Board of Education
Lancaster Central School District
Lancaster, New York

Minutes

Meeting Date	November 3, 2025
Kind	Regular Session
Place	Hillview Elementary, 11 Pleasantview Drive, Lancaster
Members Present	John Talarico, President Timothy Talbot, Vice President David Lyman, Trustee Anita Schiavone, Trustee Melissa Payne Smith, Trustee Jonathan VanNortwick, Trustee
Members Excused	Mike Sage, Trustee Michaela Innus, Ex- Officio Student Board Member
District Administrators Present	Andrew P. Kufel, Ph.D., 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 Karen Marchioli, Ed.D., 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 Talarico. The Pledge of Allegiance was recited and Mr. Talarico asked for a silent reflection.
Mr. Talarico welcomed Susan Schlegel, the new District Clerk, and noted she took the Oath of Office on October 16, 2025.
Mr. Talarico welcomed David Lowrey and Jane Sullivan from Erie County Association of School Boards.

4.0 Presentation

5.0 Correspondence

Letter from Dr./Captain Shaun Patrick Smith was received on October 14, 2025.

6.0 Approval of Minutes
6.1 Regular Session
October 6, 2025

Moved by Talbot seconded by VanNortwick to accept the minutes from the regular session held on October 6, 2025, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

7.0 Staff Organizations

Lancaster Administrative and Supervisory Association:
Mrs. Moeller had no items to report.
Lancaster Central Teachers Association:
Mrs. Abby Paolella, PE Teacher at Hillview Elementary, gave a presentation highlighting Hillview's start of the school year.
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 spoke about attending the NYSSBA Conference, volunteering at WSS Bowling Party sponsored by the PTO, and attending the 4th grade Trunk or Treat event.

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 Talbot seconded by Schiavone to approve the personnel changes for the period ending November 3, 2025, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

11.1.2 Tenure Recommendations

Moved by VanNortwick seconded by Schiavone to approve the tenure recommendation, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

11.2 Education Items
11.2.1 Committee on Special Education

Moved by Talbot seconded by VanNortwick 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 Smith 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 Talbot seconded by Lyman to approve the financial reports from November 3, 2025, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

12.2 Policy Adoption #5681 School Safety Plans

Moved by Talbot seconded by VanNortwick to adopt Policy #5681 School Safety Plans for inclusion in the district's policy manual, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

12.3 Food Service Operating Reports

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

12.5 Declare Surplus Books

Moved by Lyman seconded Schiavone to declare the attached listing of books as surplus and authorize their disposal in accordance with board policy #5250, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

12.4 Declare Surplus Buses

Moved by Schiavone seconded by VanNortwick to declare the attached listing of six school buses as surplus and authorize them to be auctioned or scrapped, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

12.6 Contract – Stark Tech Services LLC

Moved by Talbot seconded by Lyman to approve the agreement between Lancaster Central School District and Stark Tech Services LLC, for generator preventative maintenance, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

12.7 Club Creations – Lancaster Cadet Percussion Ensemble and Open Studio

Moved by Talbot seconded by VanNortwick to approve the creation of a Lancaster Cadet Percussion Ensemble club at the middle school and a club called Open Studio at the high school, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

12.8 Construction Change Orders

Moved by Schiavone seconded by VanNortwick to approve the change orders 77P6 CO-603-006, CO-609-004, CO-609-005, CO-610-002, CO-626-002, CO-626-003, CO-626-004, CO-626-005, CO-626-006, CO-626-007, CO-631-006, CO-632-006 and CO-632-007.

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

12.9 AIA Contract – Encorus Group

Moved by Talbot seconded by Lyman to approve the AIA contract between the Lancaster Central School District and Encorus Group. in the estimated amount of $70,000 for special inspections and testing services for materials for construction occurring at William Street School and 295 Pleasant View as part of Phase 1 of the district-wide 2024 $178M capital project.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

12.10 AIA Contract – Atlantic Testing Laboratories

Moved by Talbot seconded by Lyman to approve the AIA contract between the Lancaster Central School District and Atlantic Testing Laboratories. for geotechnical testing services for Phase 2 of the 2024 capital project.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

12.11 Contract – Medicaid Consulting Services LLC

Moved by Talbot seconded by Schiavone to approve the contract between the Lancaster Central School District and Medicaid Consulting Services, LLC. to provide Medicaid training and processing services, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

12.12 Employees Flexible Benefit Plan – P&A Group

Moved by Talbot seconded by Lyman to approve the amendment to the plan document for the district's employee flexible benefits plan with the P & A Group for dependent care, as submitted.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

13.0 Public Hearing

No one addressed the board at this time.

14.0 Executive Session

At 7:27pm moved by Talarico seconded by VanNortwick to move to executive session to discuss contract negotiations.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

14.0 Adjournment

At 8:40pm moved by Talarico seconded by Lyman to reconvene regular session.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

At 8:42pm moved by Talarico seconded by Schiavone to adjourn the regular session.
Vote on the motion: 6 Ayes 0 Nays
Motion approved.

Susan M. Schlegel, District Clerk