

Board of Education  
Lancaster Central School District  
Lancaster, New York

Minutes

Meeting Date

August 26, 2024

Kind

Regular Session

Place

William Street School, 5201 William Street, Lancaster

Members Present

Michael Sage, President  
John Talarico, Vice President  
Kevin Davenport, Trustee  
Glenn Jackson, Trustee  
Anita Schiavone, Trustee  
Timothy Talbot, Trustee

Members Excused

David Lyman, Trustee

District Administrators Present

Michael Vallely, PhD, Superintendent of Schools  
Daniel D'Amico, Asst. Superintendent for Human Resources  
Andrew Kufel, PhD, Asst. Superintendent for Curriculum, Instruction & Pupil Services  
Jamie Phillips, Asst. Superintendent for Business & Support Services  
John Armstrong, Director of Special Education  
Andrew Krazmien, Director of Secondary Education  
Karen Marchioli, Ed.D., Director of Elementary Education  
Cheryl Randall, Director of Instructional Technology & Accountability

Others Present

District administrators and faculty members

- 1.0 Call to Order
- 2.0 Pledge to Flag
- 3.0 Moment of Silence

The regular meeting of the board of education was called to order at 7:00pm by President Sage. The Pledge of Allegiance was recited and Mr. Sage asked for a moment of silence for Helen Pitocchelli, a bus driver from 1969 through 1996, who passed away on August 13, 2024 and for Jennifer Glassman, a teacher aide at the high school since 2022, who passed away unexpectedly on August 21, 2024.

- 4.0 Comprehensive District Education Plan (CDEP)

Andrew Kufel, John Armstrong, Erin Gannon, Andrew Krazmien, Kimberly Louttit, Karen Marchioli and John Tresmond presented information to the board regarding the Comprehensive District Educational Plan which included goals and plans of action in literacy, 3-8 English Language Arts, writing, science, math, college credit, and multi-tiered systems of support.

- 5.0 Correspondence

- 5.1 Email Received  
An email was received from Jackie Best on August 1, 2024
- 5.2 Email Received  
An email was received from Lacey Lis on August 19, 2024
- 6.0 Approval of Minutes  
6.1 Regular Session  
August 5, 2024  
Moved by Davenport seconded by Talbot to accept the minutes from the organizational meeting held on August 5, 2024, as submitted.  
Vote on the motion: 6 Ayes 0 Nays  
Motion approved.
- 7.0 Staff Organizations  
Lancaster Administrative and Supervisory Association:  
No one present to report.  
Lancaster Central Teachers Association:  
Mrs. Beth Farrar spoke about the busy summer and that LCTA members are excited to start the new year.  
Lancaster Association of Service Personnel:  
No one present to report.  
Lancaster Association of Substitute Teachers:  
No one present to report.
- 8.0 Board Reports  
There were no board reports.
- 9.0 Superintendent's  
Administrative Report  
Dr. Vallely presented his administrative report.
- 10.0 Old Business  
No old business was discussed.
- 11.0 New Business  
11.1 Personnel Items  
11.1.1 Personnel Changes  
Moved by Jackson seconded by Talbot to approve the personnel changes for the period ending August 26, 2024, as submitted.  
Vote on the motion: 6 Ayes 0 Nays  
Motion approved.
- 11.1.2 Tenure Recommendation  
Moved by Davenport seconded by Talarico to approve the teacher listed for tenure status, effective on the date as indicated. Such grant of tenure is subject to and conditioned upon the teacher receiving an APPR rating of (D) developing or higher at the conclusion of the 2023-2024 school year. In the event that they do not obtain the required rating as described above, the tenure appointment shall be null and void.  
Vote on the motion: 6 Ayes 0 Nays  
Motion approved.
- 11.1.3 Lancaster Association of  
Service Personnel – Memorandum  
of Agreement – Bus Driver  
Workday  
Moved by Talarico seconded by Jackson to approve the negotiated memorandum of agreement between the district and the Lancaster Association of Service Personnel regarding bus driver workdays, as submitted.

Vote on the motion: 6 Ayes 0 Nays  
Motion approved.

11.2 Education Items

11.2.1 Committee on Special Education

Moved by Davenport seconded by Talbot to approve the recommendations of the committee on special education, as submitted.

Vote on the motion: 6 Ayes 0 Nays  
Motion approved.

11.2.2 Committee on Preschool  
Special Education

Moved by Talarico seconded by Talbot to approve the recommendations of the committee on preschool special education, as submitted.

Vote on the motion: 6 Ayes 0 Nays  
Motion approved.

12.0 Business & Financial Items

12.1 Financial Reports

Moved by Talbot seconded by Talarico to approve the financial reports from August 26, 2024, as submitted.

Vote on the motion: 6 Ayes 0 Nays  
Motion approved.

12.2 Policy Deletion

#5240 School Tax Assessment  
and Collection/Property Tax  
Exemptions

Moved by Davenport seconded by Jackson to remove policy #5240 School Tax Assessment and Collection/Property Tax Exemptions from the district's policy manual, as submitted.

Vote on the motion: 6 Ayes 0 Nays  
Motion approved.

12.3 Policy 1<sup>st</sup> Reading

#6550 Leaves of Absence

Policy #6550 Leaves of Absence was presented to the board for a first reading. This policy will be placed on the board's next agenda for a second reading.

12.4 Policy 1<sup>st</sup> Reading

#5681 School Safety Plans

Policy #5681 School Safety Plans was presented to the board for a first reading. This policy will be placed on the board's next agenda for a second reading.

12.5 Policy 1<sup>st</sup> Reading

#5683 Evacuation, Lockdown,  
and Emergency Dismissal Drills

Policy #5683 Evacuation, Lockdown, and Emergency Dismissal Drills was presented to the board for a first reading. This policy will be placed on the board's next agenda for a second reading.

12.6 Construction Change Orders

Moved by Jackson seconded by Talarico to approve change orders CIP2024 CO-001, 77P4 CO-403-011, 77P4 CO-408-005, 77P4 CO-408-006, 77P4 CO-408-007, 77P4 CO-423-010 and 77P5 CO-509A-002, as submitted.

Vote on the motion: 6 Ayes 0 Nays

- Motion approved.
- 12.7 District-Wide School Safety Plan 2024-2025
- Moved by Davenport seconded by Talbot to approve the 2024-2025 District-wide School Safety Plan, as submitted.  
Vote on the motion: 6 Ayes 0 Nays  
Motion approved.
- 12.8 Building-Level Emergency Response Plans 2024-2025
- Moved by Talbot seconded by Jackson to approve the 2024-2025 building-level emergency response plans for each school building within the district, as submitted.  
Vote on the motion: 6 Ayes 0 Nays  
Motion approved.
- 12.9 Declare Surplus Equipment
- Moved by Schiavone seconded by Davenport to declare the attached listing of equipment as prepare for disposal according to board policy #5250, as submitted.  
Vote on the motion: 6 Ayes 0 Nays  
Motion approved.
- 12.10 Declare Surplus Buses
- Moved by Talbot seconded by Davenport to declare the attached listing of five school buses as surplus and authorize them to be auctioned or scrapped, as submitted.  
Vote on the motion: 6 Ayes 0 Nays  
Motion approved.
- 12.11 Tax Certiorari Settlements
- Tax certiorari information was presented to the board for information regarding the following:  
WHAG Properties VIII LLC  
Seventeen Hundred Properties, Inc.  
KIN Inc./Kohls Illinois Inc.
- 12.12 Food Service Department Operating Systems Reports June 2024
- Moved by Davenport seconded by Jackson to approve the food service department operating system reports for June 2024, as submitted.  
Vote on the motion: 6 Ayes 0 Nays  
Motion approved.
- 12.13 Child Nutrition Annual Renewal
- Moved by Talbot seconded by Schiavone to approve the attached NSLP and SBP renewal for the 2024-2025 school year and appoint Arlene Denver as the reviewing official, Jamie Phillips as the hearing official and Arlene Denver as the verification official for participation in the Federal Child Nutrition Program for the 2024-2025 school year, as submitted.  
Vote on the motion: 6 Ayes 0 Nays  
Motion approved.
- 12.14 2023-2024 and 2024-2025 Food Service Department Wages

Moved by Jackson seconded by Schiavone to approve the food service department employees retroactive wage increase for 2023-2024 in the amount of 3.5% and for them to receive a 3.5% raise effective at the start of the 2024-2025 school year instead of retroactively, as submitted.  
Vote on the motion: 6 Ayes 0 Nays  
Motion approved.

12.15 Bid Award: Transportation  
Parts and Supplies

Moved by Talbot seconded by Talarico to approve the attached vendors for transportation parts and supplies, as submitted.  
Vote on the motion: 6 Ayes 0 Nays  
Motion approved.

12.16 Bid Award: Athletic Equipment,  
Uniforms and Supplies

Moved by Talbot seconded by Jackson to approve the recommended bid award for athletic equipment, uniforms, and supplies to multiple vendors, as submitted.  
Vote on the motion: 6 Ayes 0 Nays  
Motion approved.

12.17 Contract – Town of Lancaster  
Program Coordinator for Family  
Support Center

Moved by Jackson seconded by Talbot approve the agreement for joint funding between the Lancaster Central School District and the Town of Lancaster, which grants permission for the district to provide a program coordinator for the Family Support Center for the 2024-2025 school year, as submitted.  
Vote on the motion: 6 Ayes 0 Nays  
Motion approved.

12.18 Agreement – Town of Lancaster  
School and Community Support  
Program

Moved by Davenport seconded by Talbot to approve the agreement between the Lancaster Central School District and the Town of Lancaster which grants permission to operate a School and Community Support Program for the 2024-2025 school year, as submitted.  
Vote on the motion: 6 Ayes 0 Nays  
Motion approved.  
Motion approved.

12.19 Agreement – Town of Lancaster  
Facility Use

Moved by Talbot seconded by Talarico to approve the agreement between the Lancaster Central School District and the Town of Lancaster which authorizes the Town's use of the district's indoor and outdoor facilities and adds the District's use of the Town's turf facilities, as submitted.  
Vote on the motion: 6 Ayes 0 Nays  
Motion approved.

12.20 Contract – Pediatric Home  
Nursing Services, Inc., D/B/A  
Aveanna Healthcare

Moved by Schiavone seconded by Jackson to approve the agreement between the Lancaster Central School District and Pediatric Home Nursing Services, Inc., D/B/A Aveanna Healthcare, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.21 Contract – Maria Blask

Moved by Talbot seconded by Schiavone to approve the agreement between the Lancaster Central School District and Maria Blask to provide AIS services at St. Mary’s Elementary for the 2024-2025 school year paid through Title I fund allocation, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.22 Contract – Rachael Schneider  
Licensed Behavior Analyst, PLLC

Moved by Davenport seconded by Talbot to approve the contract between the Lancaster Central School District and Rachael Schneider Licensed Behavior Analyst, PLLC, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.23 Contract – BHSC Services

Moved by Talbot seconded by Talarico to approve the contract between the Lancaster Central School District and BHSC Services to provide speech-language therapy services for the 2024-2025 school year, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.24 Contract – The Summit Center

Moved by Schiavone seconded by Davenport to approve the contract between the Lancaster Central School District and The Summit Center to provide parent counseling/training services for a particular family, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.25 Contract – The Summit Center

Moved by Talbot seconded by Schiavone to approve the contract between the Lancaster Central School District and The Summit Center to provide behavior consultation services for the 2024-2025 school year, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.26 2024-2025 District Goals

Moved by Davenport seconded by Jackson to accept and adopt the 2024-2025 District Goals, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.27 Contracts – Buffalo City  
School District

Moved by Schiavone seconded by Jackson to approve the contracts between the Lancaster Central School District and Buffalo City School District, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

Motion approved.

12.28 Contract – Carousel Nursery School

Moved by Talarico seconded by Talbot to approve the agreement between the Lancaster Central School District and Carousel Nursery School, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.29 Universal Pre-Kindergarten Program Plan

Moved by Schiavone seconded by Talarico to accept the approval of the attached pre-kindergarten program plan, as required in an amendment to Ed Law 3602-e(8), as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.30 AIA Contract – Buffalo Construction Consultants, Inc.

Moved by Davenport seconded by Schiavone to approve the AIA contract between the Lancaster Central School District and Buffalo Construction Consultants, Inc. for construction management services for the 2024 capital project, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.31 AIA Contract – Young + Wright Architectural

Moved by Jackson seconded by Talbot to approve the AIA contract between the Lancaster Central School District and Young + Wright Architectural for architecture services for the 2024 capital project, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.32 AIA Contract – Toth’s Sports

Moved by Talarico seconded by Jackson to approve the AIA contract between the Lancaster Central School District and Toth’s Sports for replacement of the street sign at Hillview Elementary as part of the 2024-2025 capital outlay project, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.33 AIA Contract – Weatherproofing Technologies, Inc.

Moved by Davenport seconded by Jackson to approve the AIA contract between the Lancaster Central School District and Weatherproofing Technologies, Inc. for roof cores and moisture survey work for Phase 1 of the 2024 capital project, as submitted.

Vote on the motion: 6 Ayes 0 Nays  
Motion approved.

12.34 Appointment of Lippes  
Mathias LLP

Moved by Schiavone seconded by Talbot to approve the appointment of Lippes Mathias LLP as legal counsel for the district as needed, as submitted.

Vote on the motion: 6 Ayes 0 Nays  
Motion approved.

12.35 Reserve Fund Activity  
June 30, 2024

Moved by Talbot seconded by Jackson to approve the reserve fund activity for the fiscal year ending June 30, 2024, as submitted.

Vote on the motion: 6 Ayes 0 Nays  
Motion approved.

13.0 Public Hearing

No one addressed the board at this time.

14.0 Adjournment

At 7:51pm moved by Talarico seconded by Talbot to adjourn the regular session.

Vote on the motion: 6 Ayes 0 Nays  
Motion approved.

Sandra A. Janik, District Clerk