

Board of Education
Lancaster Central School District
Lancaster, New York

Minutes

Meeting Date

February 10, 2025

Kind

Regular Session

Place

William Street School, 5201 William Street, Lancaster

Members Present

Michael Sage, President
John Talarico, Vice President
Glenn Jackson, Trustee
David Lyman, Trustee
Anita Schiavone, Trustee
Timothy Talbot, Trustee

Members Excused

Kevin Davenport, Trustee

District Administrators Present

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

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 silent reflection for Mr. Roger Russ, a maintenance mechanic from 1982 through 2008, who passed away on January 22, 2025.

- 4.0 Presentations
- 4.1 Presentation – Annual Fire Inspection

Mr. Michael Bryniarski, Director of Facilities, presented information regarding the annual fire inspection completed in January 2025.

- 4.2 Enrollment Projections

Mr. Andrew Krazmien presented information regarding the 2025-2026 enrollment projections.

- 4.2 Comprehensive District Educational Plan (CDEP)

Mr. Krazmien and members of the Comprehensive District Educational Plan team, spoke about the plan's goals; participation rates; District proficiency; and dual enrollment and advanced placement participation.

5.0 Correspondence

An email from Anthony Armstrong was received on January 30, 2025.

6.0 Approval of Minutes
6.1 Regular Session
January 6, 2025

Moved by Talarico seconded by Talbot to accept the minutes from the regular session held on January 6, 2025, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

6.2 Budget Work Session
January 27, 2025

Moved by Talarico seconded by Talbot to accept the minutes from the budget work session held on January 27, 2025, 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:

Beth Farrar had no items to report.

Lancaster Association of Service Personnel:

No one present to report.

Lancaster Association of Substitute Teachers:

No one present to report.

8.0 Board Reports

Mr. Talarico congratulated two teachers, Mr. Rob Gross and Mrs. Julie Buccieri, for being inducted into the Western New York Lacrosse Hall of Fame.

9.0 Superintendent's
Administrative Report

Dr. Kufel 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 Talarico seconded by Talbot to approve the personnel changes for the period ending February 10, 2025, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

11.1.2 Amend Appointment Resolution
for Director of Secondary
Education

Moved by Talbot seconded by Talarico to approve the appointment of Mrs. Sarah Wittmeyer as Director of Secondary Education at an annual base salary of \$140,000 (prorated) and in accordance with said employment agreement thereafter commencing January 13, 2025, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

11.1.3 Tenure Recommendation

Moved by Schiavone seconded by Jackson 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 2024-2025 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.

11.2 Education Items

11.2.1 Committee on Special Education

Moved by Talarico seconded by Schiavone 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 Schiavone seconded by Jackson 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 Talarico seconded by Lyman to approve the financial reports from February 10, 2025, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.2 Policy 2nd Reading #5661 Wellness

Policy #5661 Wellness was presented to the board for a second reading. This policy will be placed on the board's next agenda for adoption.

12.3 Policy 1st Reading #7530
Child Abuse and Maltreatment

Policy #7530 Child Abuse and Maltreatment 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 Lancaster Central Teachers
Association – Memorandum
of Agreement

Moved by Talarico seconded by Jackson to approve the negotiated Lancaster Central Teachers Association Memorandum of Agreement, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.5 2025-2026 School Calendar

Moved by Schiavone seconded by Talbot to approve the 2025-2026 school calendar, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.6 2025-2026 Classified Staff

Holiday Schedule

Moved by Talbot seconded by Schiavone to approve the 2025-2026 Classified Staff Holiday Schedule, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.7 Tax Certiorari Settlement

Tax certiorari information was presented to the board for information regarding the following:

McDonald's USA LLC #34436

12.8 Food Service Department
Operating System Reports

Moved by Jackson seconded by Schiavone to approve the food service department operating system reports for November and December 2024, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.9 Donation Acceptance
Peter Zlotkowski

Moved by Schiavone seconded by Jackson to accept the donation of \$150.00 from Peter Zlotkowski, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.10 Club Creation – Euchre

Moved by Talarico seconded by Jackson to approve the creation of a Euchre club at the high school, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.11 Bid Extension – Student Agenda
Planners

Moved by Talarico seconded by Lyman to approve the bid extension for school agenda planners to Jostens/Meridian Student Planners through the 2025-2026 school year, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.12 Request for Proposal – Universal
Prekindergarten Program

Moved by Schiavone seconded by Jackson to accept the Carousel Nursery School proposal to provide services for the Universal Prekindergarten program for the 2025-2026 school year, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.13 State Quality Environmental
Review (SEQR) for Capital
Outlay Project

Resolution of the Board of Education of the Lancaster Central School District, Erie County, New York (the “District”), Classifying Certain Updates and Improvements to the Lancaster Middle School building as a “Type II” Action Pursuant the State Environmental Quality Review Act
Moved by Talarico, seconded by Talbot:

Whereas, the Board of Education (the “Board”) of the Lancaster Central School District, Erie County, New York (the “District”) intends to

undertake as part of the District’s 2025-26 Capital Outlay Project, certain updates and improvements at the Lancaster Middle School Building, located at 148 Aurora Street, Lancaster, New York, consisting of the demolition and replacement of existing acoustic tile ceiling, replacement of electrical fixtures, controls, components, electrical work to connect fixtures and equipment, and all related, incidental and ancillary improvements in connection with the foregoing (collectively, the “Project”); and

Whereas, the Board now intends to determine the classification of the Project as a “Type II” action under Article 8 of the New York State Environmental Conservation Law and 6 NYCRR, Part 617 (collectively, “SEQRA”).

Now, Therefore, The Board of Education of The Lancaster Central School District, Erie County, New York, Hereby Resolves as Follows:

Section 1. Based upon its review of the materials and records of the District, the Board hereby declares itself lead agency to the extent necessary for this purpose and hereby determines that the proposed Project constitutes a “Type II” action under SEQRA (6 NYCRR 617.5(c)(2)) (as a replacement, rehabilitation or reconstruction of a facility, in kind on the same site), and that no further actions or proceedings by the District are required to be taken under SEQRA with respect to such Project. The action consists of routine activities of an educational institution, as well as, replacement, rehabilitation or reconstruction of a structure or facility in kind, on the same site.

Section 2. This resolution shall take effect immediately upon its adoption.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.14 Contract – First Services

Moved by Jackson seconded by Schiavone to approve the agreement and statement of work from First Services to provide routing services, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.15 Contract – Fannin Musical Productions LLC (Visual Design)

Moved by Talarico seconded by Talbot to approve the agreement between the Lancaster Central School District and Fannin Musical Productions LLC, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.16 Contract – Fannin Musical Productions LLC (Music Rental and Custom Composition Writing)

Moved by Talbot seconded by Talarico to approve the agreement between the Lancaster Central School District and Fannin Musical Productions LLC, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.17 AIA Contract – IBC
Engineering, P.C.

Moved by Schiavone seconded by Lyman to approve the AIA contract between the Lancaster Central School District and IBC Engineering, P.C. at a total cost of \$11,350 for testing of various new systems for Phase 6 of the 2018 capital project, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.18 AIA Contract – Encorus Group

Moved by Talbot seconded by Talarico to approve the AIA agreement between the Lancaster Central School District and Encorus Group in the estimated amount not to exceed \$40,000 for construction occurring at William Street School and Lancaster High School, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.19 BOCES – Call for Nominations

Moved by Talarico seconded by Talbot to approve the nomination of Mary Busse residing at 5 Partridge Lane, West Seneca, New York, which is located in the West Seneca Central School District; Mark Mecca residing at 105 Troy Del Way, Amherst, New York, which is located in the Williamsville School District; and Cam Hall residing at 6815 Castle Ridge, Hamburg, NY as candidates for election to be held on April 22, 2025, to serve as trustees for the Board of Cooperative Educational Services, First Supervisory District of Erie County, in a term beginning July 1, 2025 through June 30, 2028, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

12.20 Limited License Agreement
Shea's Performing Arts Center

Moved by Lyman seconded by Jackson to approve the use license agreement between the Lancaster Central School District and Shea's O'Connell Preservation Guild, Ltd., d/b/a Shea's Performing Arts Center and Shea's Buffalo Theatre, as submitted.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

13.0 Public Hearing

Jennifer Borgioli, 204 Central Avenue, a substitute teacher and candidate for town council, thanked the board members for all they do.

14.0 Executive Session

At 7:57pm moved by Talarico seconded by Lyman to move to executive session to discuss the employment of a particular individual.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

15.0 Adjournment

At 8:48pm moved by Talarico seconded by Jackson to reconvene regular session.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

At 8:49pm moved by Talarico seconded by Jackson to adjourn the regular session.

Vote on the motion: 6 Ayes 0 Nays

Motion approved.

Sandra A. Janik, District Clerk