



LEWISTON-PORTER CENTRAL SCHOOL DISTRICT

4061 Creek Road
Youngstown, NY 14174

October 27, 2025 Regular Board Meeting

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 October 27, 2025, 6:00 pm Boardroom, Community Resource Center
Board of Education: Joseph J. Palermo, Board President (2023-2026) Tessa Connelly, Vice Board President (2024-2027) Chris Bragdon (2025-2028) Annie Huntington (2025-2028) Sara Ohanessian (2024-2027) Susan Rhodenizer (2025-2028) Ex Officio Student(s) Board of Education members: Kaitlyn Szarejko (2025-2026)	Administration: Paul J. Casseri, Superintendent of Schools Scott Hoot, Interim Assistant Superintendent for Administrative Services Marisa I. Barile, District Clerk

CALL TO ORDER

Call to Order	The Board President called the meeting to order at 6:00 pm with the Pledge of Allegiance.	Mr. Palermo
Acceptance of Agenda	RESOLVED, that the Lewiston-Porter Board of Education accept the Agenda for October 27, 2025. Motion made by Palermo, seconded by Connelly to accept the agenda.	Approved, CARRIED, 7-0

COMMITTEE & BOARD REPORTS

Committee Meeting Schedule	Committee/Council:	Meeting Dates:	Board Members:
	Athletics Council	11/5/2025, 6/11/2026	Mr. Bragdon, Mr. Palermo Mr. Waugaman
	Communication Committee	12/11/2025, 4/23/2026	Mr. Bragdon, Mrs. Connelly Ms. Ohanessian
	Curriculum, Instruction & Assessment Review Council	11/13/2025, 5/7/2026	Mrs. Connelly, Mrs. Rhodenizer Mr. Waugaman
	District Safety Committee	11/18/2025, 04/14/2026	Ms. Ohanessian, Mr. Palermo Mr. Waugaman
	District Key Communicators	1/12/2026, 5/4/2026	Mr. Palermo, Mr.. Bragdon Mr. Waugaman



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	Environmental Council	As needed	Mrs. Huntington Mrs. Ohanessian, Mr. Palermo
	Facilities Planning Review Committee	11/19/2025, 12/17/2025, 1/28/2026, 2/25/2026, 3/25/2026, 4/22/2026, 5/27/2026, 6/24/2026	Ms. Ohanessian, Mr. Palermo Mr. Waugaman
	Finance Review Committee	TBD	Ms. Ohanessian, Mr. Waugaman
	Fine Arts Council	2/25/2026, 5/28/2026	Mrs. Connelly, Mrs. Rhodenizer Mr. Waugaman
	Health & Wellness Committee	11/12/2025, 3/11/2026	Mrs. Huntington Ms. Ohanessian Mr. Palermo
	NOSBA	TBD	Mr. Waugaman
	ON BOCES Board Meetings	11/12/2025, 12/10/2025, 1/14/2026, 2/11/2026, 03/11/2026, 4/15/2026, 4/21/2026, 5/13/2026, 6/10/2026	Mrs. Mullen
	Policy Review Committee	10/30/2025, 11/21/2025, 1/9/2026, 2/6/2026, 3/6/2026, 4/10/2026, 5/8/2026, 6/5/2026	Mrs. Connelly, Mr. Palermo Mr. Waugaman
	PTSA Meetings	1/21/2026, 3/25/2026	Ms. Connelly
	Special Education Committee	11/12/2025, 5/13/2026	Mrs. Connelly, Mrs. Huntington Mr. Waugaman
	Regular Board Meeting	11/24/2025, 12/15/2025, 1/26/2026, 2/23/2026, 3/23/2026, 4/27/2026, 5/26/2026, 6/22/2026	
	Work Session	11/3/2025, 12/01/2025, 1/12/2026, 2/9/2026, 3/9/2026, 4/13/2026, 5/11/2026	
Committee Reports	Facility Review Planning Committee		Mr. Casseri
	Policy Review Committee		Mr. Palermo, Chair
	Communication Committee		Mrs. Connelly, Chair
	Fine Arts Council		Mrs. Connelly, Chair
	District Key Communicators Committee		Mrs. Rhodenizer, Chair



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DISTRICT OPERATIONS		
Minutes	RESOLVED , that the Lewiston-Porter Board of Education approve the Minutes from the September 22, 2025 Regular Board Meeting, as submitted by the District Clerk. Motion made by Palermo, seconded by Bragdon to approve M-1.	M-1 Approved, CARRIED, 7-0
Minutes	RESOLVED , that the Lewiston-Porter Board of Education approve the Minutes from the October 6, 2025 Work Session/Regular Board Meeting, as submitted by the District Clerk. Motion made by Palermo, seconded by Connolly to approve M-2.	M-2 Approved, CARRIED, 7-0
Consent Agenda for Financial Operations	RESOLVED , that the Lewiston-Porter Board of Education approve the following, Items NF-1 through NF-7, in the financial consent agenda as submitted by the Administration: Budget Status Reports Extraclassroom Treasurer's Report Treasurer's Report Claims Budget Transfer History Bank Reconciliation Budget Transfers Pending Board Approval Motion made by Palermo, seconded by Waugaman to approve NF-1 to NF-7.	NF-1 NF-2 NF-3 NF-4 NF-5 NF-6 NF-7 Approved, CARRIED, 7-0

OLD BUSINESS
No Old Business

NEW BUSINESS - ADMINISTRATION		
Policy Revision Acceptance of the First Reading	RESOLVED , at the First reading, that the Lewiston-Porter Board of Education Accept the following policies; Policy 7550, Dignity for All Students Policy 7551, Sexual Harassment of Students Policy 7553, Hazing of Students Policy 7560, Notification of Sex Offenders Policy 7570, Supervision of Students Policy 7590, Employment of Students Minor Age Motion made by Palermo, seconded by Rhodenizer to approve NA-1.	NA-1 Approved, CARRIED, 7-0
Policy Revision Acceptance of the Second Reading	RESOLVED , at the second reading, that the Lewiston-Porter Board of Education Accept the following policies; Policy 5681, School Safety Plans Policy 7513, Medication and Personal Care Items Policy 7521, Students with Life-Threatening Health Conditions and/or Anaphylaxis Policy 8470, Home-Schooling Motion made by Palermo, seconded by Connolly to approve NA-2.	NA-2 Approved, CARRIED, 7-0



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Approval of Appointments for the Interim Assistant Superintendent for Administrative Services	RESOLVED , that the Lewiston-Porter of Education Board of Education approve Mr. Scott M. Hoot, Interim Assistant Superintendent for Administrative Services with the following appointments: • 2025-2026 NYS Extension of Food Service Contract • Certify Payroll and Purchasing Agent • Real Property Tax Refunds and/or Corrections Motion made by Palermo, seconded by Ohanessian to approve NA-3.	NA-3 Approved, CARRIED, 7-0																																																						
Approval of Appointments for the Superintendent	RESOLVED , that the Lewiston-Porter of Education Board of Education approve Mr. Paul J. Casseri, Superintendent with the following appointments: • Safety Director • Chemical Hygiene Officer Motion made by Palermo, seconded by Ohanessian to approve NA-4.	NA-4 Approved, CARRIED, 7-0																																																						
Approval of the District Established Reserve Accounts	RESOLVED, RESOLVED , upon the recommendation of the Interim Assistant Superintendent for Administrative Services, that the Lewiston-Porter of Education Board of Education approve the district established reserve accounts (ERS, TRS, Debt Service) as follows: <table><tr><td>RESERVE</td><td>Balance @ 6/30/2024</td><td>Interest</td><td>Use</td><td>Allocation</td><td>Balance @ 6/30/2025</td></tr><tr><td>Capital</td><td>\$ 3,013,711</td><td>\$ 37,865</td><td>\$ 650,000</td><td></td><td>\$2,401,576</td></tr><tr><td colspan="6">Retirement Contribution:</td></tr><tr><td>ERS</td><td>\$ 193,419</td><td>\$ 3,098</td><td></td><td>\$ 780,000</td><td>\$ 976,517</td></tr><tr><td>TRS</td><td>\$ 654,787</td><td></td><td></td><td>\$ 356,800</td><td>\$ 1,011,587</td></tr><tr><td>Repair</td><td>\$ 487,244</td><td>\$ 7,805</td><td></td><td></td><td>\$ 495,049</td></tr><tr><td>Tax Ceriorari</td><td>\$ 163,650</td><td></td><td></td><td></td><td>\$ 163,650</td></tr><tr><td>Employee Benefit Accrued Liab.</td><td>\$ 132,516</td><td></td><td></td><td></td><td>\$ 132,516</td></tr><tr><td>Debt Service</td><td>\$ 242,144</td><td>\$ 3,879</td><td>\$242,144</td><td>\$ 1,665,195</td><td>\$ 1,669,074</td></tr></table> Motion made by Palermo, seconded by Connelly to approve NA-5.	RESERVE	Balance @ 6/30/2024	Interest	Use	Allocation	Balance @ 6/30/2025	Capital	\$ 3,013,711	\$ 37,865	\$ 650,000		\$2,401,576	Retirement Contribution:						ERS	\$ 193,419	\$ 3,098		\$ 780,000	\$ 976,517	TRS	\$ 654,787			\$ 356,800	\$ 1,011,587	Repair	\$ 487,244	\$ 7,805			\$ 495,049	Tax Ceriorari	\$ 163,650				\$ 163,650	Employee Benefit Accrued Liab.	\$ 132,516				\$ 132,516	Debt Service	\$ 242,144	\$ 3,879	\$242,144	\$ 1,665,195	\$ 1,669,074	NA-5 Approved, CARRIED, 7-0
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Acceptance of the External Audit	RESOLVED , upon the recommendation of the Interim Assistant Superintendent for Administrative Services, that the Lewiston-Porter Board of Education accept the External Audit (Communication with those charged with Governance, 10/6/2025, Financial Statements, 6/30/2025, Extraclassroom Activity, 6/30/2025, Management Letter, 10/6/2025) performed by Lumsden & McCormick, LLP. Motion made by Palermo, seconded by Huntington to approve NA-6.	NA-6 Approved, CARRIED, 7-0																																																						



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Approval of the Recycling of IT Equipment/Devices	RESOLVED , upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education approve the recycling of the Information Technology equipment/devices. Motion made by Palermo, seconded by Rhodenizer to approve NA-7.	NA-7 Approved, CARRIED, 7-0
Approval of the Property Tax Refunds	RESOLVED , upon the recommendation of the Interim Assistant Superintendent for Administrative Service, that the Lewiston-Porter Board of Education approve the Property Tax refunds, pursuant to settlements related to Article 7 of the Real Estate Property Tax Law. The property tax settlements are for two (2) properties with refunds in the amounts of; 1. \$1,414.13 2. \$6,646.42 Motion made by Palermo, seconded by Waugaman to approve NA-8.	NA-8 Approved, CARRIED, 7-0

PUPIL PERSONNEL

Recommendations for CSE Placement and Amendments	RESOLVED , 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: 2025-2026 School Year: 09/17/25, 09/18/25, 09/19/25, 09/22/25, 09/24/25, 09/25/25, 09/26/25, 09/30/25, 10/01/25, 10/02/25, 10/03/25, 10/06/25, 10/08/25, 10/09/25, 10/14/25 Motion made by Palermo, seconded by Connelly to approve NP-1.	NP-1 Approved, CARRIED, 7-0
Recommendations for CPSE Placement and Amendments	RESOLVED , 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: 2025-2026 School Year: 08/13/25, 09/24/25, 09/26/25, 09/29/25, 09/30/25, 10/03/25, 10/06/25, 10/07/25 Motion made by Palermo, seconded by Waugaman to approve NP-2.	NP-2 Approved, CARRIED, 7-0



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PERSONNEL - CONSENT AGENDA

Motion made by Palermo, seconded by Waugaman to approve the Personnel Consent Agenda combining PRI, PRC, PAPNI, PABBSPACS, PANI, PAPCA, ODOB, AANI, PAESS, PFCS, PAVC.

Approved,
CARRIED, 7-0

**Resignation/
Rescission -**

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

Instructional

Name	Date	Tenure Area	Reason
Charlene Lanier	12/01/2025	Special Education	Resignation

Coaching

Name	Date	Position	Reason
Tim Shippy	9/30/2025	Football JV Asst. Coach	Rescission

PRI

PRC

Appointments -

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for permanent classified Non-Instructional Appointments, upon the successful completion of the probationary period in accordance with Civil Service Law Section 97 and Local Rule XIII, subdivision 5.

**Non-Instructional
Permanent
Appointment**

Name:	Hunter Duckett
Position:	Cleaner
Effective:	9/30/2025
Appointment Type:	Permanent
Probationary Period:	9/30/2024-9/29/2025

PAPNI



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Annual Appointment - Non-instructional: Personal Care Aide	RESOLVED, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for Teacher Aides to assume the additional responsibilities and duties of a Personal Care Aide appointments for 2025-2026. <table><tr><th>Name</th><th>Effective</th><th>Placement</th><th>Salary</th></tr><tr><td>Danielle Waz</td><td>11/03/2025-6/30/2026</td><td>PEC 12:1+1</td><td>Base salary + \$ 1.00/hour</td></tr><tr><td>Melody Wilkins</td><td>9/01/2025-9/15/2025</td><td>PEC 1:1</td><td>Base salary + \$.50/hour</td></tr><tr><td>Melody Wilkins</td><td>9/16/2025-6/30/2026</td><td>PEC SCIS</td><td>Base salary + \$ 1.00/hour</td></tr><tr><td>Jodi Woock</td><td>9/29/2025-6/30/2026</td><td>PEC 1:1</td><td>Base salary + \$.50/hour</td></tr></table>	Name	Effective	Placement	Salary	Danielle Waz	11/03/2025-6/30/2026	PEC 12:1+1	Base salary + \$ 1.00/hour	Melody Wilkins	9/01/2025-9/15/2025	PEC 1:1	Base salary + \$.50/hour	Melody Wilkins	9/16/2025-6/30/2026	PEC SCIS	Base salary + \$ 1.00/hour	Jodi Woock	9/29/2025-6/30/2026	PEC 1:1	Base salary + \$.50/hour	PAPCA
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Jodi Woock	9/29/2025-6/30/2026	PEC 1:1	Base salary + \$.50/hour																			
Annual Appointments - Instructional One District, One Book	RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education accept the consent agenda for the following 2025-2026 annual appointment(s). District-wide <table><tr><th>Name</th><th>Appointment</th><th>Salary/Stipend</th></tr><tr><td>Brittany Spina</td><td>ODOB Committee</td><td>\$15.75</td></tr></table> *ODOB Committee: Not to exceed twelve (12) hours maximum per person	Name	Appointment	Salary/Stipend	Brittany Spina	ODOB Committee	\$15.75	ODOB														
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Brittany Spina	ODOB Committee	\$15.75																				
Annual Appointments - Non-Instructional	RESOLVED, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for Annual non-instructional appointments. <table><tr><th>Name</th><th>Appointment</th><th>Effective</th><th>Hourly Salary/ Stipend</th></tr><tr><td>Gabrielle Serianni</td><td>Teacher Aide (1:1), IEC Intramurals</td><td>10/15/2025-12/18/2025</td><td>\$16.86</td></tr><tr><td>Jennifer Stoddard</td><td>Teacher Aide, PEC Chinese Language and Culture Enrichment Program</td><td>10/14/2025-5/14/2026</td><td>\$18.31</td></tr><tr><td>Brianna Zeitz</td><td>Teacher Aide (1:1), IEC Science Club</td><td>10/20/2025-5/19/2026</td><td>\$16.47</td></tr><tr><td>Valerie Teal</td><td>Teacher Aide (1:1), IEC Math Club</td><td>10/27/2025-3/16/2026</td><td>\$17.77</td></tr></table>	Name	Appointment	Effective	Hourly Salary/ Stipend	Gabrielle Serianni	Teacher Aide (1:1), IEC Intramurals	10/15/2025-12/18/2025	\$16.86	Jennifer Stoddard	Teacher Aide, PEC Chinese Language and Culture Enrichment Program	10/14/2025-5/14/2026	\$18.31	Brianna Zeitz	Teacher Aide (1:1), IEC Science Club	10/20/2025-5/19/2026	\$16.47	Valerie Teal	Teacher Aide (1:1), IEC Math Club	10/27/2025-3/16/2026	\$17.77	AANI
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Appointments - Athletic Event Support Staff	RESOLVED, upon the recommendation of the Superintendent of Schools, that the Lewiston-Porter Board of Education accept the consent agenda for Athletic Event Support positions for athletic events 2025-2026. <table border="1"> <thead> <tr> <th>Name</th><th>Appointment</th><th>Hourly Salary</th></tr> </thead> <tbody> <tr><td>Sue Baer</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Linda D'Anna</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Melanie Hendee</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Leah Herman</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Jon Hoover</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Kyle Hurtgam</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Jan Mathews</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Steve Mullen</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Laurie Munno</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Shannon Niccola</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Ann Marie Oliverio</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Kyle Parks</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>David Perreault</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Carrie Popielski</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Cindy Sanchez</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Cindy Sanioan</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Rachel Smith</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Amy Townsend</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Derek Tracy</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Whitney Vantine</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Robert Waterstram</td><td>Athletic Event Support</td><td>\$24.02</td></tr> <tr><td>Nathan Waterstram</td><td>Athletic Event Support</td><td>\$24.02</td></tr> </tbody> </table>	Name	Appointment	Hourly Salary	Sue Baer	Athletic Event Support	\$24.02	Linda D'Anna	Athletic Event Support	\$24.02	Melanie Hendee	Athletic Event Support	\$24.02	Leah Herman	Athletic Event Support	\$24.02	Jon Hoover	Athletic Event Support	\$24.02	Kyle Hurtgam	Athletic Event Support	\$24.02	Jan Mathews	Athletic Event Support	\$24.02	Steve Mullen	Athletic Event Support	\$24.02	Laurie Munno	Athletic Event Support	\$24.02	Shannon Niccola	Athletic Event Support	\$24.02	Ann Marie Oliverio	Athletic Event Support	\$24.02	Kyle Parks	Athletic Event Support	\$24.02	David Perreault	Athletic Event Support	\$24.02	Carrie Popielski	Athletic Event Support	\$24.02	Cindy Sanchez	Athletic Event Support	\$24.02	Cindy Sanioan	Athletic Event Support	\$24.02	Rachel Smith	Athletic Event Support	\$24.02	Amy Townsend	Athletic Event Support	\$24.02	Derek Tracy	Athletic Event Support	\$24.02	Whitney Vantine	Athletic Event Support	\$24.02	Robert Waterstram	Athletic Event Support	\$24.02	Nathan Waterstram	Athletic Event Support	\$24.02	PAESS
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EXECUTIVE SESSION - ADJOURNMENT

Executive Session	Motion made by Palermo, seconded by Ohanessian to enter into Executive Session at 7:54 pm for matters leading to the employment history of a particular person and a disciplinary matter involving a particular student. Motion made by Palermo, seconded by Connelly to adjourn from Executive Session at 8:26 pm.	Approved, CARRIED, 7-0 Approved, CARRIED, 7-0
Adjournment	Motion made by Palermo, seconded by Connelly to adjourn from the Public meeting at 8:26 pm.	Approved, CARRIED, 7-0

Marisa I. Barile, District Clerk