



# LEWISTON-PORTER CENTRAL SCHOOL DISTRICT

4061 Creek Road  
Youngstown, NY 14174

July 1, 2025, Organizational & Regular Meeting Agenda

## 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 **AMENDED Agenda**

July 1, 2025, 3:00pm  
Boardroom, Community Resource Center

### Board of Education:

Tessa Connelly (2024-2027)  
Susan Huntington (2025-2028)  
Sara Ohanessian (2024-2027)  
Joseph J. Palermo (2023-2026)  
Susan Rhodenizer (2025-2028)  
Jack G. Waugaman III (2023-2026)  
Kaitlyn Szarejko (Student Board member) 2025-2026  
Zoe Droegmyer (Student Board member) 2025-2026

### Superintendent:

Asst. Supt. for Admin. Svcs:  
District Clerk:

Paul J. Casseri  
Donna L. Hill  
Marisa I. Barile

Chris Bragdon (2025-2028) Tupper Lake Public Library, 41 Lake Street, Tupper Lake NY 12986  
(Participating Virtually by Google Video Conferencing)

<b>Call to Order and Pledge of Allegiance</b>	The District Clerk will call the meeting to order with the Pledge of Allegiance.	
<b>Acceptance of Agenda</b>	<b>RESOLVED</b> , that the Board of Education accept the Organizational Meeting Agenda for July 1, 2025.	
<b>Method of Voting</b>	<b>RESOLVED</b> , 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.	



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## 1. Administration of Oath

<b>Oath of Office</b>	The Oath of Faithful Performance in Office will be administered by the District Clerk to the following Board of Education members;  Chris Bragdon Susan Rhodenizer Annie Huntington	<b>1</b>
<b>Oath of Office</b>	The Oath of Faithful Performance in Office will be administered by the District Clerk to the following Ex Officio Student(s) Board of Education members;  Kaitlyn Szarejko Zoe Droegmyer	<b>1A</b>
<b>Oath of Office</b>	The Oath of Faithful Performance in Office will be administered by the District Clerk to Mr. Paul J. Casseri, Superintendent of Schools.	<b>1B</b>



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## 2. Election of Officers

<b>Election of Board of Education President</b>	<p>The board will entertain nominations from its members for the office of President of the Board of Education for the 2025-2026 school year.</p> <p>_____ nominated by _____ to serve as President of the Board of Education for the 2025-2026 school year.</p> <p>_____ nominated by _____ to serve as President of the Board of Education for the 2025-2026 school year.</p> <p>Call for votes for _____ to serve as President of the Board of Education for the 2025-2026 school year.</p> <p>Call for votes for _____ to serve as President of the Board of Education for the 2025-2026 school year.</p> <p>RESOLVED, that _____ be elected President of the Lewiston-Porter Board of Education.</p>	<b>2</b>
<b>Election of Board of Education Vice-President</b>	<p>The board will entertain nominations from its members for the office of Vice-President of the Board of Education for the 2025-2026 school year.</p> <p>_____ nominated by _____ to serve as Vice President of the Board of Education for the 2025-2026 school year.</p> <p>_____ nominated by _____ to serve as Vice President of the Board of Education for the 2025-2026 school year.</p> <p>Call for votes for _____ to serve as Vice President of the Board of Education for the 2025-2026 school year.</p> <p>Call for votes for _____ to serve as Vice President of the Board of Education for the 2025-2026 school year.</p> <p>RESOLVED, that _____ be elected Vice-President of the Lewiston-Porter Board of Education.</p>	<b>2A</b>
<b>Oath of Office</b>	<p>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.</p>	<b>2B</b>
<b>President Pro Tem</b>	<p><b>RESOLVED</b>, 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.</p>	<b>2C</b>



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## 3. Appointment of Officers

<b>Appointment of District Officers</b>	<b>RESOLVED</b> , that the following District Officers of the Board of Education be appointed with salaries to be paid: Tax Collector, Kathy Moore, \$13,500 Internal Claims Auditor, Kathryn VanDeusen \$2,000	<b>3</b>
<b>Oath of Office</b>	The Oath of Faithful Performance in Office will be administered by the President of the Board of Education to the District Clerk.	<b>3A</b>



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## 4. Other Appointments

### Other Appointments

**RESOLVED**, that the following be appointed:

4

Records Access/Records Management Officer	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 Director Community Education Coordinator	\$13, 250/yr, Mrs. Rhonda Shiah \$10, 500/yr, Mrs. Marisa I. Barile
Central Registration	\$1,750/yr, Mrs. Rhonda Shiah
School Physicians	Dr. Shawn Ferguson, MD Dr. Evelyn Coggins, MD Dr. R. P. Singh, MD
Child and Family Services	Employee Assistance Program
Financial Advisors	Municipal Solutions, Inc.
Attorney/Consultant Partners Senior Associates Associates Law Clerks Paralegals Educational Consultant Services (Dr. Howard Smith/Mr. Mike Cornell)	Webster Szanyi, LLP \$295/hour \$260/hour \$250/hour \$175/hour \$145/hour \$260/hour
Attorney/Consultant Partners Senior Associates Associates Law Clerks Legal Assistants Environmental Law	Hodgson Russ, LLP \$347/hour \$329/hour \$312/hour \$237/hour \$168/hour \$414/hour
Insurance	Gallagher Insurance
External Auditor	Lumsden & McCormick
Chief Emergency Officer	Mr. Paul J. Casseri
Designated Educational Official (DEO)	Mr. Paul J. Casseri



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Chief Information Officer	Ms. Andrea Tamarazio
Safety Director	Mrs. Donnal L. Hill
Health, Physical Education Director/ Wellness Coordinator	Mr. Bradly Halgash
Technology Coordinator/Data Protection Officer/Designated Signee for Technology and Software Purchases	Ms. Andrea Tamarazio
Attendance Officers	Mr. John Evert, HS Mr. Andrew Auer, MS Mrs. Tina Rodriguez, IEC Mrs. Tamara Larson, PEC
Internal Risk Auditor	Freed Maxick
Board Audit Committee	Board of Education
Section 504/ADA Compliance Officer	Mrs. Breanna Burke
Title IX/Civil Rights/Discrimination Coordinators	Mrs. Donna L. Hill Ms. Andrea Tamarazio
Liaison for Homeless Children and Youth Liaison for Foster Care	Mrs. Breanna Burke
Medicaid Compliance Officer	Mrs. Breanna Burke
Food Service Officials-Federal Child Nutrition Program: Reviewing Official Hearing Official Verification Official	Mrs. Kristina Patti 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	Ms. Andrea Tamarazio
Dignity Act Compliance Coordinator	Ms. Andrea Tamarazio
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. Breanna Burke</td></tr><tr><td>Special Education Consultant/Mentor</td><td>Dr. Barbara Godshall</td></tr></table>	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. Breanna Burke	Special Education Consultant/Mentor	Dr. Barbara Godshall	
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Special Education Consultant/Mentor	Dr. Barbara Godshall											
Agreement with School Physician	<p><b>RESOLVED</b>, 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 2025-2026 school year.</p> <p><b>RESOLVED</b>, that the Superintendent be granted the authority to sign this agreement on behalf of the District.</p>	4A										
5. Designations												
Designations	<p><b>Official Newspaper for Bids, Legal Notices, and Advertising:</b> Niagara Gazette Buffalo Business First</p> <p><b>District's Primary Banking Institutions:</b> Key Bank, Lewiston, New York; JP Morgan Chase</p> <p><b>District's Banking/Government Investments:</b> New York Cooperative Liquid Assets Securities System (NYCLASS)</p> <p><b>Official Bank Depository:</b> Manufacturers, and Traders Trust Company, Key Bank, JP Morgan Chase</p> <p><b>Lewiston-Porter District Banking Signatories Host Community Standing Committee:</b> Mrs. Wendy Brown, School District Treasurer, and Mr. Paul J. Casseri, Superintendent</p> <p><b>Signatory on all Lewiston-Porter School District Checks:</b> Mrs. Wendy Brown, School District Treasurer</p>	5										
Board of Education Meetings	<p><b>RESOLVED</b>, 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.</p> <table><tr><td>Board Retreat Dates:</td><td>07/16/2025, 07/17/2025</td></tr><tr><td>Regular Board Meeting Dates:</td><td>07/28/2025, 08/25/2025 09/22/2025, 10/27/2025 11/24/2025, 12/15/2025 01/26/2026, 02/23/2026</td></tr></table>	Board Retreat Dates:	07/16/2025, 07/17/2025	Regular Board Meeting Dates:	07/28/2025, 08/25/2025 09/22/2025, 10/27/2025 11/24/2025, 12/15/2025 01/26/2026, 02/23/2026	5A						
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	<table><tr><td></td><td>03/23/2026, 04/27/2026 05/26/2025, 06/22/2026</td></tr><tr><td>Work Session Meeting Dates:</td><td>08/11/2025, 09/08/2025 10/06/2025, 11/03/2025 12/01/2025, 01/12/2026 02/09/2026, 03/09/2026 04/13/2026, 05/11/2026</td></tr><tr><td>ON/BOCES Budget &amp; Election Meeting Date:</td><td>04/21/2026</td></tr><tr><td>Annual Budget Hearing Date:</td><td>05/11/2026</td></tr><tr><td>Annual Meeting/Election Date:</td><td>05/19/2026</td></tr></table> <p><b>RESOLVED</b>, that Robert’s Rules of Order (latest edition – 2000) be adopted as the guidelines for conducting Board of Education meetings.</p>		03/23/2026, 04/27/2026 05/26/2025, 06/22/2026	Work Session Meeting Dates:	08/11/2025, 09/08/2025 10/06/2025, 11/03/2025 12/01/2025, 01/12/2026 02/09/2026, 03/09/2026 04/13/2026, 05/11/2026	ON/BOCES Budget & Election Meeting Date:	04/21/2026	Annual Budget Hearing Date:	05/11/2026	Annual Meeting/Election Date:	05/19/2026							
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6. Authorizations																		
Authorizations	<table><tr><td>Certify Payrolls/Purchasing Agent</td><td>Mrs. Donna L. Hill</td></tr><tr><td>Emergency Deputy Purchasing Agent</td><td>Mr. Paul J. Casseri</td></tr><tr><td>Petty Cash Fund(s)</td><td>Mrs. Kathy Moore</td></tr><tr><td>Asbestos Compliance Officer</td><td>Mr. Paul Feathers</td></tr><tr><td>Student Residency Compliance Officer</td><td>Mr. Paul J. Casseri</td></tr><tr><td>Sexual Harassment Officers</td><td>Mrs. Donna L. Hill Ms. Andrea Tamarazio</td></tr><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> <p><b>Authorization to Require Education Law 913 Determination</b> <b>RESOLVED</b>, 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.</p> <p><b>Authorization for Real Property Tax Refunds/Corrections</b></p>	Certify Payrolls/Purchasing Agent	Mrs. Donna L. Hill	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 Ms. Andrea Tamarazio	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	6
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	<p><b>WHEREAS</b>, 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</p> <p><b>WHEREAS</b>, 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</p> <p><b>WHEREAS</b>, 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</p> <p><b>RESOLVED</b>, that the Assistant Superintendent for Administrative Services is hereby delegated the authority to perform the duties of tax levying body during 2025-2026 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</p> <p><b>RESOLVED</b>, 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.</p> <p><b>Employee Leave Requests</b></p> <p><b>RESOLVED</b>, that the Superintendent of Schools be delegated the authority to approve employee unpaid leave requests of up to five (5) days.</p>																															
<p><b>Extraclassroom Activity Fund</b></p>	<p><b>RESOLVED</b>, that the <b>High School</b> Extraclassroom Activity Fund be approved in the account areas of:</p> <table border="1"> <tr> <td>Art Club</td><td>Book Club</td><td>Business Club</td></tr> <tr> <td>Class of 2026</td><td>Class of 2027</td><td>Class of 2028</td></tr> <tr> <td>Class of 2029</td><td>D &amp; D Club</td><td>Drama</td></tr> <tr> <td>Future Teachers</td><td>HOSA</td><td>HS/MS Gay-Straight Alliance</td></tr> <tr> <td>Key Club</td><td>Lancer Council</td><td>Lancer Leader Crew</td></tr> <tr> <td>Lew-Port Athletic Fund</td><td>Life Skills</td><td>Masterminds</td></tr> <tr> <td>Model UN</td><td>Music Projects</td><td>Musical Theater</td></tr> <tr> <td>National Honor Society</td><td>Newspaper</td><td>Science Honor Society</td></tr> <tr> <td>Science Olympiad</td><td>Spanish Club</td><td>Traditions</td></tr> <tr> <td>Yearbook</td><td></td><td></td></tr> </table> <p><b>Chief Faculty Counselor</b>; Mr. Christopher D'Anna and <b>Central Treasurer</b>; Mrs. Sandra Girasole</p>	Art Club	Book Club	Business Club	Class of 2026	Class of 2027	Class of 2028	Class of 2029	D & D Club	Drama	Future Teachers	HOSA	HS/MS Gay-Straight Alliance	Key Club	Lancer Council	Lancer Leader Crew	Lew-Port Athletic Fund	Life Skills	Masterminds	Model UN	Music Projects	Musical Theater	National Honor Society	Newspaper	Science Honor Society	Science Olympiad	Spanish Club	Traditions	Yearbook			<p><b>6A</b></p>
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	<b>RESOLVED</b> , that the <b>Middle School</b> 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		
	<b>Chief Faculty Counselor</b> ; Mr. Andrew Auer and <b>Central Treasurer</b> ; Ms. Mackenzie Oddo  <b>RESOLVED</b> that the <b>Primary/Intermediate Building</b> Extraclassroom Activity Funds be approved in the account area of:  <b>Elementary Activity Fund with the following Officers:</b> Chief Faculty Counselor; Mrs. Tamara Larson/Mrs. Tina Rodriguez and Central Treasurer; Mrs. Wendy Brown		

## 7. Official Undertakings (Bonds)

<b>Bonding of District Officers and Administrative Personnel</b>	<b>RESOLVED</b> , that for the 2025-2026 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.	<b>7</b>
<b>Indemnification of the Board of Education and District Employees</b>	<b>RESOLVED</b> , 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.	<b>7A</b>



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8. Other Items														
Re-adoption of Policies	<b>RESOLVED</b> , 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.	8												
Approval of the Retention and Disposition Schedule for New York Local Government Records (LGS-1)	<p><b>RESOLVED</b>, 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.</p> <p><b>FURTHER RESOLVED</b>, 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.</p>	8B												
Annual Special Education Contracts	<p><b>RESOLVED</b>, that the Contracted Service Providers for annual Special Education contracts listed below are approved for 2025-2026 school year from 07/01/2025 through 06/30/2026.</p> <table border="1"> <tr> <td>Bright Beginnings</td><td>Megan Brunner</td><td>Creative Therapies of WNY</td></tr> <tr> <td>Cynthia Flowers</td><td>Medicaid Consulting Services LLC</td><td>Stepping Stone Therapeutics</td></tr> <tr> <td>Summit Center</td><td>Sunbelt Staffing</td><td>Time to Grow Therapy</td></tr> <tr> <td>Visually Impaired Advancement</td><td>Caitlin Weber</td><td></td></tr> </table>	Bright Beginnings	Megan Brunner	Creative Therapies of WNY	Cynthia Flowers	Medicaid Consulting Services LLC	Stepping Stone Therapeutics	Summit Center	Sunbelt Staffing	Time to Grow Therapy	Visually Impaired Advancement	Caitlin Weber		8C
Bright Beginnings	Megan Brunner	Creative Therapies of WNY												
Cynthia Flowers	Medicaid Consulting Services LLC	Stepping Stone Therapeutics												
Summit Center	Sunbelt Staffing	Time to Grow Therapy												
Visually Impaired Advancement	Caitlin Weber													
Special Education Committees/Hearing Officers	<p><b>RESOLVED</b>, that the following Committee on Special Education for the 7-1-25 through 06-26-26 school year be appointed as submitted by the administration:</p> <p><b>Chairperson (Special Teacher/Certified Administrator):</b> Mrs. Breanna Burke</p> <p><b>School Psychologist/CSE Chairperson:</b> Ms. Rachel Stiffen, Mrs. Amy Williams, Mrs. Breanna Burke, Ms. McCarley, Mr. Reidell</p> <p>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.</p> <p>The parents or persons in a parental relationship to the student.</p> <p>Child's Special Education Teacher, or, if appropriate, the special education provider of the student.</p>	8D												



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	<p>Child's Regular Education Teacher.</p> <p>Whenever appropriate, the student with a disability.</p> <p>Other individuals who have knowledge or special expertise regarding the child, including related services personnel as appropriate.</p> <p><b>Parent Member from the following list:</b> Ms. Denise Plennert</p> <p><b>RESOLVED</b>, that the following Committee on Preschool Special Education for the 2025-2026 school year be appointed as submitted by the administration: <b>Chairperson (Special Teacher/Certified Administrator):</b> Mrs. Breanna Burke</p> <p><b>Parent Member from the following list:</b> Ms. Denise Plennert</p> <p>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.</p> <p>Parents of the preschool child.</p> <p>At least one Special Education Teacher or, where appropriate, at least one Special Education Provider (i.e. Related Service Provider) of such a child.</p> <p>One regular education teacher of the child whenever the child is or may be participating in the regular education environment.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p><b>RESOLVED</b>, that the District Subcommittee on Special Education for the 2025-2026 school year be appointed, as submitted by the administration. The membership of the subcommittee shall include, but not be limited to:</p> <p>Parents of the student</p>	
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	<p>Regular education teacher of the student whenever the student is or may be participating in the regular education environment.</p> <p>One of the student's special education teachers, or, if appropriate, not less than one special education provider of the student.</p> <p>Representative of the school district who is qualified to provide, administer or supervise special education (Mrs. Breanna Burke, 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, Mrs. Amy Williams). The representative of the school district shall serve as the chairperson of the subcommittee.</p> <p>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.</p> <p>An individual who can interpret the instructional implications of evaluation results.</p> <p>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.</p> <p>The student, if appropriate.</p> <p><b>RESOLVED</b>, that Ms. Jennifer Beggs be appointed as the designated CSE and CPSE Surrogate Parent, as submitted by the administration.</p> <p><b>RESOLVED</b>, 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.</p> <p>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.</p> <p><b>RESOLVED</b>, 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:</p> <ol style="list-style-type: none"> <li>(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.</li> <li>(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.</li> </ol>	
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# LEWISTON-PORTER CENTRAL SCHOOL DISTRICT

4061 Creek Road  
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July 1, 2025, Organizational & Regular Meeting Agenda

	<p>(3) Airline or train travel shall be reimbursed at the actual reasonable costs incurred by the Impartial Hearing Officer and actual travel time.</p> <p>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.</p>	
<b>Appointment of the Annual Meeting Officers</b>	<p><b>RESOLVED</b>, 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).</p>	<b>8E</b>
<b>Service Agreement</b>	<p><b>RESOLVED</b>, 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.</p>	<b>8F</b>
<b>Cooperative Bids/Awarding of Contracts</b>	<p><b>WHEREAS</b>, 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.</p> <p><b>WHEREAS</b>, 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,</p> <p><b>BE IT RESOLVED</b>, 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,</p> <p><b>BE IT FURTHER RESOLVED</b>, that the Lewiston-Porter Central School District Board of Education agrees to assume its equitable share of the costs of the cooperative bidding; and,</p> <p><b>BE IT FURTHER RESOLVED</b>, 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).</p> <p>-----</p> <p><b>WHEREAS</b>, 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.</p> <p><b>WHEREAS</b>, 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,</p> <p><b>BE IT RESOLVED</b>, 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,</p> <p><b>BE IT FURTHER RESOLVED</b>, that the Lewiston-Porter Central School District Board of Education agrees to assume its equitable share of the costs of the cooperative bidding; and,</p>	<b>8G</b>





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	<p><b>BE IT FURTHER RESOLVED</b>, 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).</p> <p><b>WHEREAS</b>, 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.</p> <p><b>WHEREAS</b>, 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,</p> <p><b>BE IT RESOLVED</b>, 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,</p> <p><b>BE IT FURTHER RESOLVED</b>, that the Lewiston-Porter Central School District Board of Education agrees to assume its equitable share of the costs of the cooperative bidding; and,</p> <p><b>BE IT FURTHER RESOLVED</b>, 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).</p> <p>-----</p> <p><b>WHEREAS</b>, 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,</p> <p><b>RESOLVED</b>, 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.</p>													
Rate for Substitutes	<p><b>RESOLVED</b>, that the substitute rates for the 2025-2026 school year are as follows;</p> <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><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></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)	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	8H
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	<table><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>	Monitor	\$16/hr	Groundsperson	\$16.50/hr	Cleaner	\$16/hr	Nurse	\$30/hr															
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Groundsperson	\$16.50/hr																							
Cleaner	\$16/hr																							
Nurse	\$30/hr																							
<b>Tax Exemption/ Partial Exemption for Disabled</b>	<p><b>RESOLVED</b>, by the Board of Education of the Lewiston-Porter Central School District as follows:</p> <p>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.</p> <p>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.</p> <p>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:</p> <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><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> <p>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.</p> <p>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 2025-2026 school taxes.</p>	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%	\$ 23,200 to \$ 24,099.99	15%	\$ 24,100 to \$ 24,999.99	10%	\$ 25,000 to \$ 25,900.00	5%	<b>81</b>
Disability Exemption Income	Exemption Percent																							
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# LEWISTON-PORTER CENTRAL SCHOOL DISTRICT

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<b>Tax Exemption/ Partial Exemption for Seniors</b>	<p><b>RESOLVED</b>, by the Board of Education of the Lewiston-Porter Central School District as follows:</p> <p>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.</p> <p>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.</p> <p>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:</p> <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> <p>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.</p> <p>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 2025-2026 school taxes.</p>	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%	<b>8J</b>
Exemption Income	Exemption Percent																							
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<b>NOSBA Representative</b>	<p><b>RESOLVED</b>, 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.</p>	<b>8K</b>																						
<b>Niagara Power Coalition Representative</b>	<p><b>RESOLVED</b>, 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 Ms. Andrea Tamarazio be designated as alternate representatives.</p>	<b>8L</b>																						



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## July 1, 2025, Organizational & Regular Meeting Agenda

Bi-weekly Pay Schedule	<b>RESOLVED</b> , that the Board of Education accepts the report day and payday schedule as submitted by the administration for the 2025-2026 school year, as follows: <table><tr><th>Month</th><th>Date</th></tr><tr><td>July</td><td>07/03/2025, 07/17/2025, 07/31/2025</td></tr><tr><td>August</td><td>08/14/2025, 08/28/2025</td></tr><tr><td>September</td><td>09/11/2025, 09/25/2025</td></tr><tr><td>October</td><td>10/9/2025, 10/23/2025</td></tr><tr><td>November</td><td>11/06/2025, 11/20/2025</td></tr><tr><td>December</td><td>12/04/2025, 12/18/2025</td></tr><tr><td>January</td><td>01/15/2026, 01/29/2026</td></tr><tr><td>February</td><td>02/12/2026, 02/26/2026</td></tr><tr><td>March</td><td>03/12/2026, 03/26/2026</td></tr><tr><td>April</td><td>04/09/2026, 04/23/2026</td></tr><tr><td>May</td><td>05/07/2026, 05/21/2026</td></tr><tr><td>June</td><td>06/04/2026, 06/18/2026 06/30/2026 (LPUT, LPUEE only)</td></tr></table>	Month	Date	July	07/03/2025, 07/17/2025, 07/31/2025	August	08/14/2025, 08/28/2025	September	09/11/2025, 09/25/2025	October	10/9/2025, 10/23/2025	November	11/06/2025, 11/20/2025	December	12/04/2025, 12/18/2025	January	01/15/2026, 01/29/2026	February	02/12/2026, 02/26/2026	March	03/12/2026, 03/26/2026	April	04/09/2026, 04/23/2026	May	05/07/2026, 05/21/2026	June	06/04/2026, 06/18/2026 06/30/2026 (LPUT, LPUEE only)	8M
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June	06/04/2026, 06/18/2026 06/30/2026 (LPUT, LPUEE only)																											
Mileage Reimbursement	<b>RESOLVED</b> , that mileage reimbursement for the 2025-2026 school year be set as established by the Federal Internal Revenue Service.	8N																										
Approval of 2025-2026 NYS Extension of Food Service Contract	<b>RESOLVED</b> , that the Lewiston-Porter Board of Education approve the 2025-2026 NYS Extension of Food Service Contract, and authorize Donna L. Hill to sign as the Superintendent’s designee.	8O																										
Meal Reimbursement	<b>RESOLVED</b> , that meal reimbursements for the 2025-2026 school year be set as established by the Federal Internal Revenue Service.	8P																										
Adjournment																												



# LEWISTON-PORTER CENTRAL SCHOOL DISTRICT

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## REGULAR BOARD MEETING AGENDA

### CALL TO ORDER

<b>Call to Order</b>	The Board President will call the meeting to order with the Pledge of Allegiance.	<b>Board President</b>
<b>Acceptance of Agenda</b>	RESOLVED, that the Lewiston-Porter Board of Education accept the Agenda for July 1, 2025.	

### NEW BUSINESS

<b>Approval of Contracts for the 2024 Capital Improvement Project, Phase II</b>	<p><b>RESOLVED</b>, that the Lewiston-Porter Board of Education approve the 2024 Capital Improvement Project, Phase II the contracts below, as submitted by the administration.</p> <p><b>Contracts:</b>            Sitework Contract C231: A-1 Landcare, Inc. \$2,203,850            Athletic Field Lighting: GraybaR \$260,000</p>	<b>NA-1</b>
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### PERSONNEL

<u>Appointments -</u>	<b>RESOLVED</b> , upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for Instructional and Long-Term appointments. The probationary expiration date is tentative and conditional only (unless extended in accordance with the law). Except to the extent required by the applicable provisions of Section 3012 of the Education Law. In order to be granted tenure the principal/teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the principal/teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.	<b>PAI</b>
<u>Instructional</u>		

<b>Name:</b>	Ryan Suitor
<b>Placement:</b>	Primary Education Center Intermediate Education Center
<b>Position:</b>	School Counselor
<b>Effective:</b>	TBD
<b>Probationary Period:</b>	TBD
<b>Tenure Area:</b>	School Counselor



**LEWISTON-PORTER CENTRAL SCHOOL DISTRICT**

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	<b>Certification:</b>	School Counselor	
	<b>Degree:</b>	Masters	
	<b>Step:</b>	10	
	<b>Salary:</b>	\$66, 678	
ADJOURNMENT			
Adjournment			