financial report for the Community Education department for the fiscal year ended June 30, 2008, as submitted. The Community Education department realized a profit of \$18,772.61 for the year.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

13.14 BID AWARD – SCHOOL
BUS - APPROVED

MOVED by Ehrle SECONDED by Casimino to approve the recommended bid award for the purchase of a 20-passenger school bus to Leonard Bus Sales in the amount of \$51,909.00, as submitted.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

The New York State School Boards Association (NYSSBA) membership survey was distributed to all board members for completion and return to the district clerk who will return them to NYSSBA. Mr. Graber noted if any members completed the survey on-line, it is not necessary to complete the one that was included in their board packet.

13.15 NYSSBA MEMBERSHIP SURVEY - INFORMATION

A copy of policy #1335 Appointment and Duties of the Claims Auditor was submitted to the board for a first reading. This policy will be added to the September 22 agenda for additional review, discussion, and revision, if necessary. Mr. Foley asked why the claims auditor does not substantiate receipts and Mr. D'Arcy said that some of the claims auditors in other districts were speaking to employees and it is not their function. Mr. D'Arcy noted that administration should substantiate receipts and Mrs. MacKay noted that the district has been using this new policy.

13.16 POLICY 1ST READING - #1335 APPOINTMENT AND DUTIES OF THE CLAIMS AUDITOR

A copy of policy #6180 Determination of Employment Status: Employee or Independent Contractor was submitted to the board for a first reading. This policy will be added to the September 22 agenda for additional review, discussion, and revision, if necessary. Mr. Ehrle asked if any employees are considered independent contractors and Mr. Myszka said no.

13.17 POLICY 1ST READING - #6180 DETERMINATION OF EMPLOYMENT STATUS: EMPLOYEE OR INDEPENDENT CONTRACTOR

A copy of policy #8320 Selection of Library and Multimedia Materials was submitted to the board for a first reading. This policy will be added to the September 22 agenda for additional review, discussion, and revision, if necessary.

13.18 POLICY 1ST READING - #8320 SELECTION OF LIBRARY AND MULTIMEDIA MATERIALS

A copy of policy #6540 Family and Medical Leave Act was submitted to the board for a first reading. This policy will be added to the September 22 agenda for additional review, discussion, and revision, if necessary.

13.19 POLICY 1ST READING - #6540 FAMILY AND MEDICAL LEAVE ACT

MOVED by Ehrle SECONDED by Kless to adopt the policy #6140 Medical Examinations, as submitted.

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

13.20 POLICY ADOPTION - #6140 MEDICAL EXAMINATIONS

MOVED by Maciejewski SECONDED by MacKay to adopt the policy #3261 Non-District Sanctioned Activities, as submitted.

13.21 POLICY ADOPTION - #3261 NON-DISTRICT SANCTIONED ACTIVITIES

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

No one addressed the board at this time.

At 8:17 p.m. MOVED by Ehrle SECONDED by Casimino to move into a work session to discuss plans for the board retreat.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

At 8:41 p.m. MOVED by Ehrle SECONDED by Foley to reconvene regular session.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

At 8:42 p.m. MOVED by Ehrle SECONDED by Foley to adjourn the regular session.

VOTE ON THE MOTION: 7 Ayes 0 Nays

MOTION APPROVED.

14.0 PUBLIC HEARING

15.0 WORK SESSION

16.0 REGULAR SESSION

16.0 REGULAR SESSION

Sandra A. Janik, District Clerk