Board of Education
Lancaster Central School District
Lancaster, New York

Minutes

Meeting Date	March 10, 2025
Kind	Regular Session
Place	Lancaster High School, One Forton Drive, Lancaster
Members Present	Michael Sage, President John Talarico, Vice President 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. Raymond Wolfe, a math teacher and guidance counselor from 1960 through 1988, who passed away on February 19, 2025.

4.0 Presentations
4.1 Presentation – Tenure

Dr. Marchioli presented a recently tenured teacher with a certificate.

5.0 Correspondence
5.1 Email Received

An email from Kristen Rogers was received on February 7, 2025.

5.2 Email Received

An email from Jason Kozak was received on February 24, 2025.

6.0 Approval of Minutes
6.1 Regular Session
February 10, 2025

Moved by Talarico seconded by Lyman to accept the minutes from the regular session held on February 10, 2025, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

6.2 Budget Work Session February 24, 2025

Moved by Talarico seconded by Talbot to accept the minutes from the budget work session held on February 24, 2025, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

Mr. Sage excused Mr. Davenport from the meeting and read the following statement: As mentioned at our last budget work session, Mr. Jackson has resigned. Based on the timing, and in accordance with the applicable Education Law, the position will remain vacant until the May Budget Vote and Board of Education Election. At that time, the individual receiving the third highest number of votes will assume Mr. Jackson's position, effective immediately upon taking the oath, for the remainder of his term through June 30, 2026.

7.0 Staff Organizations

Lancaster Administrative and Supervisory Association:
Mr. Mike Candella, principal of the high school, congratulated Miss Gannon on her upcoming appointment.
Lancaster Central Teachers Association:
Beth Farrar congratulated Miss Lown on receiving tenure.
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 and Mr. Lyman spoke about events they attended since the last board meeting.

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 Appoint Director of Special Education

Moved by Talarico seconded by Talbot to approve the appointment of Miss Erin Gannon as Director of Special Education at an annual base salary of $144,000 commencing July 1, 2025, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

11.1.2 Personnel Changes

Moved by Talarico seconded by Talbot to approve the personnel changes for the period ending March 10, 2025, as submitted.

Vote on the motion: 5 Ayes 0 Nays
Motion approved.

11.2 Education Items

11.2.1 Committee on Special Education

Moved by Talarico seconded by Talbot to approve the recommendations of the committee on special education, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

11.2.2 Committee on Preschool Special Education

Moved by Schiavone seconded by Talarico to approve the recommendations of the committee on preschool special education, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

12.0 Business & Financial Items

12.1 Financial Reports

Moved by Lyman seconded by Talarico to approve the financial reports from March 10, 2025, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

12.2 Policy Adoption #5661 Wellness

Moved by Schiavone seconded by Lyman to adopt policy #5661 Wellness for inclusion in the district's policy manual, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

12.3 Policy 2nd Reading #7530 Child Abuse and Maltreatment

Policy #7530 Child Abuse and Maltreatment was presented to the board for a second reading. This policy will be placed on the board's next agenda for adoption.

12.4 Policy 1st Reading #7513 Medication and Personal Care Items

Policy #7513 Medication and Personal Care Items was presented to the board for a first reading. This policy will be placed on the board's next agenda for a second reading.

12.5 Policy 1st Reading #3311 Notification of Disclosure of Employee Disciplinary Records

Policy #3311 Notification of Disclosure of Employee Disciplinary Records was presented to the board for a first reading. This policy will be placed on the board's next agenda for a second reading.

12.6 Various Providers of Special Education Services

Moved by Talbot seconded by Talarico to approve the agreements between the Lancaster Central School District and the various approved special education providers for the 2024-2025 school year, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

12.7 Food Service Department Operating System Reports

Moved by Schiavone seconded by Talbot to approve the food service department operating system reports for January 2025, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

12.8 Contract – Frontier Central School District

Moved by Schiavone seconded by Talarico to approve the agreement between the Lancaster Central School District and Frontier Central School District, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

12.9 Contract – West Seneca Central School District

Moved by Schiavone seconded by Talarico to approve the agreement between the Lancaster Central School District and West Seneca Central School District, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

12.10 Contract – Alden Central School District

Moved by Schiavone seconded by Talarico to approve the agreement between the Lancaster Central School District and Alden Central School District, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

12.11 Contract – Williamsville Central School District

Moved by Schiavone seconded by Talarico to approve the agreement between the Lancaster Central School District and Williamsville Central School District, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

12.12 Appoint Chief Election Inspector, Chairperson, and Election Inspectors for the Annual Vote

Moved by Talarico seconded by Schiavone to approve the appointment of a chief election inspector, chairperson, and election inspectors for May 20, 2025, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

12.13 Declare Equipment Surplus

Moved by Talbot seconded by Talarico to declare the attached listing of equipment as surplus and prepare for disposal according to board policy #5250, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

12.14 Construction Change Orders

Moved by Schiavone seconded by Talbot to approve change orders 77P5 CO-502A-002, CO-503A-003, and CO-503A-004, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

12.15 Internal Audit Reports and Corrective Action Plans

Moved by Talbot seconded by Schiavone to accept the internal audit risk assessment report, NYS Shield Act assessment report, and the related corrective action plans, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

12.16 Legal Notice, Annual Budget/ Proposition Vote and Trustee Election

Moved by Talarico seconded by Talbot to approve the resolution to publish the Legal Notice for the annual budget vote and trustee election, and institute all other procedures required for conduct of the vote and election, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

12.17 Budget Amendment School Bus Purchase

Moved by Talarico seconded by Talbot to approve the expenditure budget increase as listed for the voter approved school bus purchase, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

12.18 Club Creation – Lift Club

Moved by Talbot seconded by Schiavone to approve the creation of a Lift Club at the middle school, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

12.19 Donation Acceptance Fisher Price

Moved by Talarico seconded by Talbot to accept the donation of 3 pallets of color and poster paper from Fisher Price, as submitted.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

13.0 Public Hearing

Nobody addressed the board at this time.

14.0 Executive Session

At 7:31pm moved by Talarico seconded by Talbot to move to executive session to discuss the employment of a particular individual.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

15.0 Adjournment

At 8:10pm moved by Talarico seconded by Talbot to reconvene regular session.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

At 8:11pm moved by Schiavone seconded by Talbot to adjourn the regular session.
Vote on the motion: 5 Ayes 0 Nays
Motion approved.

Sandra A. Janik, District Clerk