Regular Board of Education Meeting
October 23, 2023; 6:00 p.m.
Boardroom, Community Resource Center

One Purpose. Your Pathway. Our Promise.

Board of Education:
President, Danielle M. Mullen (2023-2025)
Vice President, Julie Donnelley (2021-2024)
Chuck Barber (2022-2025)
Jennifer A. Klemick (2021-2024)
Joseph J. Palermo (2023-2026)
April Saks (2022-2025)
Jack G. Waugaman III (2023-2026)

Superintendent: Paul J. Casseri
Asst. Supt. for Curr./Inst. & Tech: Heather Lyon, Ph.D.
District Clerk: Marisa I. Barile

Approved Minutes 11-27-2023 BOE Meeting

OUR MISSION
One Purpose. Your Pathway. Our Promise.
OUR VISION
Our ***PURPOSE*** is to ensure that when students leave Lewiston-Porter they will be ready to face the world with confidence in themselves and what they can contribute. While students are here they will be challenged to grow along their ***PATHWAY*** and discover their personal best because we ***PROMISE*** to give them our best.

CALL TO ORDER		
Call to Order	The Board President called the meeting to order at 6:00 p.m. with the Pledge of Allegiance.	**Ms. Mullen**
Acceptance of Agenda	RESOLVED, that the Lewiston-Porter Board of Education accept the Agenda for October 23, 2023. **Motion made by Mullen, seconded by Barber to accept the agenda.**	**Approved, CARRIED, 7-0**
Community Comments	Mr. Frank Garcia	
COMMITTEE & BOARD REPORTS		
Committee Board Reports	**09/27/2023, Fine Arts Council Meeting**	**J.Donnelley, A. Saks J.Waugaman**
	10/05/2023, Communication Committee Meeting	**C. Barber, D. Mullen A. Saks**
	10/06/2023, Curriculum, Instruction & Assessment Review Council Meeting	**D. Mullen, A. Saks J. Waugaman**
	10/16/2023, Superintendent Student Advisory Council Meeting	

	10/16/2023, District Key Communicators Meeting	**C. Barber, J. Klemick**
	10/17/2023, Environmental Committee Meeting	**C.Barber, A. Saks**
	TBD, Finance Review Committee Meeting	**C. Barber, D. Mullen**
Upcoming Committee Meetings	**11/08/2023, Athletic Council Meeting**	**C. Barber, J. Palermo**
	10/25/2023, Facilities Planning Committee Meeting	**J. Donnelley J. Palermo**
	10/25/2023, PTSA Meeting	**C. Barber, J. Klemick**
	11/02/2023, Policy Review Committee	**D. Mullen, J. Klemick J. Waugaman**
	11/08/2023, ON BOCES Board Meeting	**D. Mullen**
	11/13/2023, Work Session Board Meeting	
	11/15/2023, Health & Wellness Committee Meeting	**J. Donnelley, J. Palermo**
	11/22/2023, Facilities Planning Committee Meeting	**J. Donnelley J. Palermo**
	11/27/2023, Regular Board Meeting	
Administrative Reports	**Administrative Reports (all building reports submitted)** Assistant Superintendent for Curriculum, Instruction & Tech. Superintendent ● Claim Audit	**Dr. Lyon Mr. Casseri**
PRESENTATIONS/RECOGNITIONS		
Presentation(s)	National Junior Honor Society Service Project Strategic Plan Implementation Presentation	**Ms. Zimmerman** **Mr. Casseri Dr. Lyon Mr. D'Anna Mr. Auer Mrs. Rodriguez**

	Secondary Data Presentation	**Ms. Khatib Ms. McLaughlin Ms. Stevener Ms. Neri Mrs. Krecisz Dr. Lyon, Mr. Hill**
Recognition	Lewiston-Porter CSD Board of Education Recognition	
BOARD OF EDUCATION INFORMATION		
Board Member Comments		**Mr. Barber Ms. Klemick Mr. Palermo Ms. Saks Mr. Waugaman** **Ms. Donnelley Ms. Mullen**
Recess	A short recess was taken from 8:31 p.m. to 8:36 p.m. to recognize the accomplishments of the students and staff.	
DISTRICT OPERATIONS		
Minutes	**RESOLVED**, that the Lewiston-Porter Board of Education approve the Minutes from the September 25, 2023 Regular Board Meeting, as submitted by the District Clerk. **Motion made by Mullen, seconded by Waugaman to approve M-1.**	**M-1** **Approved, CARRIED, 7-0**
Minutes	**RESOLVED**, that the Lewiston-Porter Board of Education approve the Minutes from the, October 2, 2023 Work Session Board Meeting, as submitted by the District Clerk. **Motion made by Mullen, seconded by to Donnelley approve M-2.**	**M-2** **Approved, CARRIED, 7-0**
Consent Agenda for Financial Operations	**RESOLVED,** that the Lewiston-Porter Board of Education approve the following, Items NF-1 through NF-5, in the financial consent agenda as submitted by the Administration: **Budget Status Reports** **Treasurer's Report** **Claims** **Transfer History** **Transfers Pending Board Approval** **Motion made by Mullen, seconded by Klemick to approve NF-1 to NF-5.**	 **NF-1** **NF-2** **NF-3** **NF-4** **NF-5** **Approved, CARRIED, 7-0**

OLD BUSINESS		
No Old Business		
NEW BUSINESS - ADMINISTRATION		
Policy Revision Acceptance of the First Reading	**RESOLVED**, at the first reading, that the Lewiston-Porter Board of Education Accept the following policies; Policy 5660, Meal Charging and Prohibition Against Shaming Policy 5661, Wellness Policy 5670, Records Management Policy 5672, Information Security Breach and Notification Policy 5673, Employee Personall Identifying Information Policy 5674, Data Networks and Security Access Policy 5675, Student Grading Information Systems Policy 5676, Privacy and Security for Student Data and Teacher and Principal Data Policy 5680, Safety and Security **Motion made by Mullen, seconded by Saks to approve NA-1.**	**NA-1** **Approved, CARRIED, 7-0**
Policy Revision Acceptance of the Second Reading	**RESOLVED**, at the second reading, that the Lewiston-Porter Board of Education accept the following policies; Policy 1510, Regular Board Meetings and Rules (QUORUM AND PARLIAMENTARY PROCEDURE) Policy 5610, Insurance Policy 5620, Inventories and Accounting of Fixed Assets Policy 5631, Hazardous Waste and Handling of Toxic Substances by Employees Policy 5632, Pest Management and Pesticide Use Policy 5633, Gender Neutral Single-Occupancy Bathrooms Policy 5640, Smoking/Tobacco Use/Vaping Policy 5650, Energy Conservation in the Schools **Motion made by Mullen, seconded by Saks to approve NA-2.**	**NA-2** **Approved, CARRIED, 7-0**
Approval of the External Audit	**RESOLVED,** upon the recommendation of the Assistant Superintendent for Administrative Services, that the Lewiston-Porter Board of Education approve the External Audit performed by Lumsden and McCormick CPA. **Motion made by Mullen, seconded by Barber to approve NA-3.**	**NA-3** **Approved, CARRIED, 7-0**
Approval of the Audit Corrective Action Plan	**RESOLVED,** upon the recommendation of the Assistant Superintendent for Administrative Services, that the Lewiston-Porter Board of Education approve the Corrective Action Plan from the External Audit. **Motion made by Mullen, seconded by Saks to approve NA-4.**	**NA-4** **Approved, CARRIED, 7-0**

Approval of the Reserve Fund Allocations	**RESOLVED,** upon the recommendation of the Assistant Superintendent for Administrative Services, that the Lewiston-Porter Board of Education approve the allocation of funds of various reserve accounts as follows; • ERS Reserve: $ 193,419.00 • TRS Reserve: $ 654,787.00 • Tax Certiorari: $ 193,650.00 • Bonded Debt: $ 131,795.00 • Capital Reserve: $ 3,013,711.00 • Repair Reserve: $ 902,998.00 • EBLAR: $ 136,124.00 **Motion made by Mullen, seconded by Barber to approve NA-5.**	**NA-5** **Approved, CARRIED, 7-0**
Approval of the Superintendent's 2023-2024 Goals	**RESOLVED,** upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education approve the Superintendent's 2023-2024 Goals **Motion made by Mullen, seconded by Barber to approve NA-6.**	**NA-6** **Approved, CARRIED, 7-0**
PUPIL PERSONNEL		
Recommendations for CSE Placement and Amendments	**RESOLVED,** upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the recommendations and amendments of the Committee on Special Education and approve the authorization of funds to implement the special education programs and services consistent with such recommendations for the following: **2023/2024 School Year:** 5/11/23, 5/15/239/8/23, 9/18/23, 9/20/23, 9/22/23, 9/25/23, 9/26/23, 9/27/23, 9/28/23, 10/3/23, 10/4/23, 10/12/23 **Motion made by Mullen, seconded by Klemick to approve NP-1.**	**NP-1** **Approved, CARRIED, 7-0**
Recommendations for CPSE Placement and Amendments	**RESOLVED,** upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the recommendations and amendments of the Committee on Preschool Special Education and approve the authorization of funds to implement the special education programs and services consistent with such recommendations for the following: **2023/2024 School Year:** 9/12/23, 9/18/23, 9/19/23, 9/26/23, 10/3/23, 10/4/23 **Motion made by Mullen, seconded by Klemick to approve NP-2.**	**NP-2** **Approved, CARRIED, 7-0**

<table>
<tr><th colspan="3">PERSONNEL - CONSENT AGENDA</th></tr>
<tr><td></td><td>Motion made by Mullen, seconded by Saks to approve the Personnel Consent Agenda combining items PRNI, PLI, PABBS, PANI, PASI, PACS, PAODOB, PACC, PAANISTM, PAC, PAVC.</td><td>Approved, CARRIED, 7-0</td></tr>
<tr><td>Resignations/ Rescissions -

<u>Non-Instructional</u></td><td>RESOLVED, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for resignations/rescissions.

<table>
<tr><th>Name</th><th>Date</th><th>Position</th><th>Reason</th></tr>
<tr><td>Rebecca Dutter</td><td>9/22/2023</td><td>Teacher Aide</td><td>Resignation</td></tr>
<tr><td>Stephanie Nethaway</td><td>10/06/2023</td><td>Teacher Aide</td><td>Resignation</td></tr>
<tr><td>Wendy Fiutko-Gonzales</td><td>6/30/2024</td><td>Teacher Aide</td><td>Retirement</td></tr>
</table></td><td>PRNI</td></tr>
<tr><td>Leaves -

<u>Instructional</u></td><td>RESOLVED, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for unpaid leaves of Absence.

<table>
<tr><th>Name</th><th>Date</th><th>Tenure</th><th>Reason</th></tr>
<tr><td>Kimberly Hereth</td><td>9/13/2023 - 11/10/2023*</td><td>English</td><td>Child-rearing</td></tr>
<tr><td>Emily Adamson</td><td>10/11/2023 - 1/05/2024</td><td>Social Worker</td><td>Maternity; Child-rearing</td></tr>
<tr><td>Danielle Kudela</td><td>10/30/2023 - 1/26/2024</td><td>Social Worker</td><td>Child-rearing</td></tr>
</table>
*amended return date</td><td>PLI</td></tr>
</table>

<table>
<tr>
<td>Appointments -

<u>Building-Based Substitute</u></td>
<td>RESOLVED, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for building-based substitute appointments, without benefits, except as required by law, to be utilized on an annual basis at the discretion of the Superintendent. Services shall be at-will and at the pleasure of the Board of Education.
<table>
<tr><td>Name:</td><td>Kelsey Jeffs</td></tr>
<tr><td>Placement:</td><td>Intermediate Education Center</td></tr>
<tr><td>Position:</td><td>Building-Based Substitute Teacher</td></tr>
<tr><td>Effective:</td><td>10/10/2023 - 6/30/2024</td></tr>
<tr><td>Certification:</td><td>Childhood Education, Gr. 1-6</td></tr>
<tr><td>Degree:</td><td>Master’s</td></tr>
<tr><td>Salary:</td><td>$180.00 per day</td></tr>
</table></td>
<td>PABBS</td>
</tr>
<tr>
<td>Appointments -

<u>Non-Instructional</u></td>
<td>RESOLVED, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for Non-Instructional appointments.
<table>
<tr><td>Name:</td><td>Brigitte Holbert</td></tr>
<tr><td>Placement:</td><td>Primary Education Center</td></tr>
<tr><td>Position:</td><td>Sr. Typist</td></tr>
<tr><td>Effective:</td><td>9/25/2023</td></tr>
<tr><td>Appointment Type:</td><td>Probationary</td></tr>
<tr><td>Probationary Period</td><td>9/25/2023 - 3/25/2024</td></tr>
<tr><td>Step:</td><td>4</td></tr>
<tr><td>Hourly Salary:</td><td>$19.00</td></tr>
</table></td>
<td>PANI</td>
</tr>
</table>

Name:	Kristina Patti
Placement:	District Office
Position:	Typist
Effective:	10/10/2023
Appointment Type:	Probationary
Probationary Period	10/10/2023 - 4/08/2024
Step:	4
Hourly Salary:	$18.90

Name:	Angela Muto
Placement:	High School
Position:	Sr. Typist
Effective:	10/10/2023
Appointment Type:	Probationary
Probationary Period	10/10/2023 - 4/08/2024
Step:	4
Hourly Salary:	$19.00

Appointments -

<u>Instructional: Non-Certified Substitutes</u>

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for substitute appointments, without benefits, except as required by law, to be utilized on an as needed basis at the discretion of the Superintendent. Services shall be at-will and at the pleasure of the Board of Education.

Name	Date	Position	Daily Rate
Jenna Havens	10/01/2023	Non-certified Teacher	$125.00
Tadeus Krupa	10/16/2023	Non-certified Teacher	$125.00

PASI

Appointments -

Clinical Supervision

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education accept the consent agenda for the following Clinical Supervisor appointment.

Clinical Supervisor	Supervision of	Area	Period of Supervision	Stipend
Emily Brook	Emily Adamson	Social Worker	9/01/2023 - 6/30/2024	$950.00

PACS

Annual Appointment: Instructional Committees -

One District One Book

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education accept the consent agenda for the appointments to the following 2023-2024 Instructional Committees.

Name	Appointment	Salary
Kelly Dragone	PEC One District One Book Committee	$28.00/hour
Brianna Zeitz	IEC One District One Book Committee	$15.50/hour

PAODOB

Appointments -

Co-Curricular & Extra-Curricular

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for Co-Curricular & Extra-Curricular appointments.

Name	Appointment	Category/Step	Stipend
Jennifer Kensinger	MS Newspaper	VII-1	$1,052.00

PACC

Annual Appointments -

Non-Instructional: Substitute Transportation Monitors

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for Teacher Aides to assume the additional responsibilities and duties of a Transportation Monitors appointments for 2023-2024.

Name	Effective	Salary/Stipend
Tiffany Chandler	10/04/2023-6/30/2024	Base salary + $1.50/hour
Bonnie Rampado	10/12/2023-6/30/2024	Base salary + $1.50/hour

PAANISTM

<table>
<tr><td>Appointments -

<u>Coaching</u></td><td>RESOLVED, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for Coaching appointments.
Winter, 2023-2024<table><tr><th>Name</th><th>Appointment</th><th>Cat/ Step</th><th>Stipend</th></tr><tr><td>Hannah Olds</td><td>Girls' Mod. Basketball Coach</td><td>V-1</td><td>$2,212.00</td></tr><tr><td>Joshua Thibeault</td><td>JV Wrestling Head Coach</td><td>II-1</td><td>$4,005.00</td></tr></table></td><td>PAC</td></tr>
<tr><td>Appointments -

<u>Volunteer Coaches</u></td><td>RESOLVED, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for Volunteer Coach appointments.
Fall, 2023-2024<table><tr><th>Name</th><th>Sport</th></tr><tr><td>James Marshall</td><td>Football</td></tr></table></td><td>PAVC</td></tr>
<tr><td colspan="3">EXECUTIVE SESSION - ADJOURNMENT</td></tr>
<tr><td>Executive Session</td><td>Motion made by Mullen, seconded by Donnelley to enter into Executive Session at 8:49 p.m. to discuss the employment history of a particular person(s).

Motion made by Mullen, seconded by Donnelley to adjourn from Executive Session at 9:44 p.m.</td><td>Approved, CARRIED, 7-0

Approved, CARRIED, 7-0</td></tr>
<tr><td>Adjournment</td><td>Motion made by Mullen, seconded by Saks to adjourn from Public Session at 9:45 p.m.</td><td>Approved, CARRIED, 7-0</td></tr>
</table>

Marisa I. Barile

Marisa I. Barile, District Clerk