

Board of Education  
Lancaster Central School District  
Lancaster, New York

Minutes

Meeting Date	July 13, 2020
Kind	Organizational Meeting
Place	This meeting was held via Zoom live video conference, in accordance with Governor Cuomo’s Executive Order 202.1, due to the COVID-19 pandemic.
Members Present	Shannon Cohen Kevin Davenport Jill Fecher Glenn Jackson Mike Sage John Talarico Patrick Uhteg, Jr.
District Administrators	Michael Vallely, PhD., Superintendent of Schools, Andrew Kufel, PhD, Asst. Superintendent for Curriculum, Instruction & Pupil Services, Jamie Phillips, Asst. Superintendent for Business & Pupil Services, Karen Marchioli, Director of Elementary Education, Michele Ziegler, Director of Instructional Technology & Accountability
Others Present	District Residents, staff members, students, and media representatives.
1.0 Call to Order	
2.0 Pledge to Flag	
3.0 Moment of Silence	
	The organizational meeting of the board of education was called to order at 7:00pm by Dr. Michael Vallely. The pledge to the flag was recited and Dr. Vallely asked for a moment of silent reflection.
4.0 Administration of Oath	
4.1 Oath of Office - Superintendent	The district clerk administered the oath of office to Dr. Vallely. Oath of office card was signed.
4.2 Oath of Office – Newly Elected Board Members	The district clerk administered the oath of office to newly-elected board members, Glenn Jackson, Mike Sage, and Patrick Uhteg, Jr. Oath of office cards were signed.
5.0 Election of Officers	
5.1 President	Dr. Vallely announced that nominations were open for president of the board of education for the 2020-2021 school year. Mrs. Fecher

nominated Mr. Sage for president which was seconded by Mr. Jackson. No further nominations were made.

Vote on the motion: 7 Ayes 0 Nays

Motion approved.

5.2 Vice President

Dr. Vallely announced that nominations were open for vice president of the board of education for the 2020-2021 school year. Mr. Sage nominated Mr. Jackson for vice president which was seconded by Mrs. Cohen. No further nominations were made.

Vote on the motion: 7 Ayes 0 Nays

Motion approved.

5.3 Oath of Office

The oath of office was administered to Mr. Sage and Mr. Jackson and oath of office cards were signed. Mr. Sage assumed leadership of the meeting.

6.0 Appointment of Officers  
6.1 - 6.7 Appointment of Officers

Moved by Jackson seconded by Fecher to appoint Sandra Janik as district clerk; Carol Peck as district treasurer; Beth Ulbrich as deputy treasurer; Carol Peck as tax collector for the Payment in Lieu of Taxes (PILOT) program; the town clerks/tax receivers for Lancaster, Cheektowaga, and Elma as tax collectors for the district; Erie 1 BOCES for internal claims auditor services; and Lisa Fanara as clerk of the board pro tem, without additional remuneration for the 2020-2021 school year.

Vote on the motion: 7 Ayes 0 Nays

Motion approved.

The oath of office was administered to Mrs. Janik by President Sage. The oath of office was administered to Mrs. Peck, Mrs. Ulbrich, and Mrs. Fanara by the district clerk on July 14, 2020. Oath of office cards were signed.

7.0 Official Undertakings –  
Bonding Limits

Moved by Cohen Seconded by Fecher to approve bonding limits, as submitted.

Vote on the motion: 7 Ayes 0 Nays

Motion approved.

8.0 Designations  
8.1 – 8.6 Establishment of Dates of  
Regular Board Meetings; Budget  
Calendar; Depository Banks;  
Official Newspapers; Official  
Television Station; Official  
Radio Station

Moved by Talarico seconded by Cohen to approve the dates and times for the 2020-2021 board of education meetings; to approve the 2021-2022 budget calendar; to approve depositories for district funds for 2020-2021 school year; to establish the Lancaster Bee and the Depew Bee as official newspapers for the district for the 2020-2021 school year; to designate Spectrum as the official television station for the district; and

to designate WBEN, WXRL, and WGR as official radio stations for the district, as submitted.

Vote on the motion:                    7 Ayes                    0 Nays

Motion approved.

9.0 Authorizations

MOVED by Davenport SECONDED by Fecher to authorize 9.1 through 9.21:

9.1 Authorize the designation of signatures on all school district checks with signature plates to Mrs. Peck and Mrs. Ulbrich.

9.2 Authorize submission of bid notices, as needed, to local newspapers to Miss Phillips.

9.3 Authorize the district clerk to open bids at the time and place advertised on behalf of the board; in her absence, the assistant superintendent for business and support services or her designated representative will perform this duty.

9.4 Authorization to establish petty cash funds as follows:

Assistant Superintendent for Business \$100.00

Assistant Superintendent for Curriculum \$100.00

Director of Special Education \$100.00

Superintendent of Buildings & Grounds \$100.00

Information Manager LHS \$100.00

Principal LHS \$100.00

Principal LMS \$100.00

Principal William Street School \$100.00

Principal Como Park \$100.00

Principal Court Street \$100.00

Principal Hillview \$100.00

Principal John A. Sciole \$100.00

Supervisor of Transportation \$100.00

Food Service Director \$100.00

9.5 Authorize payment of bills in advance of board approval for routine items upon approval of the warrant by the internal claims auditor as past practice has determined.

9.6 Authorize the chief school administrator or his designee to approve attendance and payment of expenses of board members and staff at meetings or conferences in advance of board approval within the limits approved by the board in the current budget, and within provisions of existing board policy.

9.7 Authorize prior approval of temporary cash advances from the general fund to the federal aid fund. Warrants for both the general fund and the federal aid fund will list each advance; general fund when it is given and federal fund when it is paid back.

9.8 Authorize participation in BOCES cooperative bids for the fiscal year 2020-2021.

9.9 Authorize purchasing based on best value determination for the fiscal year 2020-2021.

9.10 Authorize participation in cooperative purchasing programs for the fiscal year 2020-2021.

9.11 Authorize Miss Phillips to accept donations of funds for the provision of field trip services and use of district buildings.

9.12 Authorize the use of credit cards, as submitted.

9.13 Authorize the hourly rate of \$30.00 per hour for the off-duty security officers for the 2020-2021 school year.

9.14 Authorize firearm carriers for the 2020-2021 school year.

9.15 Authorize Miss Phillips to certify the district's payroll.

9.16 Authorize budget transfers on chief school administrator's approval per policy #5140.

9.17 Authorize the superintendent to apply for grants in aid (state and federal).

9.18 Authorize payment to non-Lancaster Central Teachers Association members who perform Schedule D and E duties at Schedule D and E rates per the current LCTA bargaining agreement.

9.19 Authorize the superintendent to approve contracts under \$2,500.

9.20 Authorize the superintendent to approve bond issue change orders in amounts less than \$35,000 prior to board approval.

9.21 Authorize the policy that allows the district to enter into an agreement to participate in the National School Lunch Program, School Breakfast Program, and/or Special Milk Program and accepts responsibility for providing free and reduced-price meals and/or free milk to eligible children in the schools under its jurisdiction.

Vote on the motions:                    7 Ayes                    0 Nays

Motions approved.

#### 10.0 Other Appointments

Moved by Cohen seconded by Davenport to authorize 10.1 through 10.42:

10.1 To appoint Miss Phillips and Mrs. Peck agents for the board to oversee the investment of temporarily idle district funds.

10.2 To appoint Mrs. Ulbrich as deputy treasurer for extra class activity accounts for the 2020-2021 school year.

10.3 To appoint Miss Phillips as school purchasing agent for the 2020-2021 school year.

10.4 To appoint the following to Erie County Association of School Boards (ECASB) committees and New York State School Boards Association (NYSSBA) positions:

Mrs. Cohen delegate and Mr. Jackson alternate, for the ECASB delegate assembly.

Mr. Jackson as representative and Mr. Sage as alternate for the ECASB budget and finance team.

Mr. Uhteg, Jr. as representative and Mrs. Cohen as alternate for the ECASB legislative team.

Mr. Uhteg, Jr. as voting delegate, and Mr. Davenport as alternate, for the NYSSBA convention.

Mr. Uhteg, Jr. as NYSSBA liaison and Mr. Talarico as alternate.

10.5 To appoint Mr. Davenport, Mr. Sage, and Mr. Talarico as audit committee members.

10.6 To appoint Mrs. Fecher and Mr. Talarico as health insurance committee members.

10.7 To appoint Mr. Davenport and Mr. Uhteg, Jr. as food service committee members.

10.8 To appoint Mrs. Cohen and Mr. Sage as building use committee members.

10.9 To appoint Mrs. Fecher as district-wide health and safety committee member and Mr. Talarico as the alternate.

10.10 To approve the appointment of Dr. Brennan Brennan as the district's chief dental officer for the 2020-2021 school year.

10.11 To appoint Occustar Workplace Compliance, LLC as the district's physician for employee physicals through August 3, 2020.

10.12 To appoint members of the committee on special education; the committee on preschool special education; the impartial hearing officers as currently listed; and the subcommittee on special education, noting that the list may be revised depending on the residency of the hearing officers.

10.13 To appoint Mr. George Pease as fire code inspector for 2020-2021 school year.

10.14 To appoint Drescher & Malecki, LLP, for the annual audit of school financial records for the period beginning July 1, 2020 through June 30, 2021.

10.15 To appoint Freed & Maxick as internal auditing services for the 2020-2021 school year.

10.16 To appoint Harris Beach PLLC as counsel for the district.

10.17 To appoint Webster Szanyi LLP as counsel for the district.

10.18 To appoint Roach, Brown, McCarthy & Gruber, P.C. as counsel for the district.

10.19 To appoint Bengart & Demarco, LLP as additional district legal counsel for tax certiorari proceedings, as needed.

10.20 To appoint Mr. Michael Bryniarski, as LEA (asbestos) designee for the district.

10.21 To appoint Evans Agency Insurance as the insurance broker for the district and Utica National as the policy holder.

10.22 To appoint Miss Phillips as the records management officer.

10.23 To appoint Miss Phillips as the appointing officer for civil service functions.

10.24 To appoint Miss Phillips as the chief emergency officer.

10.25 To appoint Capital Markets Advisors, LLC as the financial advisor for the district for the 2020-2021 school year.

10.26 To appoint Dr. Vallely as the residency hearing officer for the district.

10.27 To appoint Mrs. Ziegler as the Data Protection Officer for the district.

10.28 To appoint Mrs. Ziegler, Dr. Kufel, Miss Phillips, Mr. Krazmien, and Mrs. Marchioli as Title IX officers.

10.29 To appoint Dr. Kufel as census enumerator for the district.

10.30 To appoint the school resource officers as law enforcement units for the district.

10.31 To appoint Dr. Kufel as supervisor of attendance.

10.32 To appoint Miss Phillips as records access officer.

10.33 To appoint Mrs. Sandra Cammarata as liaison for homeless children and youth.

10.34 To appoint Mrs. Patricia Burgio as director of communications.

10.35 To appoint Mr. Clifford Trapper and Mrs. Stacy Lauck as chemical hygiene officers for the 2020-2021 school year.

10.36 To appoint Dr. Vallely as designated education official (DEO) to receive court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings for the 2020-2021 school year.

10.37 To appoint Mr. Bryniarski as pesticide representative for the 2020-2021 school year.

10.38 To appoint Mrs. Tami Augugliaro as reviewing official and verification official and Miss Phillips as hearing official for the Federal Child Nutrition Program for the 2020-2021 school year.

10.39 To appoint Miss Phillips for post-issuance federal tax requirement compliance monitoring.

10.40 To authorize the board president and/or vice president to appoint an impartial hearing officer per board policy #7670.

10.41 To appoint the assistant superintendent for curriculum, instruction and pupil personnel services to make all residency determinations.

10.42 To appoint members of the 2020-2021 District-Wide Safety Committee.

Vote on the motions:                      7 Ayes                      0 Nays

Motions approved.

#### 11.0 Other Items

11.1-11.3 Conference Reimbursement Rate, Policies and Code of Ethics Readopted, Mileage Reimbursement Rate Established

Moved by Davenport seconded by Cohen to establish conference reimbursement rates for meals at a maximum of \$66 per day with receipts; to readopt all policies and the code of ethics in effect during previous year; and to establish mileage reimbursement rate according to IRS approved rate, currently at \$.575 per mile, as submitted.

Vote on the motions:                      7 Ayes                      0 Nays

Motions approved.

#### 12.0 Presentations

12.1 Public Hearing – Updates to The Lancaster Central School District Code of Conduct

Dr. Kufel explained and conducted a public hearing regarding updates to the District's Code of Conduct.

#### 12.2 New York State School Boards

Association Recognition Awards

Dr. Valley recognized Mrs. Cohen and Mr. Sage for their participation in New York State School Boards Association's training opportunities.

13.0 Regular Session

14.0 Correspondence

14.1 An email was received from Carolyn Procknal on June 22, 2020.

14.2 An email was received from Angele Delevoe on July 7, 2020.

15.0 Approval of Minutes

Moved by Jackson seconded by Cohen to accept the minutes from the annual budget hearing held on June 1, 2020.

Vote on the motion:                7 Ayes                0 Nays

Motion approved.

Moved by Uhteg, Jr. seconded by Cohen to accept the minutes from the regular session held on June 1, 2020.

Vote on the motion:                7 Ayes                0 Nays

Motion approved.

Moved by Fecher seconded by Cohen to accept the minutes from the regular session held on June 22, 2020.

Vote on the motion:                7 Ayes                0 Nays

Motion approved.

16.0 Items from Staff Organizations

Lancaster Administrative and Supervisory Association:

On behalf of LASA, Mr. Cesar Marchioli congratulated Mr. Jackson and Mr. Sage on their reelection and welcomed Mr. Uhteg, Jr.

Lancaster Central Teachers Association:

Mr. Abraham congratulated Mr. Jackson and Mr. Sage on their reelection and welcomed Mr. Uhteg, Jr. Mr. Abraham also congratulated Mrs. Lackie and Officer Zimmerman and spoke about the LCTA working with the district on reopening plans.

Lancaster Association of Service Personnel:

Nobody present to report.

Lancaster Association of Substitute Teachers:

Nobody present to report.

17.0 BOARD REPORTS

There were no board reports.

18.0 OLD BUSINESS

No old business was discussed.

19.0 NEW BUSINESS

19.1 PERSONNEL ITEMS

19.1.1 APPOINT PRINCIPAL (7-12)

Moved by Davenport seconded by Cohen to approve the appointment of Stephanie Lackie as principal (7-12) effective July 14, 2020 at an annual salary of \$109,350, as submitted.

Vote on the motion:    7 Ayes                0 Nays

Motion approved.

19.1.2 Tenure Recommendation

Motion by Cohen seconded by Fecher to approve the tenure of Mr. Scott Bindemann as Assistant Principal, effective August 29, 2020, as submitted.

Vote on the motion: 7 Ayes 0 Nays  
Motion approved.

19.1.3 Tenure Recommendations

Motion to approve the teachers listed for tenure status, effective on the dates as indicated. If a teacher listed is not currently working at the District but on the District's Preferred Eligible List, such tenure appointment will be effective on the date the teacher returns to work for the District in a full-time non-encumbered teaching position for which he or she was recalled from the District's Preferred Eligible List.

Vote on the motion: 7 Ayes 0 Nays  
Motion approved.

19.1.4 Personnel Changes

Moved by Fecher seconded by Davenport to approve the personnel changes for the period ending July 13, 2020, as submitted.

Vote on the motion: 7 Ayes 0 Nays  
Motion approved.

19.2 Education Items

19.2.1 Committee on Special Education

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

Vote on the motion: 7 Ayes 0 Nays  
Motion approved.

19.2.2 Committee on Preschool Special Education

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

Vote on the motion: 7 Ayes 0 Nays  
Motion approved.

20.0 Business & Financial Items

20.1 Financial Reports

Moved by Davenport seconded by Cohen to approve the financial reports, as submitted.

Vote on the motion: 7 Ayes 0 Nays  
Motion approved.

20.2 Policy 1st Reading

#7313 Suspension of Students

Policy no. 7313 Suspension of Students was presented to the board for a first reading. This policy will be placed on the next board agenda for a second reading.

20.3 Bid Award – 2015 Capital Project  
Central Avenue Boiler

Moved by Fecher seconded by Cohen to accept the recommended bid from Willett Builders, Inc., for boiler replacement as part of the 2015 capital project, as submitted.

Vote on the motion: 7 Ayes 0 Nays  
Motion approved.

20.4 Contract – Independent Health Corporation



Moved by Uhteg, Jr. seconded by Cohen to approve the agreement between the Lancaster Central School District and Independent Health Corporation, as submitted.

Vote on the motion: 7 Ayes 0 Nays

Motion approved.

20.5 Contract – Visually Impaired  
Advancement d/b/a VIA

Moved by Cohen seconded by Davenport to approve the agreement between the Lancaster Central School District and Visually Impaired Advancement d/b/a VIA, as submitted.

Vote on the motion: 7 Ayes 0 Nays

Motion approved.

20.6 Contract – BHSC Services

Moved by Uhteg, Jr. seconded by Fecher to approve three contracts between the Lancaster Central School District and BHSC Services to provide speech-language therapy services, occupational therapy, physical therapy, and psychological services for the 2020-2021 school year, as submitted.

Vote on the motion: 7 Ayes 0 Nays

Motion approved.

20.7 Contract – Sound Transformations  
Music Therapy Services

Moved by Uhteg, Jr. seconded by Fecher to approve the contract between the Lancaster Central School District and Sound Transformations Music Therapy Services, to provide music therapy services to students for the 2020-2021 school year, as submitted.

Vote on the motion: 7 Ayes 0 Nays

Motion approved.

20.8 Contract – Aspire of WNY

Moved by Uhteg, Jr. seconded by Fecher to approve the agreement between the Lancaster Central School District and Aspire of WNY to provide educational services, as submitted.

Vote on the motion: 7 Ayes 0 Nays

Motion approved.

20.9 Contract – Associated  
Physical and Occupational  
Therapists, PLLC

Moved by Uhteg, Jr. seconded by Fecher to approve the service agreement extension between the District and Associated Physical and Occupational Therapists, PLLC, as submitted.

Vote on the motion: 7 Ayes 0 Nays

Motion approved.

20.10 School Lunch and Breakfast  
Prices for the 2020-2021 School  
Year

Moved by Davenport seconded by Fecher to approve the school lunch of \$2.40 at the K-3 level, \$2.70 at the 4-6 level, \$2.85 at the 7-12 level, and \$1.50 for breakfast for all grade levels effective September 1, 2020, as submitted.

- Vote on the motion: 7 Ayes 0 Nay  
Motion approved.
- 20.11 2020-2021 School Lunch Fund  
(C-Fund) Budget
- Moved by Fecher seconded by Davenport to approve the 2020-2021 school lunch fund budget, as submitted.
- Vote on the motion: 7 Ayes 0 Nays  
Motion approved.
- 20.12 Declare Equipment Surplus
- Moved by Fecher seconded by Jackson 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.
- 20.13 Food Service Department  
Operating Systems Report –  
May 2020
- Moved by Cohen seconded by Fecher to approve the food service department operating system reports for May 2020, as submitted.
- Vote on the motion: 7 Ayes 0 Nays  
Motion approved.
- 20.14 Contract – Young + Wright  
Architectural
- Moved by Davenport seconded by Cohen to approve agreement between the Lancaster Central School District and Young + Wright Architectural for the 2020-2021 capital outlay project, as submitted.
- Vote on the motion: 7 Ayes 0 Nays  
Motion approved.
- 20.15 Contract – Willett Builders, Inc.
- Moved by Talarico seconded by Uhteg, Jr. to approve agreement between the Lancaster Central School District and Willett Builders, Inc. in the amount of \$184,900 for boiler replacement as part of the 2015 capital project, as submitted.
- Vote on the motion: 7 Ayes 0 Nays  
Motion approved.
- 20.16 Amherst Central School District
- Moved by Fecher seconded by Jackson to approve the agreement between the Lancaster Central School District and Amherst Central School District, as submitted.
- Vote on the motion: 7 Ayes 0 Nays  
Motion approved.
- 20.17 Kenmore-Town of Tonawanda  
Union Free School District
- Moved by Cohen seconded by Fecher to approve the agreement between the Lancaster Central School District and Kenmore-Town of Tonawanda Union Free School District, as submitted.
- Vote on the motion: 7 Ayes 0 Nays  
Motion approved.
- 20.18 Partial Payments School  
Taxes

Moved by Davenport seconded by Uhteg, Jr. to authorize the immediate acceptance of partial payments of school taxes in accordance with the aforementioned legislation, and that the clerk of the board of education provide a copy of this resolution to each of the school district receivers of taxes, as submitted.

Vote on the motion: 7 Ayes 0 Nays

Motion approved.

20.19 Code of Conduct

Moved by Cohen seconded by Fecher to approve the revised Code of Conduct with the changes, as submitted.

Vote on the motion: 7 Ayes 0 Nays

Motion approved.

20.20 Tax Certiorari Settlement Proposal  
Lancaster Commons Apartments

Moved by Davenport seconded by Fecher to authorize the proposed tax certiorari settlement to Lancaster Commons Apartments, as submitted.

Vote on the motion: 7 Ayes 0 Nays

Motion approved.

21.0 Public Hearing

Nobody addressed the board at this time.

Mr. Sage announced the date of the next board meeting.

22.0 Adjournment

At 7:46pm moved by Fecher seconded by Uhteg, Jr. to adjourn the regular session.

Vote on the motion: 7 Ayes 0 Nays

Motion approved.

Sandra A. Janik, District Clerk