Lewiston-Porter Central
School District
4061 Creek Road
Youngstown, NY 14174

**Regular Board of Education Meeting**
**Approved 05-22-2023 BOE**
April 24, 2023; 6:00pm
Boardroom, Community Resource Center

**Board of Education:**
President, Danielle M. Mullen (2020-2023)
Vice President, Julie Donnelley (2021-2024)
Chuck Barber (2022-2025)
Charlotte L. Huebschmann (2020-2023)
April Saks (2022-2025)
Absent: Jennifer A. Klemick (2021-2024)

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

**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.

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| **CALL TO ORDER** | | |
| **Call to Order** | The Board President called the meeting to order at 6:00 pm with the Pledge of Allegiance. | **Mrs. Mullen** |
| **Acceptance of Agenda** | RESOLVED, that the Lewiston-Porter Board of Education accept the Agenda for April 24, 2023.<br>**Motion made by Mullen, seconded by Huebschmann to approve the agenda.** | **Approved, CARRIED, 5-0** |
| **Community Comments** | Mr. Garcia<br>Mrs. Dominiski | |
| **COMMITTEE & BOARD REPORTS** | | |
| **Upcoming Board Committee Reports** | **04/25/2023, Regular Board (ON BOCES Budget & Election) Meeting** | |
| | **04/26/2023, Health and Wellness Committee Meeting** | **Mrs. Donnelley, Mrs. Huebschmann,** |
| | **05/05/2023, Policy Review Committee Meeting** | **Mrs. Donnelley, Mrs. Klemick, Mrs. Mullen** |
| | **05/08/2023, Budget Hearing** | |
| | **05/08/2023, Work Session** | |
| | **05/08/2023, Meet the Candidates Night** | |
| | **05/16/2023, Annual Meeting and Election (7 am - 8 pm)** | |
| | **05/18/2023, Curriculum, Instruction & Assessment Review Committee Meeting** | **Mrs. Donnelley, Mrs. Huebschmann, Mrs. Saks** |

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| | **05/22/2023, Athletic Council Meeting** | **Mr. Barber** |
| | **05/22/2024, Regular Board Meeting** | |
| **Committee Reports** | **03/29/2023, PTSA Meeting** | **Mrs. Donnelley, Mrs. Klemick** |
| | **04/19/2023, Facilities Review Committee** | **Mr. Barber** |
| **Administrative Reports** | **IEC and HS Administrative Reports (submitted in writing)**<br>Primary Education Principal – Monthly Calendar<br><br>Middle School Principal – Monthly Calendar<br><br>Assistant Superintendent for Curriculum, Instruction & Technology<br>Assistant Superintendent for Administrative Services<br><br>Superintendent | <br>**Mrs. Larson/ Mrs. Krecisz**<br>**Mr. Auer**<br><br>**Dr. Lyon**<br>**Dr. Lewis**<br><br>**Mr. Casseri** |
| **PRESENTATIONS/RECOGNITIONS** | | |
| **Presentation** | Orleans/Niagara BOCES Presentation<br><br>One District One Book Presentation | **Ms. Guild, Dr. Godshall, Mr. Mann, Mr. Parker Swearigen, Ms. Bailey Gauda**<br><br>**Ms. Larson, Ms. Zielinksi, Ms. Kazulak, Ms. Golden, Ms. Stevener, Ms. Schmitt, Ms. Munoz** |
| **Recognition** | Nicholas Hill, Tenure Recognition | **Mr. Casseri, Mrs. Mullen** |
| **BOARD OF EDUCATION INFORMATION** | | |
| **Board Member Comments** | | **Ms. Saks**<br>**Mr. Barber**<br>**Ms. Huebschmann**<br><br>**Ms. Donnelley**<br>**Ms. Mullen** |
| **Recess** | A short recess was taken from 7:37 pm to 7:54 pm to recognize the accomplishments of the students and staff. | |

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| **DISTRICT OPERATIONS** | | |
| **Minutes** | **RESOLVED**, that the Lewiston-Porter Board of Education approve the Minutes from the March 27, 2023, Regular Board Meeting, as submitted by the District Clerk.<br>**Motion made by Mullen, seconded Huebschmann by to approve M-1.** | **M-1**<br>**Approved,**<br>**CARRIED, 5-0** |
| **Minutes** | **RESOLVED**, that the Lewiston-Porter Board of Education approve the Minutes from the April 17, 2023, Regular, Work Session, Budget Workshop, as submitted by the District Clerk.<br>**Motion made by Mullen, seconded by Donnelley to approve M-2.** | **M-2**<br>**Approved,**<br>**CARRIED, 5-0** |
| **Consent Agenda for Financial Operations** | **RESOLVED,** that the Lewiston-Porter Board of Education approve the following, Items NF-1 through NF-4, in the financial consent agenda as submitted by the Administration:<br>**Budget Status Reports**<br>**Treasurer's Report**<br>**Claims**<br>**Transfer History**<br>**Motion made by Mullen, seconded by Huebschmann to approve NF-1 to NF-4.** | <br><br>**NF-1**<br>**NF-2**<br>**NF-3**<br>**NF-4**<br>**Approved,**<br>**CARRIED, 5-0** |
| **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;<br>Policy 3410, Code of Conduct<br>Policy 5410, Purchasing<br>Policy 5411, Contracts for Instruction<br>Policy 5413, Procurement: Uniform Grant Guidance for Federal Awards<br>Policy 5620, Inventories and Accounting of Fixed Assets<br>**Motion made by Mullen, seconded by Saks to approve NA-1.** | **NA-1**<br>**Approved,**<br>**CARRIED, 5-0** |
| **Policy Revision Acceptance of the Second Reading** | **RESOLVED**, at the second reading, that the Lewiston-Porter Board of Education accept the following policies;<br>Policy 5310, Bonding of Employees and School Board Members<br>Policy 5320, Expenditures of School District Funds<br>Policy 5321, Use of the District Credit Card<br>Policy 5323, Reimbursement for Meals/Refreshments<br>Policy 5340, Borrowing of Funds<br>Policy 6130, Evaluation of Personnel<br>Policy 6550, Leaves of Absence<br>Policy 7512, Student Physicals<br>Policy 7670, Due Process Complaints: Selection and Board Appointment of Impartial Hearing Officers<br>Policy 8450, Home Hospital, or Institutional Instruction (Homebound Instruction)<br>**Motion made by Mullen, seconded by Barber to approve NA-2.** | **NA-2**<br>**Approved,**<br>**CARRIED, 5-0** |

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| **Approval of Disposal of Textbools** | **RESOLVED**, that the Lewiston-Porter Board of Education hereby approve the Disposal of Textbooks at the Middle School as submitted by the Assistant Superintendent for Administrative Services.<br>**Motion made by Mullen, seconded by Donnelley to approve NA-3.** | **NA-3 Approved, CARRIED, 5-0** |
| **Approval of Property Tax Report Card** | **RESOLVED**, that the Lewiston-Porter Board of Education hereby approve the 2023-2024 Property Tax Report Card for submission to the New York State Education Department as submitted by the Assistant Superintendent for Administrative Services.<br>**Motion made by Mullen, seconded by Barber to approve NA-4.** | **NA-4 Approved, CARRIED, 5-0** |
| **Approval of the IPA Contract** | **RESOLVED**, that the Board of Education of the Lewiston-Porter CSD hereby agrees to enter into the attached contract with the Erie 1 BOCES for a five-year period commencing on May 10, 2023, to authorize the Western New York Regional Information Center to furnish certain computer services to the District pursuant to Education Law 1950 (4) (JJ) for an amount not to exceed $40,048.20 and authorizes 60-monthly payments to be made to Erie 1 BOCES in the amount not to exceed $667.47 per month.<br>**Be it further RESOLVED,** that the Board of Education of the Lewiston-Porter CSD hereby authorizes the Board President or the District Clerk to execute the contract on behalf of the District.<br>**Motion made by Mullen, seconded by Huebschmann to approve NA-5.** | **NA-5 Approved, CARRIED, 5-0** |
| **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:<br>**2022/2023 School Year:**<br>03/03/2023, 03/15/2023, 03/16/2023, 03/20/2023, 03/21/2023, 03/22/2023, 03/23/2023, 03/24/2023, 03/27/2023, 03/31/2023<br>**Motion made by Mullen, seconded by Barber to approve NP-1.** | **NP-1 Approved, CARRIED, 5-0** |
| **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:<br>**2022/2023 School Year:**<br>03/06/2023, 03/07/2023, 03/14/2023, 03/21/2023, 03/28/2023<br><br>**2023/2024 School Year:**<br>01/20/2023, 03/06/2023, 03/14/2023<br>**Motion made by Mullen, seconded by Donnelley to approve NP-2.** | **NP-2Approved, CARRIED, 5-0** |
| **PERSONNEL - CONSENT AGENDA** | | |
| | **Motion made by Mullen, seconded by Huebschmann to approve the Personnel Consent Agenda combining item PRNI, PLNI, PAAT, PALTS, PANI, PASI, PAM, PAC, PAVC.** | **Approved, CARRIED, 5-0** |

**Resignations/ Rescissions -**

**PRNI**

**RESOLVED,** upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for resignations/rescissions**.**

**Non-Instructional**

| Name | Date | Position | Reason |
|---|---|---|---|
| Rhonda O'Shea | 6/30/2023 | Teacher Aide | Retirement |

**Coaching**

| Name | Date | Position | Reason |
|---|---|---|---|
| Kyle McGlynn | 4/18/2023 | Girls Varsity Track & Field Asst. Coach | Resignation |

**Leaves -**

**PLNI**

**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.

**Instructional**

| Name | Date | Tenure | Reason |
|---|---|---|---|
| Adrianna Ammerman | 1/06/2023 - 6/30/2023 | Special Education | Personal |

**Non-Instructional**

| Name | Date | Position | Reason |
|---|---|---|---|
| Gabrielle Serianni | 4/17/2023 - 4/21/2023 | Teacher Aide | Personal |
| Anika Fetzner | 5/01/2023 - 5/05/2023 | Sr. Typist | Personal |
| MacKenzie Oddo | 5/26/2023 - 7/07/2023 | Typist | Child-bearing |

**Appointments -**

**PAAT**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for Administrative Tenure appointments.

**Administrative Tenure**

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|---|---|
| **Name** | Nicholas Hill |
| **Tenure Area:** | Director of Technology and Data |
| **Effective:** | 4/30/2023 |
| **Probationary Period:** | 05/01/2019 - 4/30/2023 |
| **Certification:** | School District Leader |

**Appointments -**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for Instructional Long-Term appointments.

**PALTS**

**Instructional:**
**Long-Term**
**Substitute Teacher**

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| **Name:** | Cassidy Faddis |
| **Placement:** | Intermediate Education Center |
| **Position:** | Music |
| **Effective:** | 4/24/2023 |
| **Certification:** | Music |
| **Degree:** | Bachelor's |
| **Step:** | 1 |
| **Salary:** | $41,645.00 |

**Appointments -**

**RESOLVED,** upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for Non-Instructional appointments.

**PANI**

**Non-Instructional**

| | |
|---|---|
| **Name:** | Katherine Janese, RN |
| **Placement:** | Primary Education Center |
| **Position:** | School Nurse |
| **Effective:** | 5/29/2023 |
| **Appointment Type:** | Probationary |
| **Probationary Period** | 5/29/2023 - 1/29/2024 |
| **Step:** | 4 |
| **Hourly Salary:** | $28.01 per hour |

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| **Name:** | Jill Kelly-Duckett |
| **Placement:** | St. Peter's |
| **Position:** | Teacher AIde |
| **Effective:** | 4/17/2023 |
| **Appointment Type:** | Probationary |
| **Probationary Period:** | 4/17/2023 - 1/01/2024 |

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| **Step:** | 1 |
| **Hourly Salary:** | $14.75 |

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| **Name:** | Nicole Stuart |
| **Placement:** | Primary Education Center |
| **Position:** | Teacher Aide |
| **Effective:** | 4/24/2023 |
| **Appointment Type:** | Probationary |
| **Probationary Period:** | 4/24/2023 - 1/08/2024 |
| **Step:** | 1 |
| **Hourly Salary:** | $14.75 |

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|---|---|
| **Name:** | Cheryl Pries |
| **Placement:** | Intermediate Education Center |
| **Position:** | Teacher Aide |
| **Effective:** | 4/24/2023 |
| **Appointment Type:** | Teacher AIde |
| **Probationary Period:** | 4/24/2023 - 1/08/2024 |
| **Step:** | 1 |
| **Hourly Salary:** | $14.75 |

**Appointments -**

**Substitute Instructional**

**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 | Per Diem Rate |
|---|---|---|---|
| Kelsey Jeffs | 4/17/2023 | Non-Certified Sub. Teacher | $120.00 |
| Brendan DeCoff | 4/24/2023 | Non-Certified Sub. Teacher | $120.00 |
| Gianna DePalma | 4/24/2023 | Non-Certified Sub. Teacher | $120.00 |
| Brennaugh Stack | 4/24/2023 | Non-Certified Sub. Teacher | $120.00 |

**PASI**

**Appointments -**

**Mentors**

**RESOLVED,** upon the recommendation of the Superintendent of Schools, that the Board of Education accept the consent agenda for the following mentor appointments.

| Mentor | Mentee | Area/Subject | Stipend |
|---|---|---|---|
| Claudine Carlo | Emily Adamson | Social Worker | $525.00 |

**PAM**

**Appointments -**

**Coaching**

**RESOLVED,** upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for Coaching appointments.

| Name | Appointment | Category/Step | Stipend |
|---|---|---|---|
| Kyle McGlynn | Girls JV Track & Field Head Coach | II-1 | $3,946.00 |

**PAC**

**Appointments -**

**Volunteer Coaches**

**RESOLVED,** upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for Volunteer Coach appointments.

| Name | Sport |
|---|---|
| Steve Sand | Softball |
| Dominic Fazzolari | Baseball |

**PAVC**

Lewiston-Porter Central
School District
4061 Creek Road
Youngstown, NY 14174



| EXECUTIVE SESSION - ADJOURNMENT | | |
|---|---|---|
| **Executive Session** | **Motion made by Mullen, seconded by Saks to enter into Executive Session at 7:57 pm** for issues involving a special education student.<br>**Motion made by Mullen, seconded by Huebschmann to adjourn from Executive Session at 8:31 pm.** | **Approved, CARRIED, 5-0**<br>**Approved, CARRIED, 5-0** |
| **Adjournment** | **Motion made by Mullen, seconded by Barker to adjourn from Public Session at 8:32 pm.** | **Approved, CARRIED, 5-0** |

Marisa I. Barile

Marisa I. Barile, District Clerk