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

Regular Board of Education Meeting
DRAFT MINUTES
March 27, 2023; 6:00 pm
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)
Jennifer A. Klemick (2021-2024)
April Saks (2022-2025)

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.

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 the Agenda	RESOLVED, that the Lewiston-Porter Board of Education accept the Agenda for *March 27, 2023*. **Motion made by Mullen, seconded by Barber to accept the agenda.**	**Approved, CARRIED, 6-0**
Community Comments	1. *Mr. Steven Dominski* 2. *Mrs. Wendy Dominisk*	
BOARD COMMITTEE & REPORTS		
Upcoming Board Committee Reports	03/29/2023, PTSA Meeting	**Mrs. Donnelley, Mrs. Klemick**
	03/31/2023, Policy Review Committee Meeting	**Mrs. Donnelley, Mrs. Klemick, Mrs. Mullen**
	04/14/2023, NOSBA Meeting	**Mrs. Mullen**
Committee Reports	03/06/2023, District Safety Committee Meeting	**Mrs. Huebschmann, Mrs. Mullen**
	03/06/2023, Special Education Committee Meeting	**Mrs. Huebschmann, Mrs. Klemick, Mrs. Mullen**
	03/21/2023, District Key Communicators Meeting	**Mrs. Huebschmann, Mrs. Mullen**
Administrative Reports	**PEC and MS Administrative Reports (submitted in writing)** Intermediate Education Principal – Monthly Calendar High School Principal – Monthly Calendar Assistant Superintendent for Curriculum, Instruction & Tech. Superintendent	**Mrs. Rodriguez, Mrs. Krecisz Mr. D'Anna Dr. Lyon Mr. Casseri**

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RECOGNITIONS		
Recognition	National School Counselors and Social Workers Recognition	**Mr. Casseri, Mrs. Mullen**
BOARD OF EDUCATION INFORMATION		
Board Member Comments		**Mrs. Klemick Mrs. Saks Mr. Barber Mrs. Huebschmann Mrs. Donnelley Mrs. Mullen**
Recess	A short recess was taken from 7:22 pm to 7:30 pm recognize the accomplishments of the students and staff.	
BUDGET WORKSHOP		
Budget Worksop	Special Education Budget Presentation Budget Presentation and Discussion	**Mrs. Hewitt Dr. Lewis**
DISTRICT OPERATIONS		
Minutes	**RESOLVED**, that the Lewiston-Porter Board of Education approve the Minutes from the February 27, 2023, Regular Board meeting as submitted by the District Clerk. **Motion made by Mullen, seconded by Huebschmann to approve M-1.**	**M-1 Approved, CARRIED, 6-0**
Minutes	**RESOLVED**, that the Lewiston-Porter Board of Education approve the Minutes from the March 13, 2023, Regular/Budget Workshop/Work Session Board meeting as submitted by the District Clerk. **Motion made by Mullen, seconded by Huebschmann to approve M-2.**	**M-2 Approved, CARRIED, 6-0**
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: **Budget Status Reports Treasurer's Report Claims Transfer History Motion made by Mullen, seconded by Barber approve NF-1 to NF-4.**	**NF-1 NF-2 NF-3 NF-4 Approved, CARRIED, 6-0**
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 5310, Bonding of Employees and School Board Members Policy 5320, Expenditures of School District Funds Policy 5321, Use of the District Credit Card	**NA-1 Approved, CARRIED, 6-0**

	Policy 5323, Reimbursement for Meals/Refreshments Policy 5340, Borrowing of Funds Policy 6130, Evaluation of Personnel Policy 6550, Leaves of Absence Policy 7512, Student Physicals Policy 7670, Due Process Complaints: Selection and Board Appointment of Impartial Hearing Officers Policy 8450, Home, Hospital, or Institutional Instruction (Homebound Instruction) **Motion made by Mullen, seconded by Barber to approve NA-1.**	
Policy Revision Acceptance of the Second Reading	**RESOLVED**, at the second reading, that the Lewiston-Porter Board of Education accept the following policies; Policy 5210, Revenues Policy 5220, District Investments Policy 5230, Acceptance of Gifts, Grants and Bequests to the School District Policy 5240, School Tax Assessment and Collection/Property Tax Exemptions Policy 5250, Sale and Disposal of District Property Policy 5270, Corporate Sponsorship Policy 7523, Concussion Management **Motion made by Mullen, seconded by Klemick to approve NA-2.**	**NA-2** **Approved,** **CARRIED, 6-0**
Details of the Annual Meeting	**RESOLVED**, that Petitions for Nomination of a Candidate for the Board of Education shall be available beginning February 22, 2023, at the District Offices or on the District website at www.lew-port.com. **RESOLVED**, that completed Petitions for Nomination of a Candidate for the Board of Education must be received in the office of the District Clerk no later than 5:00 pm on Monday, April 17, 2023. Twenty-Five (25) signatures of qualified voters are required. **RESOLVED**, that the drawing for candidates' positions on the ballot shall be held on Tuesday, April 18, 2023, at 8:00 am, at the District Offices. **RESOLVED**, that the Board of Education, upon the recommendation of the Superintendent of Schools, appoint *Marisa I. Barile*, District Clerk, as Chief Elections Officer and *Barbara Carter* as Assistant Chief Elections Officer for the May 16, 2023, vote/election. **RESOLVED**, that the Board of Education, upon the recommendation of the Superintendent of Schools, approve the following individuals to be selected as needed as Elections Inspectors, for the May 16, 2023, vote/election: *Barbara Freedman, Tammy Grider, H. Carl Hoffman, Darinda Hoffman,* *Barbara Landree, Patricia Marra, Kurt Mieth, Carol Patti,* *Marty Troia, Daniel Vitch, Margaret Williamson, Barbara Yandin* **RESOLVED**, that the Lewiston-Porter Board of Education, upon the recommendation of the Superintendent of Schools, set the rate of compensation for the above-mentioned Elections Officers and Inspectors, excluding those who are employed by the District and who are otherwise providing services to the District pursuant to an existing contract or agreement, at $14.20 per hour, for the May 16, 2023 vote/election. **Motion made by Mullen, seconded by Huebschmann to approve NA-3.**	**NA-3** **Approved,** **CARRIED, 6-0**
Approval of Annual School District Meeting and Vote Legal Notice	**NOTICE OF THE LEWISTON-PORTER CENTRAL SCHOOL DISTRICT** **Annual School District Meeting and Vote** **NOTICE** is hereby given that the Annual School District Meeting and Vote (the "Annual Meeting and Vote") of the qualified voters of the Lewiston-Porter Central School District of the Towns of Lewiston and Porter, Niagara County, New York (the "District"), will be held at the Community Resource Center (Multi-Purpose Room), 4061 Creek Road, Youngstown, New York 14174, on Tuesday, May 16, 2023, between the hours of 7:00 a.m. and 8:00 p.m.,	**NA-4** **Approved,** **CARRIED, 6-0**

for the transaction of such business as is authorized by the Education Law, including voting upon the appropriation of the necessary funds to meet the estimated expenditures for the 2023-2024 school year and the election of members of the Board of Education.
AND NOTICE is also given that the following proposition is to be voted on at the Annual Meeting and Vote:
PROPOSITION #1 – BUDGET
Shall the following resolution be adopted?
RESOLVED, that the Board of Education (the "Board") of the Lewiston-Porter Central School District, Niagara County, New York (the "District"), hereby approves and adopts the annual budget of the District for the 2023-2024 fiscal year (as presented by the Board), appropriates the required funds therefore and authorizes the requisite portion thereof to be raised by taxation on the taxable property of the District.
AND NOTICE is also given that a public hearing on the budget will be held on Monday, May 8, 2023, at 6:00 p.m., at the Community Resource Center (Board Room) 4061 Creek Road, Youngstown, New York 14174.
AND NOTICE is also given that a copy of the statement of the amount of money which will be required for the 2023-2024 fiscal year for school purposes, exclusive of public monies, will be available, upon request, from the Office of the District Clerk, during the fourteen days immediately preceding, and the day of, the annual vote except Saturdays, Sundays or holidays, at each of the school buildings of the District.
AND NOTICE is also given that there will be voting to fill three at-large Board of Education positions. The two candidates who receive the highest number of votes will serve three-year terms from July 1, 2023 until June 30, 2026. The candidate who receives the third highest number of votes will serve immediately after the election (upon filing the oath of office) until June 30, 2025.
AND NOTICE is also given that all candidates for the office of member of the Board of Education shall be nominated by petition. Each petition shall be directed to the District Clerk shall state the name and residence of the candidate, shall be signed by at least twenty-five (25) qualified voters of the District, and shall state the name and residence of each signer. Each petition must be filed in the office of the District Clerk between the hours of 9:00 a.m. and 5:00 p.m., no later than April 17, 2023.
AND NOTICE is also given that applications for absentee ballots may be obtained Monday through Friday, except holidays, in the District Clerk's office. Completed applications for absentee ballots must be received by the District Clerk or her designee at least seven (7) days before the annual meeting and election (May 9, 2023) if the ballot is to be mailed to the voter or by the day before the election (May 15, 2023) if the ballot is to be personally issued to the voter in person. Completed absentee ballots must be received in the Office of the District Clerk no later than 5:00 pm on May 16, 2023.
AND NOTICE is also given that a list of persons to whom absentee ballots are issued will be available, upon request, from the office of the District Clerk on the five days preceding the annual District vote, except on Saturday and Sunday and such list will be available at the polling place during the annual meeting and election.
AND NOTICE is also given that military voters who are qualified voters of the District may apply for a military ballot by requesting an application from the District Clerk. For a military voter to be issued a military ballot, the District Clerk must have received a valid military ballot application no later than 5:00 p.m. on April 20, 2023. In a request for a military ballot application or military ballot, the military voter may indicate their preference for receiving the application or ballot by mail, facsimile transmission or electronic mail.
Motion made by Mullen, seconded by Klemick to approve NA-4.

Approval of the School Calendar	**RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education approve the 2023-2024 School Calendar. **Motion made by Mullen, seconded by Huebschmann to approve NA-5.**	**NA-5** **Approved,** **CARRIED, 6-0**
Nomination for Orleans/Niagara BOCES Board member	**Resolved,** that the Lewiston-Porter Board of Education hereby nominates Danielle M. Mullen who resides at 4715 Curtis Court N., Lewiston, NY 14092 for a vacancy of the Orleans/Niagara Board of Cooperative Education Services. **Motion made by Donnelley, seconded by Huebschmann to approve NA-6.**	**NA-6** **Approved,** **CARRIED, 5-0** **Abstained (Mullen)**
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: ***2022/2023 School Year:*** 01/31/2023, 02/07/2023, 02/10/2023, 02/13/2023, 02/16/2023, 02/17/2023, 02/27/2023, 03/01/2023, 03/02/2023, 03/03/2023, 03/08/2023, 03/09/2023, 03/10/2023 ***2022/2024 School Year:*** 02/16/2023 **Motion made by Mullen, seconded by Huebschmann to approve NP-1.**	**NP-1** **Approved,** **CARRIED, 6-0**
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: ***2022/2023 School Year:*** 02/03/2023, 02/14/2023, 02/24/2023, 02/27/2023, 03/02/2023, 03/07/2023, 03/21/2023 ***2022/2024 School Year:*** 02/03/2023, 02/14/2023, 02/27/2023, 03/02/2023 **Motion made by Mullen, seconded by Klemick to approve NP-2.**	**NP-2** **Approved,** **CARRIED, 6-0**
PERSONNEL - CONSENT AGENDA		
	Motion made by Mullen, seconded by Saks to approve the Personnel Consent Agenda combining item PRNI, PANI, PANILT, PASI, PASNI, PACS, PAM, PAC, PAVC.	**Approved,** **CARRIED, 6-0**
Resignations/ Rescissions - **<u>Non-Instructional</u>**	**RESOLVED,** upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for resignations/rescissions**.**	**PRNI**

Name	Date	Position	Reason
Nikole Collins	3/17/2023	Teacher Aide	Resignation

Appointments -

Non-Instructional

PANI

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

Name	Date	Position	Status	Hourly Rate
David Reimer	3/21/2023	Groundsperson	Temporary	$15.50
Nicholas Wright	3/14/2023	Groundsperson	Temporary	$15.50

Appointments -

Non-Instructional Long-Term Substitute

PANILT

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

Name	Date	Position	Hourly Rate
Cheryl Pries	1/30/2023	Long-term Sub. Teacher Aide	$14.75/hour

Appointments -

Instructional Substitutes

PASI

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
Sennayeawauss Clinard	3/20/2023	Non-certified Teacher	$120.00

Non-Instructional Substitutes

PASNI

Name	Date	Position	Rate
Susan Milano, RN	3/17/2023	Registered Nurse	$27.50
Tammy Szarejko, RN	5/01/2023	Registered Nurse	$27.50

Appointments -

Clinical Supervision

PACS

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

Clinical Supervisor	Supervision of	Area	Period of Supervision	Stipend
Danielle Kudela	Emily Adamson	Social Worker	3/06/2023 - 6/30/2023	$380.00

Appointments -

Mentors

PAM

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
Kelley Kinnaird	Breanna Burke	Special Education (½ year)	$525.00
Shannon Horanburg-Noonan	Kourtney Gerstung	Speech-Language Pathologist (½ year)	$525.00

<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.
<table><tr><th>Name</th><th>Appointment</th><th>Category/Step</th><th>Stipend</th></tr><tr><td>Christine Hoover</td><td>Unified Bowling Asst. Coach</td><td>III-2*</td><td>$3,620.00</td></tr><tr><td>Cindy Sanoian</td><td>Unified Basketball Asst. Coach</td><td>III-3</td><td>$3,982.00</td></tr><tr><td>Kyle McGlynn</td><td>Girls Varsity Track & Field Asst. Coach</td><td>V-1</td><td>$2,179.00</td></tr><tr><td>Cameron Flynn</td><td>Boys Varsity Track & Field Asst. Coach</td><td>V-1</td><td>$2,179.00</td></tr><tr><td>Bronte Malner</td><td>Softball JV Head Coach</td><td>II-1</td><td>$3,946.00</td></tr><tr><td>Justalene Lichtenthal</td><td>Softball JV Asst. Coach</td><td>IV-3</td><td>$2,960.00</td></tr><tr><td>Jonathan Hoover</td><td>Varsity Flag Football Head Coach</td><td>II-3</td><td>$5,012.00</td></tr><tr><td>Justalene Lichtenthal</td><td>Varsity Flag Football Asst. Coach</td><td>V-3</td><td>$2,723.00</td></tr></table>*Step correction to January 30, 2023 appointment</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.
<table><tr><th>Name</th><th>Sport</th></tr><tr><td>Emily Oliverio</td><td>Track & Field</td></tr><tr><td>Sydney Parker</td><td>Softball</td></tr></table></td><td>PAVC</td></tr>
<tr><td colspan="3">ADJOURNMENT</td></tr>
<tr><td>Adjournment</td><td colspan="2">Motion made by Mullen, seconded by Saks to adjourn the meeting at 8:24 pm.</td><td>Approved, CARRIED, 6-0</td></tr>
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Marisa I. Barile, District Clerk