

July 12, 2022

**Minutes of a Regular Meeting of the Dunkirk Board of Education held at the High School, July 12, 2022
Immediately Following the Annual Reorganizational Meeting.**

Members Present:

Mr. Kenneth Kozlowski; Mrs. Claudia Szczerbacki; Ms Betsy Ramos; Mr. Lucas Catalano; Mrs. Loretta Torain; Mr. Stephen Helwig; Mr. Marcus Buchanan

Members Absent:

None

Members Excused:

None

School Officials Present:

Superintendent of Schools: Mr. Michael Mansfield
Interim School Business Administrator: Debra McAvoy

Present Also:

12 Administrators and Staff,

1.0 Regular Order of Business:

Mr. Kozlowski called the meeting to order at 5:26

Ms. Ramos called roll.

2.0 Written Communications:

None

3.0 Questions and Oral Communications of the Public Pertaining to this Evening's Agenda Items:

None

4.0 Report of the Superintendent of Schools:

Mr. Mansfield started by talking about summer plans and work that will be happening. They are working on the DCIP annual plan with Dr. Stevenson. On June 29th there was an administration retreat in which the admin team started working on details for the 2022-2023 school year. We are working on staffing and have been getting a lot of applicants for the open positions so that has been encouraging.

At the workshop on the 26, Mr. Abbey will be presenting to give an update on the projects that are completed and the upcoming ones. Mrs. Farwell will also be presenting, as she has been working on the master schedule and looking to update some policies. Mr. Mansfield would also like to discuss the possibility of re-naming of buildings during the workshop meeting.

On August 29, 2022 we will again be holding a welcome back picnic at Point Gratiot. More details will be coming out in the next few weeks.

5.0 Report of the Board of Education President:

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Mr. Kozlowski welcomed the new board members.

5.1 Report from Board of Education Building & Transportation Committee:

None

5.2 Report from the Board of Education Finance Committee:

None

6.0 Consensus Items:

A. Request Time for Comment:

None

B. Request to Add or Withdraw Consensus Item(s):

None

C. Motion to Approve Consensus Item(s):

Mrs. Torain **moved** the adoption of the consensus items; **seconded** by Mrs. Szczerbacki; approved Unanimously;

RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following:

6.1 Financial Matters:

- **May 2022 - Treasurer's Report**
- **June 2022 - Appropriation Status Report**
- **June 2022 - Revenue Status Report**
- **June 2022 - Journal Entry Report**
- **June 2022 - Budget Transfer Report**
- **June 2022 - Overtime Report**
- **June 2022 - COVID-19 Report**
- **June 2022 - Warrant Report**
- **June 2022 - Claims Auditor Report**

6.2 Approval - Resignations/Terminations/Retirements:

Item No.	Action	Name	Position & Location	Effective Date	Bargaining Unit
6.2.1	Resignation	Kathryn Pilgrim	Summer School Program/Secondary School, Grades 9-12, Special Education Teacher, Grades 9-12, CT/ICT/Resource, Secondary School	July 1, 2022	DTA

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6.3 Approval - Extracurricular/Stipend Appointments:

Item No.	Action	Name	Position/Location	Effective Date	Bargaining Unit
6.3.1	Appointment	Jodi Green	Summer Enrichment Program/Intermediate School, Teacher Aide, Grades 3-6, Intermediate Schools	July 5, 2022	CSEA
6.3.2	Appointment	Michael Ippolito	Summer School Program/Secondary School, Grades 9-12, Special Education Teacher, Grades 9-12, CT/ICT/Resource, Secondary School	July 5, 2022	DTA
6.3.3	Appointment	Miriam Lugo-Alfaro	Summer School Program/Secondary School, Grades 9-12, Library Media Specialist Secondary School	July 5, 2022	DTA
6.3.4	Appointment	Kathryn Pilgrim	Summer School Program/Secondary School, Grades 9-12, Transition Coordinator Secondary School	July 5, 2022	DTA
Item No.	Action	Name	Position/Location	Effective Date	Bargaining Unit
6.3.5	Appointment	Rebecca Farwell	Secondary Alternative Education, Grades 7-12, Principal, Secondary School (Shared with Adam Hernandez, Kisun Peters, and Joshua Tedone) (Not to exceed 16 hours per week)	September 6, 2022	DAA
6.3.6	Appointment	Adam Hernandez	Secondary Alternative Education, Grades 7-12, Principal, Secondary School (Shared with Rebecca Farwell, Kisun Peters, and Joshua Tedone) (Not to exceed 16 hours per week)	September 6, 2022	DAA
6.3.7	Appointment	Kisun Peters	Secondary Alternative Education, Grades 7-12, Principal, Secondary School (Shared with Rebecca Farwell, Adam Hernandez, and Joshua Tedone) (Not to exceed 16 hours per week)	September 6, 2022	DAA
6.3.8	Appointment	Joshua Tedone	Secondary Alternative Education, Grades 7-12, Principal, Secondary School (Shared with Rebecca Farwell, Adam Hernandez, and Kisun Peters)	September 6, 2022	DAA

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			(Not to exceed 16 hours per week)		
6.3.9	Appointment	Marie Damico	Secondary Alternative Education, Grades 7-12, Attendance Officer, Secondary School (Shared with Donna Millson) (Not to exceed 8 hours per week)	September 6, 2022	DTA
6.3.10	Appointment	Donna Millson	Secondary Alternative Education, Grades 7-12, Attendance Officer, Secondary School (Shared with Marie Damico) (Not to exceed 8 hours per week)	September 6, 2022	DTA
6.3.11	Appointment	Sarah Davis	Secondary Alternative Education, Grades 7-12, Attendance Officer, English as a New Language Teacher, Secondary School (Not to exceed 8 hours per week)	September 6, 2022	DTA
6.3.12	Appointment	Dawn Hoth	Secondary Alternative Education, Grades 7-12, English Language Arts Teacher, Secondary School (Shared with Megan Larivey) (Not to exceed 16 hours per week)	September 6, 2022	DTA
Item No.	Action	Name	Position/Location	Effective Date	Bargaining Unit
6.3.13	Appointment	Megan Larivey	Secondary Alternative Education, Grades 7-12, English Language Arts Teacher, Secondary School (Shared with Dawn Hoth) (Not to exceed 16 hours per week)	September 6, 2022	DTA
6.3.14	Appointment	Renee Pasquale	Secondary Alternative Education, Grades 7-12, Mathematics Teacher, Secondary School (Shared with Vincent Vecchio) (Not to exceed 16 hours per week)	September 6, 2022	DTA
6.3.15	Appointment	Vincent Vecchio	Secondary Alternative Education, Grades 7-12, Mathematics Teacher, Secondary School (Shared with Renee Pasquale) (Not to exceed 16 hours per week)	September 6, 2022	DTA
6.3.16	Appointment	Kelly Fetterick	Secondary Alternative Education, Grades 7-12, Physical Education Teacher, Secondary School (Not to exceed 8 hours per week)	September 6, 2022	DTA
6.3.17	Appointment	Jillian Domenico	Secondary Alternative Education,	September 6, 2022	DTA

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			Grades 7-12, Social Studies Teacher, Secondary School (Shared with Kelly Mahaney Lutz) (Not to exceed 16 hours per week)		
6.3.18	Appointment	Kelly Mahaney Lutz	Secondary Alternative Education, Grades 7-12, Social Studies Teacher, Secondary School (Shared with Jillian Domenico) (Not to exceed 16 hours per week)	September 6, 2022	DTA
6.3.19	Appointment	Charmaine Moreland	Secondary Alternative Education, Grades 7-12, Social Worker, Secondary School (Shared with Helena Rankin) (Not to exceed 8 hours per week)	September 6, 2022	DTA
6.3.20	Appointment	Helena Rankin	Secondary Alternative Education, Grades 7-12, Social Worker, Secondary School (Shared with Charmaine Moreland) (Not to exceed 8 hours per week)	September 6, 2022	DTA
6.3.21	Appointment	Mary Allaire Gifford	Secondary Alternative Education, Grades 7-12, Special Education Teacher, Secondary School (Not to exceed 8 hours per week)	September 6, 2022	DTA

6.4 Notification - Transfers: None

Item No.	Name	Former Position & Location	New Position & Location	Effective Date	Bargaining Unit

6.5 Approval - Leave of Absence/Return from Leave of Absence: None

Item No.	Type & Action	Name/Employee Number	Position & Location	Effective Date Range	Bargaining Unit

6.6 Approval - Amendments and Corrections: None

Item No.	Action

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6.7 Approval - Surplus and Donations: None

Item No.	Action

6.8 Approval - Create/Abolish Positions:

Item No.	Action
6.8.1	Creation of one Secondary Alternative Education, Grades 7-12, Teacher Aide position, at the Secondary School, 4 hours per day, Monday - Thursday, effective September 6, 2022
6.8.2	Creation of one Secondary Alternative Education, Grades 7-12, Principal/Administrator position, at the Secondary School, 4 hours per day, Monday - Thursday, effective September 6, 2022
6.8.3	Creation of one Secondary Alternative Education, Grades 7-12, Attendance Officer position, at the Secondary School, 2 hours per day, Monday - Thursday, effective September 6, 2022
6.8.4	Creation of one Secondary Alternative Education, Grades 7-12, English as a New Language Teacher position, at the Secondary School, 4 hours per day, 2 days per week, effective September 6, 2022
6.8.5	Creation of one Secondary Alternative Education, Grades 7-12, English Language Arts Teacher position, at the Secondary School, 4 hours per day, Monday - Thursday, effective September 6, 2022
6.8.6	Creation of one Secondary Alternative Education, Grades 7-12, Mathematics Teacher position, at the Secondary School, 4 hours per day, Monday - Thursday, effective September 6, 2022
6.8.7	Creation of one Secondary Alternative Education, Grades 7-12, Physical Education Teacher position, at the Secondary School, 4 hours per day, 2 days per week, effective September 6, 2022
6.8.8	Creation of one Secondary Alternative Education, Grades 7-12, Science Teacher position, at the Secondary School, 4 hours per day, Monday - Thursday, effective September 6, 2022
6.8.9	Creation of one Secondary Alternative Education, Grades 7-12, Social Studies Teacher position, at the Secondary School, 4 hours per day, Monday - Thursday, effective September 6, 2022
6.8.10	Creation of one Secondary Alternative Education, Grades 7-12, Social Worker position, at the Secondary School, 2 hours per day, Monday - Thursday, effective September 6, 2022
6.8.11	Creation of one Secondary Alternative Education, Grades 7-12, Special Education Teacher position, at the Secondary School, 4 hours per day, 2 days per week, effective September 6, 2022

6.9 Approval - Athletics: None

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Item No.	Name	Title	Effective Date Range

6.10 Approval - Calendar, Contracts, Clubs, Memorandum of Agreement or Understanding, & Trips: None

Item No.	Action

6.11 Approval - Internships or Policies: None

Item No.	Action

6.12 Special Education Placements:

WHEREAS, the Dunkirk Committee on Special Education met on various dates in April, May and June 2022 to review and evaluate the condition and placement of students who have been identified as having physical, mental, or emotional disability, and

WHEREAS, the documentation and evidence presented at these meetings indicate that the Committee on Special Education made the below-listed recommendations to the Board of Education; now therefore, be it

RESOLVED, that the recommendation for placement or change in placement of the children listed below be approved as follows:

6.12.1 Committee on Pre-School Education:

Recommended Program	Student ID Number(s)
<i>Behavior Intervention Services</i>	900570336
<i>Related Service</i>	900570615, 900570426, 900570555, 900570574, 900570033, 900570626, 900570556, 900569978, 900570360, 900570393
<i>Special Class</i>	900570550, 900570647, 900569928, 900570032, 900570300, 900570299, 900570328, 900569863, 900569864, 900570367

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<i>Itinerant Services</i>	900570071
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6.12.2 Sub Committee on Special Education :None

6.12.3 Committee on Special Education:

Recommended Program	Student ID Number and Grade
<i>Consultant Teacher Services</i>	900570680 (5), 900568731 (10), 900566811 (9), 900570700 (5), 090430003 (10), 090430004 (12), 900569750 (2), 900570419 (11), 900570273 (10), 900570708 (6), 900567588 (10),
<i>Integrated Co-Teaching</i>	900569283 (7), 900569774 (2), 900570185 (1), 900569587 (K), 900569595 (1)
<i>Related Service</i>	900568278 (6),
<i>Special Class</i>	900569387 (3), 900567920 (UG), 900567920 (5), 900568956 (5), 900567984 (7), 900568681 (3), 900569245 (2), 083460000 (11), 900569041 (3), 900440206 (UG), 900568473 (10), 900568924 (3), 900567586 (11),

6.13 Approval of Minutes:

- Regular Board of Education Meeting - June 14, 2022
- Special Board of Education Meeting - June 28, 2022

7.0 Presentation of Items for Board Action (Resolutions):

A. Request to Add

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Mr. Ramos **moved** the approval of the following resolution; **seconded** by Mr. Catalano; approved Unanimously;

7.1 New Hire Appointments

Resolved, upon the recommendation of the Superintendent of Schools, that the following individuals are hereby appointed to the listed positions below:

7.1.1 Civil Service Employees' Association (CSEA): None

Item No.	Name	Residence	Position & Assignment Location	Step	Grade	Months Worked	Hourly Salary	Annual Salary	Effective Date

7.1.2 Dunkirk Administrators' Association (DAA):

Item No.	Name	Residence	Position & Assignment Location	Months Worked	Annual Salary	Effective Date
7.1.2a	Stephanie Berghold	West Seneca, NY	Assistant Principal, Intermediate School	12	\$89,000.00	July 19, 2022

The probationary period will be July 19, 2022 to July 18, 2026; to receive tenure, the individual must receive composite or overall APPR ratings of Effective or Highly Effective in at least three of the four preceding years.

Processed by HR/Wendy

7.1.3 Dunkirk Teachers' Association (DTA):

Item No.	Name	Residence	Position Tenure Area & Location	Months Worked	Credits Step	Annual Salary	Effective Date
7.1.3a	Michael Broccolo	Hamburg, NY	Social Studies Teacher Social Studies 7-12 Secondary School	10	B Step 1	\$43, 500	August 31, 2022

The probationary period will be August 31, 2022 to August 30, 2026; to receive tenure, the individual must receive composite or overall APPR ratings of Effective or Highly Effective in at least three of the four preceding years.

7.1.3b	Sarah DeNardo	Fredonia, NY	Science Teacher General Science 7-12 Secondary School	10	B Step 1	\$43, 500	August 31, 2022
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The probationary period will be August 31, 2022 to August 30, 2026; to receive tenure, the individual must receive composite or overall APPR ratings of Effective or Highly Effective in at least three of the four preceding years.

7.1.4 Substitutes: None

7.1.5 Other:None

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Mrs. Szczerbacki **moved** the adoption of the following resolution; **seconded** by Mr. Helwig; approved unanimously;

7.2 Appointment of School Business Administrator Assistant:

Resolved, upon the recommendation of the Superintendent of Schools, that the Employment Agreement between the Dunkirk City School District and the School Business Administrator Assistant, Debra McAvoy, who is not represented by any bargaining unit in this position, be established as presented to the Board of Education, effective July 1, 2022 through June 30, 2023.

The Superintendent and the Board of Education President are hereby authorized to execute said Employment Agreement.

Mr. Helwig **moved** the adoption of the following resolution; **seconded** by Mrs. Torain; approved unanimously;

7.3 Approval of Occasional Drivers:

Resolved, upon the recommendation of the Superintendent of Schools, that the following individuals are hereby approved as occasional drivers for the 2022-2023 School Year:

Item No.	Name	Bargaining Unit
7.2.1	Salvador Flores	CSEA
7.2.2	Kathy Jones	CSEA
7.2.3	Katherine Pinkowski	CSEA
7.2.4	Alan Gens	DAA
7.2.5	Soffian Adam	DTA
7.2.6	Andrew Burnside	DTA
7.2.7	Noreen Eckert	DTA
7.2.8	Michelle Gilmour	DTA
7.2.9	Michael Green	DTA
7.2.10	Kimberly Levan	DTA
7.2.11	Miriam Lugo-Alfaro	DTA
7.2.12	Donna Millson	DTA
7.2.13	Charmaine Moreland	DTA
7.2.14	Mario Muscarella	DTA
7.2.15	Tracey Onuffer	DTA

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7.2.16	Tonia Piede	DTA
7.2.17	Kathryn Pilgrim	DTA
7.2.18	Helena Rankin	DTA
7.2.19	Julie Reece	DTA
7.2.20	Allie Saye	DTA
7.2.21	Marie Schrantz-Damico	DTA
7.2.22	Jean Surma	DTA
7.2.23	Deborah Westling	DTA
7.2.24	Deborah Wisniewski	DTA
7.2.25	Adam Woelfle	DTA
7.2.26	Edwin Gomez	N/A
7.2.27	Frank Jagoda	N/A
7.2.28	Ronald McWillson	N/A

Mr. Kozlowski called for a roll call vote for the adoption of the following resolution with the following responses:

- Mr. Kozlowski - Yes
- Mrs. Szczerbacki - Yes
- Ms. Ramos - Yes
- Mrs. Torain - Yes
- Mr. Buchanan - Yes
- Mr. Helwig - Yes
- Mr. Catalano - Yes

7.4 Resolution, dated July 12, 2022, of the Board of Education of the City School District of the City of Dunkirk, Chautauqua County, New York (the “District”) confirming the details of a capital outlay project involving modest improvements at the District’s Senior High School Building, and confirming the project as being a type II action under SEORA:

Whereas, The City School District of the City of Dunkirk, Chautauqua County, New York (the “District”), after consultation by District officials with the District’s retained architectural firm of LaBella Associates, D.P.C. (“LaBella”), has resolved that the District should undertake a capital outlay project involving certain modest improvements at the District’s Senior High School building, such work being anticipated to include, but not necessarily be limited to, the demolition and reconfiguration of existing Science Rooms 607 and 609 to house new art rooms and reconfiguration of existing CAD Lab 111 to create two new classrooms (111 and 111A), with such renovations to be inclusive of all finishes, casework, mechanical, plumbing and electrical work including the relocation of kilns, as well as any associated work (collectively, the “Project”); and

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Whereas, the estimated maximum cost of the Project (inclusive of all preliminary and incidental costs) has been determined by LaBella to be \$250,000; and

Whereas, the Project is to be financed by the application of \$250,000 of funds earmarked for such purpose as a “Transfer to Capital Fund” in the District’s approved (2022-2023) budget, with the work on the Project being expected to be completed during the 2022-2023 fiscal year of the District; and

Whereas, the District wishes to reserve the right to expand, contract or modify the scope of the Project in light of the level of future construction bids received, with the understanding that the estimated maximum cost of the Project will not exceed \$250,000; and

Whereas, in accordance with State Education Department guidance and policy, the District/Board of Education is the appropriate agency to be the lead agency to undertake Project review under the State Environmental Quality Review Act (“SEQRA”); and

Whereas, Section 617.5 of the SEQRA regulations (6 NYCRR Part 617) provides that certain activities are Type II actions which are not subject to review under SEQRA and that such activities include “maintenance or repair involving no substantial changes in an existing structure or facility” and “replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site;” and “routine activities of educational institutions”...; and

Whereas, the Project constitutes such maintenance, repair, or in-kind, same-site replacement, rehabilitation, or reconstruction activities; and

Whereas, under the terms of the 2017 Memorandum of Understanding (a/k/a Letter of Resolution or “MOU”) between the State Office of Parks, Recreation and Historic Preservation (“OPRHP”) (a/k/a State Historic Preservation Office or “SHPO”) and SED, and the terms of MOU’s exemption form, a project is exempt from SHPO review if, among other possible reasons, a building is 50 years old or older but has previously been evaluated by SHPO and found not to meet the criteria for inclusion in the State and National Registers of Historic Places (the “Registers”); and

Whereas, as indicated in the Cultural Resource Information System (“CRIS”), SHPO has determined in 2020 that the Senior High School building is “not eligible” for listing on the Registers because it does not meet the criteria for inclusion in the Registers; and

Whereas, although the Senior High School building is “not eligible” for listing on the Registers, and LaBella has determined that the proposed work is exempt from review by SHPO (given that it has no anticipated impacts on historic and archeological resources under the terms of the MOU), LaBella may nonetheless submit information on the proposed work to SHPO for confirmation;

Now therefore, be it

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Resolved, that it is the final determination of the District's Board of Education that the Project is a Type II action, which is not subject to review under SEQRA, and that the Project will not result in a significant adverse impact on the environment; and be it further

Resolved, that funding for the Project has been included as a "Transfer to Capital Fund" line item (not exceeding \$250,000 in amount) in the District's approved budget for the 2022-2023 fiscal year (with appropriate additional notification to District voters regarding the anticipated details of the work having been given in connection with the District's regular budget presentation and approval process), so that the Project may be initiated and completed during the District's 2022-2023 fiscal year; and be it further

Resolved, that this resolution will take effect immediately.

Mrs. Torain **moved** the adoption of the following resolution; **seconded** by Mr. Helwig; approved Unanimously;

7.5 Resolution of Respect

Whereas, the Dunkirk Board of Education is saddened to learn of the death of one of its former employees, Jack Schubert, and

Whereas, it recognizes the Thirty-four years of service Mr. Schubert rendered as a BusinessTeacher in the District.

Resolved, that a notice of his passing is entered into the official minutes of this Board and a copy of this resolution is transmitted to his family, with the message of heartfelt sympathy of the Board of Education.

The board remembered Mr. Schubert very fondly, and Mrs. Torain stated that he was one of the best!

8.0 Other Matters for Consideration:

8.1 Old Business:

8.2 New Business:

9.0 Questions and Oral Communications of the Public:

None

10.0 Adjournment of Regular Meeting:

Mrs. Torain **moved** to adjourn; **seconded** by Mr. Buchanan; carried unanimously at 5:44 PM.