Board of Education
Lancaster Central School District
Lancaster, New York

Minutes

Meeting Date	July 14, 2025
Kind	Organizational Meeting
Place	Lancaster High School, One Forton Drive, Lancaster
Members Present	Melissa Payne Smith Mike Sage Anita Schiavone John Talarico Timothy Talbot Jon VanNortwick
Members Excused	David Lyman
District Administrators	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 Erin Gannon, Director of Special Education Sarah Wittmeyer, Director of Secondary Education Karen Marchioli, Ed.D., Directory of Elementary Education Cheryl Randall, Director of Instructional Technology & Accountability
Others Present	District residents, staff members, students, and media representatives.

1.0 Call to Order
2.0 Pledge to Flag
3.0 Moment of Silence

The organizational meeting of the board of education was called to order at 7:00pm by Dr. Andrew Kufel. The pledge to the flag was recited and Dr. Kufel asked for a moment of silent reflection for Daniel Clifford, a social studies teacher from 1969 through 2013, who passed away on May 18, 2025; for Carol Majka, an elementary teacher from 1986 through 2006, who passed away on June 18, 2025; and for Kevin Carriero, a physical education teacher from 1969 through 1999; director of community education from 2001 through 2003; and track coach from 1973 through 2019, who passed away on July 14, 2025.

4.0 Administration of Oath
4.1 Oath of Office – Superintendent of Schools

The district clerk administered the oath of office to Dr. Kufel. Oath of office card was signed.

4.2 Oath of Office – Newly Elected Board Members

The district clerk administered the oath of office to newly elected board members, John Talarico, Melissa Payne Smith, and Jon VanNortwick. Oath of office cards were signed.

4.3 Oath of Office – Student Ex Officio Board Member

The district clerk administered the oath of office to newly elected ex officio student board member, Michaela Innus. Oath of office card was signed.

5.0 Election of Officers

5.1 President

Dr. Kufel announced that nominations were open for president of the board of education for the 2025-2026 school year. Mr. Sage nominated Mr. Talarico for president. No further nominations were made.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

5.2 Vice President

Dr. Kufel announced that nominations were open for vice president of the board of education for the 2025-2026 school year. Mr. Talarico nominated Mr. Talbot for vice president. No further nominations were made.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

5.3 Oath of Office

The oath of office was administered to Mr. Talarico and Mr. Talbot and the oath of office cards were signed. Mr. Talarico assumed leadership of the meeting.

6.0 Appointment of Officers

6.1 Appointment of Clerk of the Board

Moved by Schiavone seconded by Sage to appoint Sandra Janik as district clerk.

6.2 Appointment of District Treasurer

Moved by Schiavone seconded by Sage to appoint Beth Ulbrich as district treasurer.

6.3 Appointment of Deputy Treasurer

Moved by Schiavone seconded by Sage to appoint Lisa Fanara as deputy treasurer.

6.4 Appointment of Tax Collectors

Moved by Schiavone seconded by Sage to appoint Beth Ulbrich as tax collector for the Payment in Lieu of Taxes (PILOT) program; the town clerks/tax receivers for Lancaster, Cheektowaga, and Elma as tax collectors for the district.

6.5 Appointment of Internal Claims Auditor

Moved by Schiavone seconded by Sage to appoint Erie 1 BOCES for internal claims auditor services.

6.6 Appointment of Clerk of the Board Pro Tem

Moved by Schiavone seconded by Sage to appoint Teresa Irish clerk of the board pro tem.

Vote on motions 6.1 through 6.6: 6 Ayes 0 Nays
Motions approved.
The appointment of officers is without additional remuneration. The oath of office was administered to Mrs. Janik by President Talarico. The oath of office was administered to Mrs. Ulbrich, Mrs. Fanara, and Mrs. Irish by the district clerk on July 14, 2025. Oath of office cards were signed.

7.0 Official Undertakings –
7.1 Bonding Limits

Moved by Talbot seconded by Schiavone to approve bonding limits, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

8.0 Designations
8.1 Establishment of Dates of Regular Board Meetings

Moved by Talbot seconded by Schiavone to approve the dates and times for the 2025-2026 board of education meetings, as submitted.

8.2 Budget Calendar

Moved by Talbot seconded by Schiavone to approve the 2026-2027 budget calendar, as submitted.

8.3 Depository Banks

Moved by Schiavone seconded by Talbot to approve the bank accounts and funds, as submitted.

8.4 Official Newspapers

Moved by Talbot seconded by Sage to establish the Lancaster Bee and the Depew Bee as the official newspapers for the district for the 2025-2026 school year, as submitted.

8.5 Official Television Station

Moved by Schiavone seconded by Talbot to designate Spectrum as the official television station for the district, as submitted.

8.6 Official Radio Stations

Moved by Sage seconded by Talbot to designate WBEN as the official radio station for the district, as submitted.
Vote on motions 8.1 through 8.6: 6 Ayes 0 Nays
Motions approved.

9.0 Authorizations
9.1 Signatures with Signature Plates

Moved by Talbot seconded by Sage to authorize the designation of signatures on all school district checks with signature plates to the district treasurer and deputy treasurer.

9.2 Submission of Bids

Moved by Talbot seconded by Sage to authorize the assistant superintendent for business and support services for submission of bid notices, as needed, to local newspapers.

9.3 Bid Opening

Moved by Talbot seconded by Sage to authorize the district clerk to open bids at the time and place advertised on behalf of the board; in her absence, the assistant superintendent for business and support services or her designated representative will perform this duty.

9.4 Petty Cash Funds

Moved by Talbot seconded by Sage to authorize establishment of petty cash funds as follows:
Assistant Superintendent for Business $100.00
Assistant Superintendent for Curriculum $100.00
Assistant Superintendent for Human Resources $100.00
Director of Special Education $100.00
Director of Facilities $100.00
Information Manager $100.00
Principal at Lancaster High School $100.00
Principal at Lancaster Middle school $100.00
Principal at William Street School $100.00
Principal at Como Park $100.00
Principal at Court Street $100.00
Principal at Hillview $100.00
Principal at John A. Sciole $100.00
Food Service Director $100.00

9.5 Payment of Bills in Advance of Board Approval

Moved by Talbot seconded by Sage to authorize payment of bills in advance of board approval for routine items upon approval of the warrant by the internal claims auditor as past practice has determined.

9.6 Attendance at Conferences

Moved by Talbot seconded by Sage to authorize the chief school administrator or his designee to approve attendance and payment of expenses of board members and staff at meetings or conferences in advance of board approval within the limits approved by the board in the current budget, and within provisions of existing board policy.

9.7 Temporary Cash Advances

Moved by Talbot seconded by Sage to authorize prior approval of temporary cash advances from the general fund to the federal aid fund. Warrants for both the general fund and the federal aid fund will list each advance; general fund when it is given and federal fund when it is paid back.

9.8 BOCES Cooperative Bids

Moved by Talbot seconded by Sage to approve participation in BOCES cooperative bids for the fiscal year 2025-2026, as submitted.

9.9 Purchasing Based on Best Value

Moved by Talbot seconded by Sage to authorize purchasing of materials using a best value determination for the fiscal year 2025-2026, as submitted.

9.10 Cooperative Purchasing Program

Moved by Talbot seconded by Sage to authorize participation in cooperative purchasing programs for the fiscal year 2025-2026, as submitted.

9.11 Donation Acceptance

Moved by Talbot seconded by Sage to authorize the assistant superintendent for business and support services to accept donations of funds for the provision of field trip services and use of district buildings.

9.12 Use of Credit Cards

Moved by Talbot seconded by Sage to authorize the use of credit cards, as submitted.

9.13 Rate of Off-Duty Security Officers

Moved by Talbot seconded by Sage to authorize the hourly rate of $60.00 per hour for the off-duty security officers for the 2025-2026 school year, as submitted.

9.14 Firearm Carriers

Moved by Talbot seconded by Sage to authorize security and firearm carriers for the 2025-2026 school year, as submitted.

9.15 Payroll Certification

Moved by Talbot seconded by Sage to authorize the assistant superintendent for business and support services to certify the district's payroll for the 2025-2026 school year.

9.16 Budget Transfers

Moved by Talbot seconded by Sage to authorize processing of all budget transfers on chief school officer's approval per policy #5140.

9.17 Grants Application

Moved by Talbot seconded by Sage to authorize the superintendent of schools to apply for grants in aid (state and federal).

9.18 Payment to Non-Lancaster Central Teachers Association Members

Moved by Talbot seconded by Sage to authorize payment to non-Lancaster Central Teachers Association members who perform Schedule D and E duties at Schedule D and E rates per the current LCTA bargaining agreement.

9.19 Approval of Contracts

Moved by Talbot seconded by Sage to authorize the superintendent of schools to approve contracts under $2,500.

9.20 Bond Issue Change Orders

Moved by Talbot seconded by Sage to authorize the superintendent of schools to approve bond issue change orders in amounts less than $35,000 prior to board approval.

Vote on the motions 9.1 through 9.20: 6 Ayes 0 Nays
Motions approved.

10.0 Other Appointments

10.1 Appoint Agents for the Board to Oversee the Investment of Temporarily Idle District Funds

Moved by Sage seconded by Talbot to appoint the assistant superintendent for business and support services and the treasurer as agents for the board to oversee the investment of temporarily idle district funds.

10.2 Appoint Deputy Treasurer

Moved by Talbot seconded by Sage to appoint the deputy treasurer as the deputy treasurer of extra classroom activities account.

10.3 Appoint Purchasing Agent

Moved by Sage seconded by Talbot to appoint the assistant superintendent for business and support services as school purchasing agent for the 2025-2026 school year.

Vote on the motions 10.1 through 10.3: 6 Ayes 0 Nays

Motions approved.

10.4 Erie County Association of School Boards Team Appointments

Moved by Talbot seconded by Sage to appoint the following to Erie County Association of School Boards committee positions:
Mrs. Payne Smith delegate and Mr. Talbot alternate for the Erie County Association of School Boards delegate assembly.
Mr. Talbot as representative and Mr. Talarico as alternate for the Erie County Association of School Boards budget and finance team.
Mr. Talbot as representative and Mr. VanNortwick as alternate for the Erie County Association of School Boards legislative team.
Mrs. Smith as voting delegate, and Mr. Talbot as alternate, for the New York State School Boards Association convention.

10.5 Appoint Audit Committee Members

Moved by Talbot seconded by Sage to appoint Mrs. Schiavone, Mr. Sage, and Mr. Talarico as audit committee members.

10.6 Appoint Health Insurance Committee Members

Moved by Talbot seconded by Sage to appoint Mr. Talarico and Mr. Lyman as health insurance committee members.

10.7 Appoint Food Service Committee Members

Moved by Talbot seconded by Sage to appoint Mrs. Schiavone and Mr. VanNortwick as food service committee members.

10.8 Appoint Building Use Committee Members

Moved by Talbot seconded by Sage to appoint Mr. Lyman and Mrs. Payne Smith as building use committee members.

10.9 Appoint New York State School Boards Association Advocacy Liaison

Moved by Talbot seconded by Sage to appoint Mrs. Payne Smith as the district's New York State School Boards Association's advocacy liaison, as submitted.

10.10 Appoint District-wide Health and Safety Committee Members

Moved by Talbot seconded by Sage to approve the appointment of Mr. Talarico as a member of the district-wide health and safety committee with Mrs. Schiavone as alternate, as submitted.

10.11 Appoint School Physicians/ Medical Director for Students

Moved by Talbot seconded by Sage to approve the appointment of Forestream Pediatrics as the district's school physicians and Dr. Kimberly Prise the district's medical director for the 2025-2026 school year, as submitted.

10.12 Appoint Chief Dental Officer

Moved by Talbot seconded by Sage to appoint Dr. Brennan Brennan as the district's chief dental officer for the 2025-2026 school year.

10.13 Appoint Physician Services for Employees

Moved by Talbot seconded by Sage to appoint Occustar Workplace Compliance, LLC as the district's physician for employee physicals for the 2025-2026 school year, as submitted.

10.14 Appoint Members of the Committee on Special Education and the Committee on Preschool Special Education and Hearing Officers

Moved by Talbot seconded by Sage to appoint members of the committee on special education; the committee on preschool special education; the impartial hearing officers as currently listed; and the subcommittee on special education, noting that the list may be revised depending on the residency of the hearing officers, as submitted.

10.15 Appoint Fire Code Inspector

Motion by Talbot seconded by Sage to appoint Mr. George Pease as fire code inspector for 2025-2026 school year.

10.16 Appoint Independent Auditor

Motion by Talbot seconded by Sage to appoint Drescher & Malecki, LLP, as independent auditor for the period beginning July 1, 2025 through June 30, 2026 and accept the engagement letter, as submitted.

10.17 Appoint Internal Auditor

Motion by Talbot seconded by Sage to appoint Bonadio & Co., LLP as internal auditor and accept proposal and workplan for risk assessment and testing services for the 2025-2026 school year, as submitted.

10.18 Appoint Bond Counsel Attorney Harris Beach PLLC

Motion Talbot seconded by Sage to appoint Harris Beach PLLC as bond counsel for the district and accept proposal, as submitted.

10.19 Appoint School Attorney Webster Szanyi LLP

Motion by Talbot seconded by Sage to appoint Webster Szanyi LLP as counsel for the district.

10.20 Appoint School Attorney Lippes Mathias LLP

Motion by Talbot seconded by Sage to appoint Lippes Mathias LLP as counsel for the district.

10.21 Appoint School Attorney Bond, Schoeneck & King PLLC

Motion by Talbot seconded by Sage to appoint Bond, Schoeneck & King, PLLC as counsel for the district.

10.22 Appoint Asbestos Designee

Moved by Talbot seconded by Sage to appoint the Director of Facilities II, as asbestos (LEA) designee for the district.

10.23 Appoint Insurance Broker and Policy Holder

Moved by Talbot seconded by Sage to appoint Gallagher Insurance as the insurance broker for the district and Utica National as the policy holder.

10.24 Appoint Records Management Officer

Moved by Talbot seconded by Sage to appoint the assistant superintendent for business and support services as the records management officer.

10.25 Appoint Appointing Officer for Civil Service Functions

Moved by Talbot seconded by Sage to appoint the assistant superintendent for human resources as the appointing officer for civil service functions.

10.26 Appoint Chief Emergency Officer

Moved by Talbot seconded by Sage to appoint the assistant superintendent for business and support services as the chief emergency officer.

10.27 Appoint Financial Advisor

Moved by Talbot seconded by Sage to appoint Capital Markets Advisors, LLC as the district's financial advisor for the 2025-2026 school year and approve services agreement.

10.28 Appoint Residency Hearing Officer

Moved by Talbot seconded by Sage to appoint the superintendent of schools as the residency hearing officer for the district.

10.29 Appoint Data Protection Officer

Moved by Talbot seconded by Sage to appoint the director of instructional technology and accountability as the data protection officer for the district.

10.30 Appoint Title IX Officers

Moved by Talbot seconded by Sage to appoint the director of instructional technology and accountability, assistant superintendent for curriculum, instruction and pupil services, assistant superintendent for business and support services, director of secondary education, and the director of elementary education as Title IX officers.

10.31 Appoint Title IX Coordinator

Moved by Talbot seconded by Sage to appoint the assistant superintendent for human resources as the Title IX coordinator.

10.32 Appoint Civil Rights Compliance Officer

Moved by Talbot seconded by Sage to appoint the assistant superintendent for human resources as the Civil Rights Compliance Officer.

10.33 Appoint Census Enumerator

Moved by Talbot seconded by Sage to appoint the assistant superintendent for curriculum, instruction and pupil services as the census enumerator for the district.

10.34 Appoint School Resource Officers as Law Enforcement Unit

Moved by Talbot seconded by Sage to appoint the school resource officers as law enforcement units for the district.

10.35 Appoint Supervisor of Attendance

Moved by Talbot seconded by Sage to appoint the assistant superintendent for curriculum, instruction and pupil services as the supervisor of attendance.

10.36 Appoint Records Access Officer

Moved by Talbot seconded by Sage to appoint the superintendent for business and support services as the records access officer.

10.37 Appoint Liaison for Homeless Children and Youth

Moved by Talbot seconded by Sage to appoint the assistant director of special education as the liaison for homeless children and youth.

10.38 Appoint Chemical Hygiene Officer

Moved by Talbot seconded by Sage to appoint Timothy Reed and Stacy Lauck as chemical hygiene officers for the 2025-2026 school year.

10.39 Appoint Designated Educational Official to Receive Court Notification Regarding a Student's Sentence/ Adjudication in Certain Cases and Juvenile Delinquency Proceedings

Moved by Talbot seconded by Sage to appoint the superintendent of schools as designated education official (DEO) to receive court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings for the 2025-2026 school year.

10.40 Appoint School Pesticide Representative

Moved by Talbot seconded by Sage to appoint the director of facilities II as the pesticide representative for the 2025-2026 school year.

10.41 Appoint Post-Issuance Federal Tax Requirement Compliance Monitoring

Moved by Talbot seconded by Sage to appoint the assistant superintendent for business and support services for post-issuance federal tax requirement compliance monitoring.

10.42 Appoint the Board President and/or Vice President to Appoint an Impartial Hearing Officer

Moved by Talbot seconded by Sage to authorize the board president and/or vice president to appoint an impartial hearing officer per board policy #7670.

10.43 Appoint Assistant Superintendent for Curriculum, Instruction and Pupil Personnel Services to Make All Residency Determinations

Moved by Talbot seconded by Sage to appoint the assistant superintendent for curriculum, instruction and pupil personnel services to make all residency determinations.

10.44 Appoint District-wide School Safety Team

Moved by Talbot seconded by Sage to appoint members of the 2025-2026 District-wide Safety Team, as submitted.

10.45 Appoint Workplace Violence Program Coordinator

Moved by Talbot seconded by Sage to appoint the assistant superintendent for human resources as workplace violence program coordinator.

Vote on motions 10.4 through 10.45: 6 Ayes 0 Nays
Motions approved.

11.0 Other Items

11.1 Conference Reimbursement Rate

Moved by Sage seconded by Schiavone to establish conference reimbursement rates for meals at a maximum of $80/day with receipts.

11.2 Re-adoption of all Policies and Code of Ethics

Moved by Talbot seconded by Schiavone to re-adopt all policies and the code of ethics in effect during the previous year.

11.3 Mileage Reimbursement Rate Established

Moved by Talbot seconded by Sage to establish mileage reimbursement rate according to IRS approved rate, currently at $0.70 per mile.
Vote on motions 11.1 through 11.3: 6 Ayes 0 Nays
Motions approved.

12.0 Presentations

There were no presentations.

13.0 Correspondence

There was no correspondence received.

14.0 Approval of Minutes

Moved by Schiavone seconded by VanNortwick to accept the minutes from the regular session held on June 23, 2025.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

15.0 Items from Staff Organizations

Lancaster Administrative and Supervisory Association:
Mr. Greg Heer, principal of William Street School had no items to report.
Lancaster Central Teachers Association:
Mr. Shaw had no items to report.
Lancaster Association of Service Personnel:
Nobody present to report.
Lancaster Association of Substitute Teachers:
Nobody present to report.

16.0 Board Reports

There were no board reports.

17.0 Superintendent's Administrative Report

Dr. Kufel presented his administrative report.

18.0 Old Business

No old business was discussed.

19.0 New Business

19.1 Personnel Items

19.1.1 Appoint Assistant Principal

Moved by Sage seconded by Talbot to approve the appointment of Mr. Jeremy Lunch as assistant principal effective July 15, 2025, at an annual salary of $95,000 (prorated), as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

19.1.2 Personnel Changes

Moved by Talbot seconded by Schiavone to approve the personnel changes for the period ending July 14, 2025, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

19.2 Education Items

19.2.1 Committee on Special Education

Moved by Sage seconded by Talbot to approve the recommendations of the committee on special education, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

19.2.2 Committee on Preschool Special Education

Moved by Schiavone seconded by Sage to approve the recommendations of the committee on preschool special education, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

20.0 Business & Financial Items

20.1 Financial Reports

Moved by Talbot seconded by Schiavone to approve the financial reports, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

20.2 Policy Adoption #6470 Acceptable Use Policy

Moved by Talbot seconded by Schiavone to adopt policy #6470 Acceptable Use Policy for inclusion in the District's policy manual, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

20.3 Policy Adoption #7316 Use of Internet-Enabled Devices During the School Day

Moved by Talbot seconded by Schiavone to adopt policy #7316 Use of Internet-Enabled Devices During the School Day for inclusion in the District's policy manual, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

20.4 Policy Adoption #5685 Maximum Temperature for School Buildings and Indoor Facilities

Moved by Talbot seconded by Schiavone to adopt policy #5685 Maximum Temperature for School Buildings and Indoor Facilities for inclusion in the District's policy manual, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

20.5 Policy Adoption #5672 Information Security Breach and Notification

Moved by Talbot seconded by Schiavone to adopt policy #5672 Information Security Breach and Notification for inclusion in the District's policy manual, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

20.6 Policy Adoption #5673 Employee Personal Identifying Information

Moved by Talbot seconded by Schiavone to adopt policy #5673 Employee Personal Identifying Information for inclusion in the District's policy manual, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

20.7 Policy 1st Reading #7317 District Technology Device Student Agreement Policy

Policy #7317 District Technology Device Student Agreement policy was presented to the board for a first reading. This policy will be placed on the board's next agenda for a second reading.

20.8 Partial Payments Real Property Taxes

Moved by Sage seconded by VanNortwick to authorize the immediate acceptance of partial payments of school taxes in accordance with the aforementioned legislation, and that the clerk of the board of education provide a copy of this resolution to each of the school district receivers of taxes, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

20.9 Food Service Department Operating Systems Report May 2025

Moved by Schiavone seconded by Talbot to approve the food service department operating system reports for May 2025, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

20.10 2025-2026 School Lunch Fund (C-Fund) Budget

Moved by Schiavone seconded by VanNortwick to approve the 2025-2026 school lunch fund budget, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

20.11 Lancaster Association of Service Personnel – Memorandum of Agreement – Bus Driver Workday

Moved by Talbot seconded by VanNortwick to approve the negotiated memorandum of agreement between the superintendent and the Lancaster Association of Service Personnel regarding bus driver workdays, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

20.12 Tax Certiorari Settlement Information

Information was submitted to the board regarding a tax certiorari settlement with Progressive Casualty Insurance Co.

20.13 Construction Change Orders

Moved by VanNortwick seconded by Schiavone to approve change orders CO-GS-002, 77P5 CO-503A-006, 77P6 CO-603-003, CO-609-003, CO-623-001, CO-631-002, and CO-631-003, as submitted.
Vote on the motion: 6 Ayes 0 Nays

Motion approved.

20.14 Declare Surplus Books

Moved by Talbot seconded by VanNortwick to declare the attached listing of books as surplus and prepare for disposal according to board policy #5250, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

20.15 AIA Contract – Young + Wright Architectural

Moved by Talbot seconded by Schiavone to approve the AIA contract between the Lancaster Central School District and Young + Wright Architectural for architecture services for the 2025-2026 capital outlay project, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

20.16 AIA Contract – Watts Architecture & Engineering

Moved by Sage seconded by Schiavone to approve the AIA contract between the Lancaster Central School District and Watts Architecture & Engineering for hazardous materials testing for Phase 2 of the 2024 capital project, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

20.17 Contract: Erie Bus Inc. DBA WNY Bus Co.

Moved by VanNortwick seconded by Talbot to approve the contract with Erie Bus Inc. DBA WNY Bus Co., for the 2025-2026 school year in the amount of $209.00 per student per day for an estimated total not to exceed $2,899,875, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

20.18 Contract: Leah Blum, Speech Therapist

Moved by Talbot seconded by VanNortwick to approve the contract between the Lancaster Central School District and Leah Blum, Speech Therapist, to provide specialty PROMPT speech therapy services to a student as detailed in their IEP for the period July 7, 2025 through June 24, 2026, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

20.19 Contract: WNY Dyslexia Specialists, LLC

Moved by Talbot seconded by VanNortwick to approve the contract between the Lancaster Central School District and WNY Dyslexia Specialists, LLC, to provide reading instruction services for the 2025 summer for a specific student, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

20.20 2023-24 and 2025-25 Food Service Department Wages

Moved by Schiavone seconded by Sage to approve the food service department employees wage increase for 2025-2026 in the amount of 3.5% and for the food service employees to receive the raise effective at the start of the 2025-2026 school year instead of retroactively, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

20.21 Bowmansville Volunteer Fire Association Land Resolution

Whereas, the Lancaster Central School District (the "District") is the owner of that certain parcel of real property being approximately 35.34 acres and commonly known as 0 Pleasant View Drive in the Town of Lancaster, County of Erie, and State of New York and depicted on attached Exhibit A (the "Premises"); and
Whereas, the Lancaster Central School District Board of Education (the "Board") has determined that access to and from the Premises is inadequate to support the educational services and functions conducted at or near the Premises and that it is in the best interests of the District and consistent with the long-term plans of the District to identify real property and negotiate for the acquisition of a permanent easement over real property adjacent to the Premises to alleviate the access concerns at or near the Premises ("Access Easement"); and
Whereas, the Board has further determined that a portion of the Premises is surplus land that is wooded and unused, and is no longer needed by the District for educational purposes ("Surplus Land") and that it is in the best interests of the District and consistent with the long-term plans of the District to more clearly identify and ultimately divest itself of all or a portion of the Surplus Land; and
Whereas, the Bowmansville Volunteer Fire Association ("BVFA") owns land adjacent to the Premises that fronts on Seitz Avenue and is commonly known as 0 Seitz Avenue, Lancaster NY, as depicted on attached Exhibit B; and
Whereas, BVFA desires to negotiate with the District and to explore the conveyance and exchange of certain property rights relative to the Access Easement and Surplus Land, by way of a non-binding Letter of Intent by and between BVFA and the District, in substantially the form attached as Exhibit C and
Now, Therefore Be It Resolved by the Board that:
The acquisition of an Access Easement close to the Premises and to be improved and used as an emergency means of ingress and egress to the Premises is consistent with the long-term plans of the District and is in the best interests of the District.
The conveyance of all or a portion of the Surplus Land in furtherance of the acquisition of an Access Easement is consistent with the long-term plans of the District and is in the best interests of the District.

The Superintendent and/or members of the Board, as appropriate or as otherwise required by law, are hereby authorized, empowered and directed to take such steps as they deem necessary, appropriate or advisable to (A) preliminarily identify a parcel of real property or a portion thereof close to the Premises over which an easement can be acquired and upon which an access road can be constructed or utilized and (B) preliminarily identify an area of land that is not needed by the District for educational purposes and could be conveyed to an adjacent landowner as consideration for the grant of needed easement rights and (C) negotiate the terms and conditions of the acquisition of an easement and conveyance of land with the respective owner(s) or authorized agent(s) and (D) enter into a non-binding letter of intent to facilitate such so contemplated actions.

The negotiation and execution by the Superintendent of Schools, and/or the members of the Board, as appropriate or as otherwise required by law, for and on behalf of the District, of such Letter of Intent, in connection with the potential acquisition of the Access Easement, and the potential conveyance of Surplus Land in form and substance approved by the Superintendent, and/or the members of the Board, as appropriate or as otherwise required by law, his or her signature thereon being conclusive evidence of such approval, are hereby in all respects approved, adopted and authorized by and on behalf of the District.

Any and all acts, instruments and other writings previously performed or executed and delivered by the Superintendent and/or the members of the Board, for and on behalf of the District, in connection with the transactions contemplated by the foregoing resolutions, are in all respects ratified, affirmed and approved.

The foregoing resolutions shall remain in full force and effect until a copy of a subsequent resolution revoking or amending them, duly certified by the proper officers of the Board, shall be made by the Board.

This resolution shall be effective immediately.

Vote on the motion: 6 Ayes 0 Nays
Motion approved.

20.22 Resolution to Participate With BOCES RIC One Risk Operations Center Service to Negotiate Data Privacy Agreements

Moved by Sage seconded by VanNortwick to approve the resolution with RIC ONE Risk Operations Center (the "ROC") for data privacy agreement review and negotiations services for the 2025-2026 school year, as submitted.

Vote on the motion: 6 Ayes 0 Nays
Motion approved.

21.0 Public Hearing

No one addressed the board at this time.

22.0 Executive Session

At 7:57pm moved by VanNortwick seconded by Schiavone to move to executive session to discuss the employment of a particular person.

Vote on the motion: 6 Ayes 0 Nays
Motion approved.

At 8:43pm moved by Talbot seconded by VanNortwick to reconvene regular session.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

23.0 Adjournment

At 8:44pm moved by Schiavone seconded by VanNortwick to adjourn the regular session.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

Sandra A. Janik, District Clerk