



LEWISTON-PORTER CENTRAL SCHOOL DISTRICT

4061 Creek Road
Youngstown, NY 14174

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.	Organizational Board of Education Meeting & Regular Board Meeting Approved Minutes 07/29/2024 Board Meeting July 1, 2024, 6:00 pm, Boardroom, Community Resource Center	
Board of Education: President: Danielle M. Mullen (2023-2025) Vice President: Joseph J. Palermo (2023-2026) Chuck Barber (2022-2025) Tessa Connelly (2024-2027) Sara Ohanessian (2024-2027) Jack G. Waugaman III (2023-2026)	Superintendent: Asst. Supt. for Admin. Svcs: District Clerk:	Paul J. Casseri Donna L. Hill Marisa I. Barile
Absent:	April Saks (2022-2025)	

Call to Order and Pledge of Allegiance	The District Clerk called the meeting to order at 6:00 pm with the Pledge of Allegiance.	
Acceptance of Agenda	RESOLVED , that the Board of Education accept the Organizational Meeting Agenda for July 1, 2024. Motion made by the District Clerk, seconded by Mullen to accept the agenda.	Approved, CARRIED 6-0
Method of Voting	RESOLVED , that the method of voting is voice unless a roll call vote is requested by any one board member. If a roll call vote is requested, it shall be conducted alphabetically by each board member's last name. Motion made by the District Clerk, seconded by Palermo to approve the method of voting.	Approved, CARRIED 6-0



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1. Administration of Oath

Oath of Office	The Oath of Faithful Performance in Office will be administered by the District Clerk to the following board members; Tessa Connelly Sara Ohanessian The oath was administered to Mrs. Tessa Connelly and Ms. Sara Ohanessian by the District Clerk.	1
Oath of Office	The Oath of Faithful Performance in Office will be administered by the District Clerk to Mr. Paul J. Casseri, Superintendent of Schools. The oath was administered to Mr. Casseri by the District Clerk.	1A



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2. Election of Officers

Election of Board of Education President	The board will entertain nominations from its members for the office of President of the Board of Education for the 2024-2025 school year. Motion made by Waugaman, seconded by Palermo to nominations for the Board of Education President. Danielle M. Mullen was nominated by Jack G. Waugaman III to serve as President of the Board of Education for the 2024-2025 school year. RESOLVED, that Danielle M. Mullen be elected President of the Lewiston-Porter Board of Education.	2 Approved, CARRIED 6-0
Election of Board of Education Vice-President	The board will entertain from its members for the office of Vice-President of the Board of Education for the 2024-2025 school year. Motion made by Wuagaman, seconded by Barber to accept nominations for the Board of Education Vice President. Joseph J. Palermo was nominated by Jack G. Waugaman III to serve as Vice President of the Board of Education for the 2024-2025 school year. RESOLVED, that Joseph J. Palermo be elected Vice-President of the Lewiston-Porter Board of Education.	2A Approved, CARRIED 6-0
Oath of Office	The Oath of Faithful Performance in Office will be administered by the District Clerk to the newly elected President and Vice-President of the Board of Education. The District Clerk administered the Oath of Office to Mrs. Danielle M. Mullen (President) and Mr. Joseph J. Palermo (Vice-President).	2B
President Pro Tem	RESOLVED, that in the absence of the Board of Education President and Vice President, the most senior board member present at the meeting will be appointed President Pro Tem for that meeting. Should two board members be present who were elected at the same time, the member who placed earliest in the ballot order at the most recent election will be appointed. Motion made by Mullen, seconded by Waugaman to approve item 2C.	2C Approved, CARRIED, 6-0



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3. Appointment of Officers

Appointment of District Officers	RESOLVED , that the following District Officers of the Board of Education be appointed with salaries to be paid: District Clerk, Marisa I. Barile, \$17,500 Tax Collector, Kathy Moore, \$9,500 Internal Claims Auditor, Kathryn VanDeusen \$2,000 Motion made by Mullen, seconded by Palermo to approve item 3.	3 Approved, CARRIED, 6-0
Oath of Office	The Oath of Faithful Performance in Office will be administered by the President of the Board of Education to the District Clerk. Danielle M. Mullen, Board President, administered the Oath of Office to the District Clerk.	3A



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4. Other Appointments

Other Appointments

RESOLVED, that the following be appointed:

Records Access/Records Management Officer	\$4,500/yr, Mrs. ToniMarie Waldeck
Deputy Treasurer	Mrs. ToniMarie Waldeck
International Program Coordinators	\$6,250/yr Mrs. Anika Fetzner \$6,250/yr Mrs. Rhonda Shiah
Community Education Coordinators	\$2,750/yr, Mrs. Rhonda Shiah \$2,750/yr, Ms. Melanie Hendee
Central Registration	\$1,750/yr, Mrs. Rhonda Shiah
School Physicians	Dr. Shawn Ferguson, MD Dr. Evelyn Coggins, MD Dr. R. P. Singh, MD
Employee Assistance Resource	Employee Resource, Inc.
Financial Advisors	Municipal Solutions, Inc.
Attorney/Consultant Partners Senior Associates Associates Law Clerks Paralegals Educational Consultant Services (Dr. Howard Smith)	Webster Szanyi, LLP \$285/hour \$245/hour \$230/hour \$160/hour \$135/hour \$250/hour
Attorney/Consultant Partners Senior Associates Associates Law Clerks Legal Assistants Environmental Law	Hodgson Russ, LLP \$330/hour \$313/hour \$297/hour \$226/hour \$160/hour \$394/hour
External Auditor	Lumsden & McCormick
Chief Emergency Officer	Mr. Paul J. Casseri
Designated Educational Official (DEO)	Mr. Paul J. Casseri
Chief Information Officer	Mr. Nicholas Hill

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Approved,
CARRIED, 6-0



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	Safety Director	Mrs. Donnal L. Hill
	Health, Physical Education Director/ Wellness Coordinator	Mr. Bradly Halgash
	Technology Coordinator/Data Protection Officer	Mr. Nicholas Hill
	Attendance Officers	Mr. John Evert, HS Mr. Andrew Auer, MS Mrs. Tina Rodriguez, IEC Mrs. Tamara Larson, PEC
	Internal Auditor	Freed Maxick
	Board Audit Committee	Board of Education
	Section 504/ADA Compliance Officer	Mrs. Lynn Hewitt
	Title IX/Civil Rights/Discrimination Coordinators	Mrs. Donna L. Hill Mr. Nicholas Hill
	Liaison for Homeless Children and Youth Liaison for Foster Care	Mrs. Lynn Hewitt
	Medicaid Compliance Officer	Mrs. Lynn Hewitt
	Food Service Officials-Federal Child Nutrition Program: Reviewing Official Hearing Official Verification Official	School District Treasurer (TBD) Mr. Paul J. Casseri Mrs. Kathy Moore
	Chemical Hygiene Officer	Mrs. Donna L. Hill
	Integrated Pest Management Coordinator (IPM)	Mr. Paul Feathers
	Emergency Manager	Mr. Paul Feathers
	Census Enumerator	Mr. Nicholas Hill
	Dignity Act Compliance Coordinator	Mr. Nicholas Hill
	Primary Ed. Center Dignity Act Coordinator	Ms. Emily Adamson



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	<table><tr><td>Intermediate Ed. Center Dignity Act Coordinator</td><td>Ms. Emily Brook</td></tr><tr><td>Middle School Dignity Act Coordinator</td><td>Ms. Kathleen Stack</td></tr><tr><td>High School Dignity Act Coordinator</td><td>Ms. Petrina DiVincenzo</td></tr><tr><td>Grants Coordinator</td><td>Mrs. Lynn Hewitt</td></tr><tr><td>Community Education Coordinator</td><td>Mrs. Anita Muzzi</td></tr></table> Motion made by Mullen, seconded by Palermo to approve item 4.	Intermediate Ed. Center Dignity Act Coordinator	Ms. Emily Brook	Middle School Dignity Act Coordinator	Ms. Kathleen Stack	High School Dignity Act Coordinator	Ms. Petrina DiVincenzo	Grants Coordinator	Mrs. Lynn Hewitt	Community Education Coordinator	Mrs. Anita Muzzi	
Intermediate Ed. Center Dignity Act Coordinator	Ms. Emily Brook											
Middle School Dignity Act Coordinator	Ms. Kathleen Stack											
High School Dignity Act Coordinator	Ms. Petrina DiVincenzo											
Grants Coordinator	Mrs. Lynn Hewitt											
Community Education Coordinator	Mrs. Anita Muzzi											
Agreement with School Physician	RESOLVED, upon the recommendation of the Superintendent, that the Lewiston-Porter Board of Education approve the agreement with Shawn Ferguson, M.D., to serve as Medical Inspector for the district and to provide independent contractor services in planning, development and implementation of a comprehensive school health program for the 2024-2025 school year. RESOLVED, that the Superintendent be granted the authority to sign this agreement on behalf of the District. Motion made by Mullen, seconded by Waugaman to approve item 4A.	4A Approved, CARRIED, 6-0										
5. Designations												
Designations	Official Newspaper for Bids, Legal Notices, and Advertising: Niagara Gazette (for Annual Meeting Legal Notices requiring publication in two newspapers, the second publication will be the Buffalo Business First). District's Primary Banking Institution: Key Bank, Lewiston, New York District's Banking/Government Investments: New York Cooperative Liquid Assets Securities System (NYCLASS) Official Bank Depository: Chase Bank, Manufacturers, and Traders Trust Company, Key Bank, Bank of America, and Citizens Bank. Lewiston-Porter District Banking Signatories Host Community Standing Committee: School District Treasurer (TBD), and Mr. Paul J. Casseri, Superintendent Signatory on all Lewiston-Porter School District Checks: School District Treasurer (TDB) Motion made by Mullen, seconded by Barber to approve item 5.	5 Approved, CARRIED, 6-0										



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Board of Education Meetings	RESOLVED , that the meetings of the Board of Education will be held on the second and fourth Monday of each month in the Community Resource Center, commencing at 6:00 p.m., unless otherwise announced. Generally, the second Monday will be a work session and the fourth Monday will be our regular business meeting.		5A Approved, CARRIED, 6-0
	Board Retreat Dates:	07/29/2024, 08/12/2024	
	Regular Board Meeting Dates:	07/29/2024, 08/26/2024 09/23/2024, 10/28/2024 11/25/2024, 12/16/2024 01/27/2025, 02/24/2025 03/24/2025, 04/28/2025 05/27/2025, 06/16/2025	
	Work Session Meeting Dates:	08/12/2024, 09/09/2024 10/07/2024, 11/04/2024 12/09/2024, 01/13/2025 02/10/2025, 03/10/2025 04/07/2025, 05/12/2025	
	ON/BOCES Budget & Election Meeting Date:	04/22/2025	
	Annual Budget Hearing Date:	05/12/2025	
	Annual Meeting/Election Date:	05/20/2025	
	RESOLVED , that Robert’s Rules of Order (latest edition – 2000) be adopted as the guidelines for conducting Board of Education meetings.		
	Motion made by Mullen, seconded by Palermo to approve item 5A.		
	6. Authorizations		
Authorizations	Certify Payrolls/Purchasing Agent	Mrs. Donna L. Hill	6 Approved, CARRIED, 6-0
	Emergency Deputy Purchasing Agent	Mr. Paul J. Casseri	
	Petty Cash Fund(s)	Mrs. Kathy Moore	
	Asbestos Compliance Officer	Mr. Paul Feathers	
	Student Residency Compliance Officer	Mr. Paul J. Casseri	
	Sexual Harassment Officers	Mrs. Donna L. Hill Mr. Nicholas Hill	



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	<table><tr><td>Chief School Officer (Approve Budget Transfers up to \$15,000)</td><td>Mr. Paul J. Casseri</td></tr><tr><td>Approval of attendance at conferences with expenses</td><td>Mr. Paul J. Casseri</td></tr></table> Authorization to Require Education Law 913 Determination RESOLVED, that the Board of Education of Lewiston-Porter School District hereby authorizes the Superintendent of Schools to require employees to submit to a medical examination to determine their fitness to continue employment, and to make such arrangements as are necessary to effectuate this resolution, pursuant to Education Law §913. Authorization for Real Property Tax Refunds/Corrections WHEREAS, New York State Real Property Tax Law, section 554 and section 556, provides for an administrative correction of error process that assists property owners in obtaining refunds and/or corrections for real property tax payments or billings, and WHEREAS, certain clerical errors, unlawful entries and errors in essential fact, as defined in the New York State Real Property Tax Law, are permitted to be corrected by a taxing jurisdiction based upon the recommendation of the Director of Real Property Tax Services, and WHEREAS, the taxing jurisdiction can delegate, by resolution, on an annual basis, to an official who is empowered to authorize payment of bills, the authority to perform the duties of the tax levying body in regard to Real Property Tax Law, Sections 554 and 556, now therefore be it RESOLVED, that the Assistant Superintendent for Administrative Services is hereby delegated the authority to perform the duties of tax levying body during 2024-2025 when the Real Property Tax Director's recommended refund and/or correction is twenty-five hundred dollars (\$2,500) or less, and be it further RESOLVED, that on, or before, the fifteenth day of each month the designated official shall submit a report to the Board of Education of the refunds and/or corrections processed during the preceding month, containing the name of each recipient, the location of the property, and the amount of the refund. Employee Leave Requests RESOLVED, that the Superintendent of Schools be delegated the authority to approve employee unpaid leave requests of up to five (5) days. Motion made by Mullen, seconded by Waugaman to approve item 6.	Chief School Officer (Approve Budget Transfers up to \$15,000)	Mr. Paul J. Casseri	Approval of attendance at conferences with expenses	Mr. Paul J. Casseri									
Chief School Officer (Approve Budget Transfers up to \$15,000)	Mr. Paul J. Casseri													
Approval of attendance at conferences with expenses	Mr. Paul J. Casseri													
Extraclassroom Activity Fund	RESOLVED, that the High School Extraclassroom Activity Fund be approved in the account areas of: <table><tr><td>Art Club</td><td>Book Club</td><td>Business Club</td></tr><tr><td>Class of 2025</td><td>Class of 2026</td><td>Class of 2027</td></tr><tr><td>Class of 2028</td><td>D & D Club</td><td>Drama</td></tr><tr><td>Future Teachers</td><td>HOSA</td><td>HS/MS Gay-Straight Alliance</td></tr></table>	Art Club	Book Club	Business Club	Class of 2025	Class of 2026	Class of 2027	Class of 2028	D & D Club	Drama	Future Teachers	HOSA	HS/MS Gay-Straight Alliance	6A Approved, CARRIED, 6-0
Art Club	Book Club	Business Club												
Class of 2025	Class of 2026	Class of 2027												
Class of 2028	D & D Club	Drama												
Future Teachers	HOSA	HS/MS Gay-Straight Alliance												



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Key Club	Lancer Council	Lancer Leader Crew
Lew-Port Athletic Fund	Life Skills	Masterminds
Music Projects	Musical Theater	National Honor Society
Newspaper	Scholarship Bowl	Scholarship Club
Science Honor Society	Science Olympiad	Spanish Club
Traditions	Yearbook	

Chief Faculty Counselor; Mr. Christopher D'Anna and **Central Treasurer;** Mrs. Sandra Girasole

RESOLVED, that the **Middle School** Extraclassroom Activity Fund be approved in the account areas of:

Art	Baking Club	Band
Builder's Club	Class of 2029	Class of 2030
Class of 2031	Drama	HS/MS Gay Straight Alliance
International Connections	Innovations Experience	National Jr. Honor Society
Orchestra	Science & Nature	Ski Club
Student/Lancer Council	Washington, DC Trip	WEB
Yearbook		

Chief Faculty Counselor; Mr. Andrew Auer and **Central Treasurer;** Mrs. Susan Gentile

RESOLVED that the **Primary/Intermediate Building** Extraclassroom Activity Funds be approved in the account area of:

Elementary Activity Fund with the following Officers:

Chief Faculty Counselor; Mrs. Tamara Larson/Mrs. Tina Rodriguez and Central Treasurer; District School Treasurer (TBD)

Motion made by Mullen, seconded by Palermo to approve item 6A.



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7. Official Undertakings (Bonds)

Bonding of District Officers and Administrative Personnel	RESOLVED, that for the 2024-2025 school year, the bonding of various positions shall be established as follows: Public dishonesty coverage (including Faithful Performance of Duty coverage) shall be maintained with a limit of \$1,000,000 per loss. Motion made by Mullen, seconded by Waugaman to approve item 7.	7 Approved, CARRIED, 6-0
Indemnification of the Board of Education and District Employees	RESOLVED, that the Board of Education does and hereby agrees to defend and indemnify any Board member, Superintendent, officer, administrator, principal, or member of the teaching or supervisory staff of the Lewiston-Porter Central School District in any action or proceeding brought against such person, provided that the action or proceeding arises out of the good faith performance of his or her duties and within the scope of his or her authority as a Board member, Superintendent, officer, administrator, principal or member of the teaching or supervisory staff. Motion made by Mullen, seconded by Waugaman to approve item 7A.	7A Approved, CARRIED, 6-0

8. Other Items

Re-adoption of Policies	RESOLVED, that the existing policies of the Board of Education, including Policy 5220, District Investments, for which annual review and re-adoption is required by regulation, be approved. Motion made by Mullen, seconded by Waugaman to approve item 8.	8 Approved, CARRIED, 6-0
Approval of the Retention and Disposition Schedule for New York Local Government Records (LGS-1)	RESOLVED, that the Lewiston-Porter Board of Education approve the Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein. FURTHER RESOLVED, that in accordance with Article 57-A: (a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods. Motion made by Mullen, seconded by Barber to approve item 8B.	8B Approved, CARRIED, 6-0



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Annual Special Education Contracts	RESOLVED, that the Contracted Service Providers for annual Special Education contracts listed below are approved for 2024-2025 school year from 07/01/2024 through 06/30/2025. <table border="1" data-bbox="427 476 1287 726"> <tr> <td>Bright Beginnings</td><td>Creative Therapies of WNY</td><td>Cynthia Flowers</td></tr> <tr> <td>Medicaid Consulting Services LLC</td><td>Stepping Stone Therapeutics</td><td>Sunbelt Staffing</td></tr> <tr> <td>Time to Grow Therapy</td><td>Visually Impaired Advancement</td><td></td></tr> </table> Motion made by Mullen, seconded by Palermo to approve item 8C.	Bright Beginnings	Creative Therapies of WNY	Cynthia Flowers	Medicaid Consulting Services LLC	Stepping Stone Therapeutics	Sunbelt Staffing	Time to Grow Therapy	Visually Impaired Advancement		8C Approved, CARRIED, 6-0
Bright Beginnings	Creative Therapies of WNY	Cynthia Flowers									
Medicaid Consulting Services LLC	Stepping Stone Therapeutics	Sunbelt Staffing									
Time to Grow Therapy	Visually Impaired Advancement										
Special Education Committees/Hearing Officers	RESOLVED, that the following Committee on Special Education for the 7-1-24 through 6-26-25 school year be appointed as submitted by the administration: Chairperson (Special Teacher/Certified Administrator): Mrs. Lynn Hewitt School Psychologist/CSE Chairperson: Ms. Rachel Stiffen, Ms. Amy Williams, Ms. Breanna Burke A school physician, if specifically requested in writing by the parent of the student or by a member of the school at least 72 hours prior to the meeting. The parents or persons in a parental relationship to the student. Child's Special Education Teacher, or, if appropriate, the special education provider of the student. Child's Regular Education Teacher. Whenever appropriate, the student with a disability. Other individuals who have knowledge or special expertise regarding the child, including related services personnel as appropriate. Parent Member from the following list: Ms. Denise Plennert RESOLVED, that the following Committee on Preschool Special Education for the 2024-2025 school year be appointed as submitted by the administration: Chairperson (Special Teacher/Certified Administrator): Mrs. Lynn Hewitt Parent Member from the following list: Ms. Denise Plennert A representative of the municipality of the preschool child's residence provided that the attendance of the appointee of the municipality shall not be required for a quorum.	8D Approved, CARRIED, 6-0									



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	Parents of the preschool child. At least one Special Education Teacher or, where appropriate, at least one Special Education Provider (i.e. Related Service Provider) of such a child. One regular education teacher of the child whenever the child is or may be participating in the regular education environment. An individual who can interpret the instructional implications of evaluation results, provided that such individual may also be the individual appointed as the regular education teacher, the special education teacher or special education provider, the school psychologist, the representative of the school district or a person having knowledge or special expertise regarding the student when such member is determined by the school district to have the knowledge and expertise to fulfill this role on the committee. Other persons having knowledge or special expertise regarding the child, including related services personnel as appropriate, as the school district or the parent shall designate. The determination of knowledge or special expertise of such a person shall be made by the party (parents or school district) who invited the individual to be a member of the committee on special education. For a child in transition from early intervention programs and services, at the request of the parent, the appropriate professional designated by the agency that has been charged with the responsibility for the preschool child. RESOLVED, that the District Subcommittee on Special Education for the 2024-2025 school year be appointed, as submitted by the administration. The membership of the subcommittee shall include, but not be limited to: Parents of the student Regular education teacher of the student whenever the student is or may be participating in the regular education environment. One of the student's special education teachers, or, if appropriate, not less than one special education provider of the student. Representative of the school district who is qualified to provide, administer or supervise special education (Mrs. Lynn Hewitt, Director of Special Education/Grant Writing), or a representative who is knowledgeable about the general education curriculum and who is knowledgeable about the availability of resources of the school district (School Psychologist Ms. Rachel Stiffen, Ms. Amy Williams, Ms. Breanna Burke). The representative of the school district shall serve as the chairperson of the subcommittee. A school psychologist, whenever a new psychological evaluation is reviewed or a change to a program option is made with a more intensive staff/student ratio. An individual who can interpret the instructional implications of evaluation results.	
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	Such other persons having knowledge or special expertise regarding the student, including related services personnel as appropriate, as the committee or the parent shall designate. The student, if appropriate. RESOLVED, that Ms. Jennifer Beggs be appointed as the designated CSE and CPSE Surrogate Parent, as submitted by the administration. RESOLVED, the Board of Education seeks to authorize certain individuals to appoint an Impartial Hearing Officer under section 1415 of the Individuals with Disabilities Education Act ("IDEA") if the Board does not have a regular meeting scheduled on a day when an appointment needs to be made. The Board of Education hereby authorizes the Board President or Vice-President to appoint an Impartial Hearing Officer on behalf of the full Board of Education, to preside over any due process hearing request filed under 1415 of the IDEA. RESOLVED, that the Board of Education of Lewiston-Porter School District, upon recommendation of the Superintendent of Schools, shall compensate Impartial Hearing Officers who have been certified by the Commissioner of Education of the State of New York to serve as Impartial Hearing Officers in accordance with Education Law Section 4404(1) and 8 N.Y.C.R.R. Section 200.1(x), at the following rates for services and expenses: (1) Certified Impartial Hearing Officers shall be compensated at the rate of one hundred dollars (\$100) per hour for time spent in pre-hearing, hearing, and post-hearing activities of researching and writing a decision. The District does not and will not pay for hearing dates that are adjourned or canceled, regardless of the reason, when the adjournment or cancellation is on two or more business days' notice. (2) Certified Impartial Hearing Officers will be reimbursed for travel time to and from the hearing. Automobile travel shall be reimbursed at the then-current per mile rate which is established from time to time for travel by District employees and representatives in lieu of the above hourly rate. (3) Airline or train travel shall be reimbursed at the actual reasonable costs incurred by the Impartial Hearing Officer and actual travel time. The District will reimburse Impartial Hearing Officers for the cost of their lodging up to eighty dollars (\$80) per night with a receipt submitted or fifty-five dollars (\$55) per night without a receipt submitted for hearing dates that fall on consecutive days. Motion made by Mullen, seconded by Barber to approve item 8D.	
Appointment of the Annual Meeting Officers	RESOLVED, that the following individuals be appointed as officers for the Annual Meeting: Mrs. Marisa I. Barile (District Clerk/Chief Vote Coordinator), Mr. Kevin Szanyi (School Attorney/Meeting Chairperson), and Mrs. Barbara Carter (Vote Coordinator). Motion made by Mullen, seconded by Barber to approve item 8E.	8E Approved, CARRIED, 6-0



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Service Agreement	RESOLVED, that the Lewiston-Porter Board of Education approve the Services Agreement Reinstatement for the continuation of 403(b)/457(B) administration services by The Omni Group. Motion made by Mullen, seconded by Barber to approve item 8F.	8F Approved, CARRIED, 6-0
Cooperative Bids/Awarding of Contracts	WHEREAS, it is the plan of a number of public school districts in Orleans, Niagara, Erie, Chautauqua, and Cattaraugus Counties, New York, to bid jointly as Authorized by General Municipal Law, Article 5-G: Art, Athletic Equipment/Supplies, Chlorine/Pool Supplies, Custodial Supplies, Electricity, Filters, Fire Extinguisher Services, Fuels – gas and diesel, and Natural Gas. WHEREAS, Lewiston-Porter Central School District wishes to participate in the cooperative bidding program through the Orleans/Niagara BOCES that will be drafting specifications, advertising for bids, accepting and opening bid, tabulating bids, reporting the results to the Board of Education and making a recommendation thereon; therefore, BE IT RESOLVED, that the Lewiston-Porter Central School District Board of Education authorizes the above-mentioned program to represent it in all matters leading up to the entering into a contract for the purchase of the above-mentioned commodities; and, BE IT FURTHER RESOLVED, that the Lewiston-Porter Central School District Board of Education agrees to assume its equitable share of the costs of the cooperative bidding; and, BE IT FURTHER RESOLVED, that the Lewiston-Porter Central School District Board of Education agrees (1) to abide by majority decision of the participating districts on quality standards; (2) that unless all bids are rejected, it will award contracts according to the recommendations of the group; (3) that after award of contract(s), it will conduct all negotiations directly with the successful bidder(s). ----- WHEREAS, it is the plan of a number of public school districts in Orleans, Niagara, Erie, Chautauqua, and Cattaraugus Counties, New York, to bid jointly as Authorized by General Municipal Law, Article 5-G: Printer/Copier Cartridges. WHEREAS, Lewiston-Porter Central School District wishes to participate in the cooperative bidding program through the Erie 1 BOCES that will be drafting specifications, advertising for bids, accepting and opening bid, tabulating bids, reporting the results to the Board of Education, and making a recommendation thereon; therefore, BE IT RESOLVED, that the Lewiston-Porter Central School District Board of Education authorizes the above-mentioned program to represent it in all matters leading up to the entering into a contract for the purchase of the above-mentioned commodities; and, BE IT FURTHER RESOLVED, that the Lewiston-Porter Central School District Board of Education agrees to assume its equitable share of the costs of the cooperative bidding; and, BE IT FURTHER RESOLVED, that the Lewiston-Porter Central School District Board of Education agrees (1) to abide by majority decision of the participating districts on quality standards; (2) that unless all bids are rejected, it will award contracts according to the recommendations of the	8G Approved, CARRIED, 6-0



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	group; (3) that after award of contract(s), it will conduct all negotiations directly with the successful bidder(s). WHEREAS, it is the plan of a number of public school districts in Orleans, Niagara, Erie, Chautauqua and Cattaraugus Counties, New York, to bid jointly as Authorized by General Municipal Law, Article 5-G: Duplicating Paper. WHEREAS, Lewiston-Porter Central School District wishes to participate in the cooperative bidding program through the Erie 2 BOCES that will be drafting specifications, advertising for bids, accepting and opening bid, tabulating bids, reporting the results to the Board of Education and making a recommendation thereon; therefore, BE IT RESOLVED, that the Lewiston-Porter Central School District Board of Education authorizes the above-mentioned program to represent it in all matters leading up to the entering into a contract for the purchase of the above-mentioned commodities; and, BE IT FURTHER RESOLVED, that the Lewiston-Porter Central School District Board of Education agrees to assume its equitable share of the costs of the cooperative bidding; and, BE IT FURTHER RESOLVED, that the Lewiston-Porter Central School District Board of Education agrees (1) to abide by majority decision of the participating districts on quality standards; (2) that unless all bids are rejected, it will award contracts according to the recommendations of the group; (3) that after award of contract(s), it will conduct all negotiations directly with the successful bidder(s). ----- WHEREAS, Chapter 56 of the Laws of 2012 and Chapter 494 of the Laws of 2009 amended Section 103 of New York’s General Municipal Law to allow school districts to award purchase contracts of up to \$20,000 and public works contracts of up to \$35,000 based on best value rather than on the lowest responsible bid, it is hereby, RESOLVED, that the Lewiston-Porter Board of Education is authorized to award purchase contracts of up to \$20,000 and public works contracts of up to \$35,000 based on best value, which is defined as optimizing quality, cost, and efficiency. Motion made by Mullen, seconded by Barber to approve item 8G.					
Rate for Substitutes	RESOLVED, that the substitute rates for the 2024-2025 school year are as follows; <table><tr><td>Principal</td><td>\$250/day \$300/day (after the first 5 days in the same assignment)</td></tr><tr><td>Assistant Principal</td><td>\$200/day \$225/day (after the first 5 days in the same assignment)</td></tr></table>	Principal	\$250/day \$300/day (after the first 5 days in the same assignment)	Assistant Principal	\$200/day \$225/day (after the first 5 days in the same assignment)	8H Approved, CARRIED, 6-0
Principal	\$250/day \$300/day (after the first 5 days in the same assignment)					
Assistant Principal	\$200/day \$225/day (after the first 5 days in the same assignment)					



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	<table><tr><td>Instructional Substitutes (Non-Certified)</td><td>\$135/day \$140/day (after 10 consecutive days in the same placement)</td></tr><tr><td>Instructional Substitutes (Certified)</td><td>\$150/day \$160/day (after 10 consecutive days in the same placement)</td></tr><tr><td>Clerical</td><td>\$17/hr</td></tr><tr><td>Aide</td><td>\$16/hr</td></tr><tr><td>Monitor</td><td>\$16/hr</td></tr><tr><td>Groundsperson</td><td>\$16.50/hr</td></tr><tr><td>Cleaner</td><td>\$16/hr</td></tr><tr><td>Nurse</td><td>\$30/hr</td></tr></table> Motion made by Mullen, seconded by Waugaman to approve item 8H.	Instructional Substitutes (Non-Certified)	\$135/day \$140/day (after 10 consecutive days in the same placement)	Instructional Substitutes (Certified)	\$150/day \$160/day (after 10 consecutive days in the same placement)	Clerical	\$17/hr	Aide	\$16/hr	Monitor	\$16/hr	Groundsperson	\$16.50/hr	Cleaner	\$16/hr	Nurse	\$30/hr	
Instructional Substitutes (Non-Certified)	\$135/day \$140/day (after 10 consecutive days in the same placement)																	
Instructional Substitutes (Certified)	\$150/day \$160/day (after 10 consecutive days in the same placement)																	
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Aide	\$16/hr																	
Monitor	\$16/hr																	
Groundsperson	\$16.50/hr																	
Cleaner	\$16/hr																	
Nurse	\$30/hr																	
Tax Exemption/ Partial Exemption for Disabled	RESOLVED, by the Board of Education of the Lewiston-Porter Central School District as follows: The purpose of this resolution is to grandfather a partial exemption from taxation to certain owners of real property who meet limited income and other requirements who have previously been receiving this benefit. Such requirements, and the corresponding percentages of assessed valuation which would be exempt from taxation depending on income level, are set forth in Subsection 459 of the Real Property Tax law and in Section B of this Resolution, below. A. The owner, or all the owners of the property, must have previously filed an application for such exemption, and have been receiving an exemption prior to July 1, 2016, on forms prescribed by the State Board and obtained from the assessing authority. The applications shall furnish all information requested, and be executed in the manner prescribed on such forms. Said applications shall be filed in the Assessor’s Office on or before the appropriate taxable status date. B. The income of the owner or the combined income of the owners must not exceed the maximums set out in the following schedule, for the twelve consecutive months prior to the date that the application is filed: <table><tr><td>Disability Exemption Income</td><td>Exemption Percent</td></tr><tr><td>Less than: \$ 17,500</td><td>50%</td></tr><tr><td>From: \$ 17,500 to \$ 18,499.99</td><td>45%</td></tr><tr><td>\$ 18,500 to \$ 19,499.99</td><td>40%</td></tr><tr><td>\$ 19,500 to \$ 20,499.99</td><td>35%</td></tr><tr><td>\$ 20,500 to \$ 21,399.99</td><td>30%</td></tr><tr><td>\$ 21,400 to \$ 22,299.99</td><td>25%</td></tr><tr><td>\$ 22,300 to \$ 23,199.99</td><td>20%</td></tr></table>	Disability Exemption Income	Exemption Percent	Less than: \$ 17,500	50%	From: \$ 17,500 to \$ 18,499.99	45%	\$ 18,500 to \$ 19,499.99	40%	\$ 19,500 to \$ 20,499.99	35%	\$ 20,500 to \$ 21,399.99	30%	\$ 21,400 to \$ 22,299.99	25%	\$ 22,300 to \$ 23,199.99	20%	8I Approved, CARRIED, 6-0
Disability Exemption Income	Exemption Percent																	
Less than: \$ 17,500	50%																	
From: \$ 17,500 to \$ 18,499.99	45%																	
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	<table><tr><td>\$ 23,200 to \$ 24,099.99</td><td>15%</td></tr><tr><td>\$ 24,100 to \$ 24,999.99</td><td>10%</td></tr><tr><td>\$ 25,000 to \$ 25,900.00</td><td>5%</td></tr></table> C. Title to the property must be vested in the owner, or if more than one, in all the owners, for at least twenty-four (24) consecutive months prior to the date that the application for exemption is filed. D. The property must be used exclusively for residential purposes, be occupied in whole or in part by the owners, and constitute the legal residence of the owners. This resolution shall take effect and apply to the 2024-2025 school taxes. Motion made by Mullen, seconded by Waugaman to approve 8I.	\$ 23,200 to \$ 24,099.99	15%	\$ 24,100 to \$ 24,999.99	10%	\$ 25,000 to \$ 25,900.00	5%																	
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\$ 24,100 to \$ 24,999.99	10%																							
\$ 25,000 to \$ 25,900.00	5%																							
Tax Exemption/ Partial Exemption for Seniors	RESOLVED, by the Board of Education of the Lewiston-Porter Central School District as follows: The purpose of this resolution is to grant a partial exemption from taxation to certain owners of real property who meet limited income and other requirements. Such requirements, and the corresponding percentages of assessed valuation which would be exempt from taxation depending on income level, are set forth in Subsection 467 of the Real Property Tax law and in Section B of this Resolution, below. A. The owner, or all the owners of the property, must file an application for such exemption on forms prescribed by the State Board and obtained from the assessing authority. The applications shall furnish all information requested, and be executed in the manner prescribed on such forms. Said applications shall be filed in the Assessor’s Office on or before the appropriate taxable status date. B. The income of the owner or the combined income of the owners must not exceed the maximums set out in the following schedule, for the twelve consecutive months prior to the date that the application is filed: <table><tr><td>Exemption Income</td><td>Exemption Percent</td></tr><tr><td>Senior Exemption Income</td><td></td></tr><tr><td>Less than: \$ 21,000</td><td>50%</td></tr><tr><td>From: \$ 21,000 to \$ 21,999.99</td><td>45%</td></tr><tr><td>\$ 22,000 to \$ 22,999.99</td><td>40%</td></tr><tr><td>\$ 23,000 to \$ 23,999.99</td><td>35%</td></tr><tr><td>\$ 24,000 to \$ 24,899.99</td><td>30%</td></tr><tr><td>\$ 24,900 to \$ 25,799.99</td><td>25%</td></tr><tr><td>\$ 25,800 to \$ 26,699.99</td><td>20%</td></tr><tr><td>\$ 26,700 to \$ 27,599.99</td><td>15%</td></tr><tr><td>\$ 27,600 to \$ 28,499.99</td><td>10%</td></tr></table> C. Title to the property must be vested in the owner, or if more than one, in all the owners, for at least twenty-four (24) consecutive months prior to the date that the application for exemption is filed. D. The property must be used exclusively for residential purposes, be occupied in whole or in part by the owners, and constitute the legal residence of the owners. This resolution shall take effect and apply to the 2024-2025 school taxes. Motion made by Mullen, seconded by Barber to approve item 8J.	Exemption Income	Exemption Percent	Senior Exemption Income		Less than: \$ 21,000	50%	From: \$ 21,000 to \$ 21,999.99	45%	\$ 22,000 to \$ 22,999.99	40%	\$ 23,000 to \$ 23,999.99	35%	\$ 24,000 to \$ 24,899.99	30%	\$ 24,900 to \$ 25,799.99	25%	\$ 25,800 to \$ 26,699.99	20%	\$ 26,700 to \$ 27,599.99	15%	\$ 27,600 to \$ 28,499.99	10%	8J Approved, CARRIED, 6-0
Exemption Income	Exemption Percent																							
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NOSBA Representative	RESOLVED , that the Lewiston-Porter Board of Education appoint Mr. Jack G. Waugaman III as the District’s representative to the Niagara Orleans School Boards Association. Motion made by Mullen, seconded by Palermo to approve item 8K.	8K Approved, CARRIED, 6-0																										
Niagara Power Coalition Representative	RESOLVED , that Mr. Paul J. Casseri be designated as the Lewiston-Porter Central School District’s representative to the Niagara Power Coalition and that Mrs. Donna L. Hill and Mr. Nicholas Hill be designated as alternate representatives. Motion made by Mullen, seconded by Barber to approve item 8L.	8L Approved, CARRIED, 6-0																										
Bi-weekly Pay Schedule	RESOLVED , that the Board of Education accepts the report day and payday schedule as submitted by the administration for the 2024-2025 school year, as follows: <table><tr><th>Month</th><th>Date</th></tr><tr><td>July</td><td>07/03/2024, 07/18/2024</td></tr><tr><td>August</td><td>08/01/2024, 08/15/2024, 08/29/2024</td></tr><tr><td>September</td><td>09/12/2024, 09/26/2024</td></tr><tr><td>October</td><td>10/10/2024, 10/24/2024</td></tr><tr><td>November</td><td>11/07/2024, 11/21/2024</td></tr><tr><td>December</td><td>12/05/2024, 12/19/2024</td></tr><tr><td>January</td><td>01/02/2025, 01/16/2025, 01/30/2025</td></tr><tr><td>February</td><td>02/13/2025, 02/27/2025</td></tr><tr><td>March</td><td>03/13/2025, 03/27/2025</td></tr><tr><td>April</td><td>04/10/2025, 04/24/2025</td></tr><tr><td>May</td><td>05/08/2025, 05/22/2025</td></tr><tr><td>June</td><td>06/05/2025, 06/18/2025</td></tr></table> Motion made by Mullen, seconded by Barber to approve item 8M.	Month	Date	July	07/03/2024, 07/18/2024	August	08/01/2024, 08/15/2024, 08/29/2024	September	09/12/2024, 09/26/2024	October	10/10/2024, 10/24/2024	November	11/07/2024, 11/21/2024	December	12/05/2024, 12/19/2024	January	01/02/2025, 01/16/2025, 01/30/2025	February	02/13/2025, 02/27/2025	March	03/13/2025, 03/27/2025	April	04/10/2025, 04/24/2025	May	05/08/2025, 05/22/2025	June	06/05/2025, 06/18/2025	8M Approved, CARRIED, 6-0
Month	Date																											
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May	05/08/2025, 05/22/2025																											
June	06/05/2025, 06/18/2025																											
Mileage Reimbursement	RESOLVED , that mileage reimbursement for the 2024-2025 school year be set as established by the Federal Internal Revenue Service. Motion made by Mullen, seconded by Baber to approve item 8N.	8N Approved, CARRIED, 6-0																										
Approval of 2024-2025 NYS Extension of Food Service Contract	RESOLVED , that the Lewiston-Porter Board of Education approve the 2024-2025 NYS Extension of Food Service Contract, and authorize Donna L. Hill to sign as the Superintendent’s designee. Motion made by Mullen, seconded by Barber to approve item 8O.	8O Approved, CARRIED, 6-0																										



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Meal Reimbursement	RESOLVED , that meal reimbursements for the 2024-2025 school year be set as established by the Federal Internal Revenue Service. Motion made by Mullen, seconded by Palermo to approve item 8P.	8P Approved, CARRIED, 6-0
Adjournment	Motion made by Mullen, seconded by Waugaman to adjourn at 6:15 pm	Approved, CARRIED, 6-0

Marisa I. Barile, District Clerk



LEWISTON-PORTER CENTRAL SCHOOL DISTRICT

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Regular Board Meeting Agenda

Board of Education: President: Danielle M. Mullen (2023-2025) Vice President: Joseph J. Palermo (2023-2026) Chuck Barber (2022-2025) Tessa Connelly (2024-2027) Sara Ohanessian (2024-2027) Jack G. Waugaman III (2023-2026) Absent: April Saks (2022-2025)	Superintendent: Paul J. Casseri Asst. Supt. for Admin. Svcs: Donna L. Hill District Clerk: Marisa I. Barile DRAFT Minutes
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CALL TO ORDER														
Call to Order	The Board President called the meeting to order at 6:15 pm.	Board President												
Acceptance of Agenda	RESOLVED, that the Lewiston-Porter Board of Education accept the Agenda for July 1, 2024. Motion made Mullen, seconded by Barber to accept the agenda.	Approved, CARRIED, 6-0												
PERSONNEL CONSENT AGENDA														
Appointments - District Treasurer	RESOLVED, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for Non-Instructional appointment of District Treasurer.	PADT Approved, CARRIED, 6-0												
	<table><tr><td>Name:</td><td>Wendy J. Brown</td></tr><tr><td>Placement:</td><td>District Office</td></tr><tr><td>Position:</td><td>District Treasurer</td></tr><tr><td>Effective:</td><td>On or before July 17, 2024</td></tr><tr><td>Appointment Type:</td><td>Exempt</td></tr><tr><td>Salary:</td><td>\$70,000.00</td></tr></table>		Name:	Wendy J. Brown	Placement:	District Office	Position:	District Treasurer	Effective:	On or before July 17, 2024	Appointment Type:	Exempt	Salary:	\$70,000.00
	Name:		Wendy J. Brown											
	Placement:		District Office											
	Position:		District Treasurer											
	Effective:		On or before July 17, 2024											
	Appointment Type:		Exempt											
	Salary:		\$70,000.00											
Motion made by Mullen, seconded by Barber to approve item PADT.														



LEWISTON-PORTER CENTRAL SCHOOL DISTRICT

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NEW BUSINESS - ADMINISTRATION

Approval of the District Treasurer Employment Agreement	RESOLVED , that the Lewiston-Porter Board of Education approve the Confidential Employee Term and Conditions of Employment effective July 17, 2024 to June 30, 2027 for Wendy J. Brown as submitted by the Assistant Superintendent for Administrative Services. Motion made by Mullen, seconded by Waugaman to approve NA-1.	NA-1 Approved, CARRIED, 6-0
Adjournment	Motion made by Mullen, seconded by Waugaman to adjourn at 6:22 pm.	Approved, CARRIED, 6-0

Marisa I. Barile

Marisa I. Barile, District Clerk