



# 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.

## Regular Board of Education Meeting

**DRAFT MINUTES**

December 16, 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)  
April Saks (2022-2025)  
Jack G. Waugaman III (2023-2026)

### Superintendent of Schools:

Paul J. Casseri

### Asst. Supt. for Admin. Services:

Donna L. Hill

### District Clerk:

Marisa I. Barile

## CALL TO ORDER

<b>Call to Order</b>	The Board President called the meeting to order at 6:00 pm with the Pledge of Allegiance.	<b>Mrs. Mullen</b>
<b>Acceptance of Agenda</b>	RESOLVED, that the Lewiston-Porter Board of Education accept the Agenda for December 16, 2024. <b>Motion made by Mullen, seconded by Palermo to accept the agenda.</b>	<b>Approved, CARRIED, 7-0</b>
<b>Community Comments</b>	<b>No comments</b>	
<b>Presentation</b>	Butterfly Waystation Proposal	<b>Ms. Violet Donnelley Mrs. Jill Jaruszewski</b>

## COMMITTEE & BOARD REPORTS

<b>Board Committee Meetings</b>	<b>Committee</b>	<b>Meeting Dates</b>	<b>Members</b>
	Athletic Council	12/17/2024	Mr. Barber (chair) Mr. Palermo, Mr. Waugaman III
	District Safety Committee	04/08/2025	Mr. Waugaman III (chair) Ms. Ohanessian, Mr. Palermo
	District Key Communicators Committee	01/06/2025	Mr. Palermo (chair) Mrs. Mullen
	Facilities Planning Review Committee	12/18/2024	Mr. Palermo (chair)



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			Mr. Waugaman III
	Finance Review Committee	03/10/2025	Mrs. Mullen (chair) Mr. Barber
	Fine Arts Council	02/05/2025	Mrs. Connelly (chair) Mrs. Saks, Mr. Waugaman III
	Health & Wellness Committee	03/12/2025	Ms. Ohanessian (chair) Mr. Palermo
	ON BOCES Board Meetings	01/08/2025	Mrs. Mullen (chair)
	Policy Review Committee	01/10/2025	Mr. Palermo (chair) Mrs. Connelly, Mr. Waugaman III
	PTSA	01/22/2025	Mrs. Connelly (chair)
	Special Education Committee	03/21/2025	Mrs. Mullen (chair) Mrs. Connelly, Mr. Waugaman III
<b>Board Chair Reports</b>	Policy Review Committee	<b>Mr. Palermo (chair)</b>	
	Finance Review Committee Meeting	<b>Mrs. Mullen (chair)</b>	

<b>Administrative Reports (PEC and HS reports submitted)</b>	Intermediate Education Center School Principal	<b>Mrs. Tina Rodriguez</b>
	Middle School School Principal	<b>Mr. Andrew Auer</b>
	Assistant Superintendent for Administrative Services • 2025-2026 Budget Development Calendar	<b>Mrs. Donna Hill</b>
	Superintendent • Active Shooter Training/Drill Report out	<b>Mr. Paul Casseri</b>

## RECOGNITION(S)/PRESENTATIONS

<b>Recognition</b>	Christine DuMoulin, National Board Certification	<b>Mr. Paul Casseri</b>
<b>Presentations</b>	NYS Assessment Data	<b>Mrs. Andrea Tamarazio Mr. Christopher D'Anna Mr. Andrew Auer Mrs. Tina Rodriguez</b>



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## BOARD OF EDUCATION INFORMATION

Board Member Comments		<b>Ms. Ohanessian</b> <b>Mrs. Saks</b> <b>Mr. Waugaman</b> <b>Mr. Barber</b> <b>Mrs. Connelly</b>  <b>Mr. Palermo</b> <b>Mrs. Mullen</b>
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## DISTRICT OPERATIONS

<b>Minutes</b>	<b>RESOLVED</b> , that the Lewiston-Porter Board of Education approve the Minutes from the November 25, 2024, Regular Board Meeting, as submitted by the District Clerk. <b>Motion made by Mullen, seconded by Waugaman to approve M-1.</b>	<b>M-1</b> <b>Approved,</b> <b>CARRIED 7-0</b>
<b>Consent Agenda for Financial Operations</b>	<b>RESOLVED</b> , that the Lewiston-Porter Board of Education approve the following, Items NF-1 through NF-6, in the financial consent agenda as submitted by the Administration: <b>Budget Status Reports</b> <b>Extraclassroom Treasurer's Report</b> <b>Treasurer's Report</b> <b>Claims</b> <b>Transfer History</b> <b>Bank Reconciliation Report</b>  <b>Motion made by Mullen, seconded by Saks to approve NF-1 to NF-6.</b>	<b>NF-1</b> <b>NF-2</b> <b>NF-3</b> <b>NF-4</b> <b>NF-5</b> <b>NF-6</b> <b>Approved,</b> <b>CARRIED 7-0</b>

## OLD BUSINESS

No Old Business
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## NEW BUSINESS - ADMINISTRATION

<b>Policy Revision Acceptance of the First Reading</b>	<b>RESOLVED</b> , at the first reading, that the Lewiston-Porter Board of Education Accept the following policies; Policy 7210, Student Evaluation, Promotion and Placement Policy 7211, Provision of Interpreter Services to Parents who are Hearing Impaired Policy 7212, Response to Intervention (RTI) Process Policy 7213, Determination of Class Rank Policy 7221, Participation in Graduation Ceremonies and Activities Policy 7222, Diploma or Credential Options for Students with Disabilities Policy 7223, Advanced Coursework <b>Motion made by Mullen, seconded by Barber to approve NA-1.</b>	<b>NA-1</b> <b>Approved,</b> <b>CARRIED, 7-0</b>
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<b>Policy Revision Acceptance of the Second Reading</b>	<b>RESOLVED</b> , at the second reading, that the Lewiston-Porter Board of Education accept the following policies; Policy 3421, Title IX and Sex Discrimination Policy 5840, Artificial Intelligence (AI) Policy 7130, Entitlement to Attend - Age and Residency Policy 7131, Education of Students in Temporary Housing Policy 7132, Non-Resident Students Policy 7133, Education of Students in Foster Care Policy 7140, School Census Policy 7150, Remote Instruction <b>Motion made by Mullen, seconded by Palermo to approve NA-2.</b>	<b>NA-2 Approved, CARRIED, 7-0</b>
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PUPIL PERSONNEL		
<b>Recommendations for CSE Placement and Amendments</b>	<b>RESOLVED</b> , upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the recommendations and amendments of the Committee on Special Education and approve the authorization of funds to implement the special education programs and services consistent with such recommendations for the following: <b>2024/2025 School Year:</b> 10/22/24, 10/23/24, 10/28/24, 10/29/24, 10/30/24, 11/07/24 11/13/24, 11/18/24, 11/20/24, 11/22/24, 11/25/24, 11/26/24, 12/03/24, 12/06/24 <b>Motion made by Mullen, seconded by Ohanessian to approve NP-1.</b>	<b>NP-1 Approved, CARRIED, 7-0</b>
<b>Recommendations for CPSE Placement and Amendments</b>	<b>RESOLVED</b> , upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the recommendations and amendments of the Committee on Preschool Special Education and approve the authorization of funds to implement the special education programs and services consistent with such recommendations for the following: <b>2024/2025 School Year:</b> 10/29/24, 11/06/24, 11/19/24, 11/26/24 <b>Motion made by Mullen, seconded by Waugaman to approve NP-2.</b>	<b>NP-2 Approved, CARRIED, 7-0</b>



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## PERSONNEL - CONSENT AGENDA

**Motion made by Mullen, seconded by Palermo to approve the Personnel Consent Agenda combining PRI, PRNI, PLNI, PAI, PAILTS, PANI, PASI, PASNI, PACC, PAC, PAVC.**

**Approved,  
CARRIED, 7-0**

### Resignation/ Rescission -

#### Instructional

**RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for resignations/rescissions.

Name	Date	Tenure	Reason
Lori Boss	6/30/2025	Special Ed.	Retirement
Laree DeFranco	6/30/2025	Elementary	Retirement

**PRI**

#### Non-Instructional

Name	Date	Position	Reason
Donna Fallesen	6/30/2025	Cleaner	Retirement
Savanah Matthews*	12/06/2024	Cleaner	Resignation
Shawn O'Sullivan	12/09/2024	Bus Attendant	Resignation
Anita Muzzi	2/28/2025	Community Ed. Coordinator	Resignation
Rhonda Shiah	2/28/2025	Community Ed. Coordinator	Resignation

**PRNI**

\*previously on unpaid leave of absence, 9/02/2024-9/01/2025.

### Leave(s) -

#### Non-Instructional

**RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for unpaid leaves of Absence.

Name	Date	Position	Reason
Kathryn Dezik	12/16/2024-12/20/2024	Teacher Aide	Personal
Brittany Johnston	12/16/2024-12/20/2024	Teacher Aide	Personal

**PLNI**



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### Appointment -

**RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for Instructional 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.

### Instructional

<b>Name:</b>	Meghan Sherman
<b>Placement:</b>	Primary Education Center
<b>Position:</b>	Speech-Language Pathologist
<b>Effective:</b>	1/13/2025
<b>Probationary Period:</b>	1/13/2025 - 1/13/2029
<b>Tenure Area:</b>	Speech-Language Pathologist
<b>Certification:</b>	Speech and Language Disabilities
<b>Degree:</b>	Master's
<b>Step:</b>	7
<b>Salary:</b>	\$58,390.00

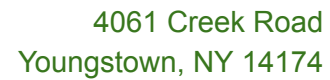
**PAI**



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<div>Appointment -</div> <div>Change of Salary Schedule</div>	<div>RESOLVED, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for salary adjustment for Instructional appointments due to conferral of National Board Certification.</div> <table><tr><td>Name:</td><td>Christine DuMoulin</td></tr><tr><td>Placement:</td><td>Intermediate Education Center</td></tr><tr><td>Position:</td><td>Elementary teacher</td></tr><tr><td>Effective:</td><td>12/07/2024</td></tr><tr><td>Salary Schedule:</td><td>National Board Certification</td></tr><tr><td>Step:</td><td>14</td></tr><tr><td>Salary:</td><td>\$78,762.00</td></tr></table> <div>*NBC conferral/Salary change: Master's to NBC Salary Schedule.</div>	Name:	Christine DuMoulin	Placement:	Intermediate Education Center	Position:	Elementary teacher	Effective:	12/07/2024	Salary Schedule:	National Board Certification	Step:	14	Salary:	\$78,762.00			
Name:	Christine DuMoulin																	
Placement:	Intermediate Education Center																	
Position:	Elementary teacher																	
Effective:	12/07/2024																	
Salary Schedule:	National Board Certification																	
Step:	14																	
Salary:	\$78,762.00																	
<div>Appointment -</div> <div>Long-Term Instructional Substitute</div>	<div>RESOLVED, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for Instructional Long-Term appointments.</div> <table><tr><td>Name:</td><td>Sarah Sicinski</td></tr><tr><td>Placement:</td><td>Middle School</td></tr><tr><td>Position:</td><td>Science Teacher</td></tr><tr><td>Effective:</td><td>12/11/2024 - 6/27/2025</td></tr><tr><td>Certification:</td><td>Biology, 7-12</td></tr><tr><td>Degree:</td><td>Master's</td></tr><tr><td>Step:</td><td>8</td></tr><tr><td>Salary pro rata:</td><td>\$60,443.00</td></tr></table>	Name:	Sarah Sicinski	Placement:	Middle School	Position:	Science Teacher	Effective:	12/11/2024 - 6/27/2025	Certification:	Biology, 7-12	Degree:	Master's	Step:	8	Salary pro rata:	\$60,443.00	PAILTS
Name:	Sarah Sicinski																	
Placement:	Middle School																	
Position:	Science Teacher																	
Effective:	12/11/2024 - 6/27/2025																	
Certification:	Biology, 7-12																	
Degree:	Master's																	
Step:	8																	
Salary pro rata:	\$60,443.00																	

8



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<div>Appointment -</div> <div>Co-Curricular &amp; Extra-Curricular</div>	<div>RESOLVED, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for Co-Curricular &amp; Extra-Curricular appointments for 2024-2025.</div> <table><tr><th>Name</th><th>Appointment</th><th>Cat/Step</th><th>Stipend</th></tr><tr><td>Jill Carere-Fetterman</td><td>MS Girls on the Run co-advisor</td><td>VII-1*</td><td>\$536.50*</td></tr><tr><td>Annette Rayome</td><td>MS Girls on the Run co-advisor</td><td>VII-1*</td><td>\$536.50*</td></tr></table> <div>*sharing position/splitting stipend</div>	Name	Appointment	Cat/Step	Stipend	Jill Carere-Fetterman	MS Girls on the Run co-advisor	VII-1*	\$536.50*	Annette Rayome	MS Girls on the Run co-advisor	VII-1*	\$536.50*	<div>PACC</div>																																																
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<div>Appointment -</div> <div>Coaching</div>	<div>RESOLVED, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for Coaching appointments.</div> <div>Spring 2024-2025</div> <table><tr><th>Name</th><th>Appointment</th><th>Cat/Step</th><th>Stipend</th></tr><tr><td>Tom Penale</td><td>Baseball Varsity Coach</td><td>I-3</td><td>\$7,497.00</td></tr><tr><td>John Stodolka</td><td>Baseball Varsity Assistant</td><td>IV-2</td><td>\$2,772.00</td></tr><tr><td>Justalene Lichtenthal</td><td>Softball V Co-Coach*</td><td>1-3</td><td>\$3,748.50*</td></tr><tr><td>Jeffrey Thompson</td><td>Softball V Co-Coach*</td><td>IV-1</td><td>\$3,748.50*</td></tr><tr><td>Meghan Baio</td><td>Softball V Assistant</td><td>IV-2</td><td>\$2,772.00</td></tr><tr><td>Nicole Krawczyk</td><td>Softball JV Coach</td><td>II-3</td><td>\$5,163.00</td></tr><tr><td>Steve Sand</td><td>Softball Modified Coach</td><td>V-3</td><td>\$2,805.00</td></tr><tr><td>Jon Hoover</td><td>Girls Flag Football Coach</td><td>II-3</td><td>\$5,163.00</td></tr><tr><td>Ann Marie Oliverio</td><td>Girls Track V Girls Coach</td><td>I-3</td><td>\$7,497.00</td></tr><tr><td>Emily Oliverio</td><td>Girls Track JV Girls Coach</td><td>II-2</td><td>\$4,745.00</td></tr><tr><td>Randy Lombardo</td><td>Boys Track V Coach</td><td>I-3</td><td>\$7,497.00</td></tr><tr><td>Kyle McGlynn</td><td>Boys Track JV Coach</td><td>II-3</td><td>\$5,163.00</td></tr><tr><td>William Schmidtke</td><td>Girls Lacrosse V Coach</td><td>II-3</td><td>\$5,163.00</td></tr><tr><td>Leah Herman</td><td>Girls Lacrosse JV Coach</td><td>III-3</td><td>\$4,102.00</td></tr></table>	Name	Appointment	Cat/Step	Stipend	Tom Penale	Baseball Varsity Coach	I-3	\$7,497.00	John Stodolka	Baseball Varsity Assistant	IV-2	\$2,772.00	Justalene Lichtenthal	Softball V Co-Coach*	1-3	\$3,748.50*	Jeffrey Thompson	Softball V Co-Coach*	IV-1	\$3,748.50*	Meghan Baio	Softball V Assistant	IV-2	\$2,772.00	Nicole Krawczyk	Softball JV Coach	II-3	\$5,163.00	Steve Sand	Softball Modified Coach	V-3	\$2,805.00	Jon Hoover	Girls Flag Football Coach	II-3	\$5,163.00	Ann Marie Oliverio	Girls Track V Girls Coach	I-3	\$7,497.00	Emily Oliverio	Girls Track JV Girls Coach	II-2	\$4,745.00	Randy Lombardo	Boys Track V Coach	I-3	\$7,497.00	Kyle McGlynn	Boys Track JV Coach	II-3	\$5,163.00	William Schmidtke	Girls Lacrosse V Coach	II-3	\$5,163.00	Leah Herman	Girls Lacrosse JV Coach	III-3	\$4,102.00	<div>PAC</div>
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