

**Minutes of a Regular Meeting of the Dunkirk Board of Education held at The Reverend Roosevelt Haynes Large Group Instruction and Conference Room High School, January 10, 2023 at 5:30pm.**

**Members Present:**

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

**Members Absent:**

None

**Members Excused:**

None

**School Officials Present:**

Superintendent of Schools: Mr. Michael Mansfield  
School Business Administrator Assistant: Debra McAvoy  
Director of Buildings and Grounds: Timothy Abbey

**Present Also:**

Twenty-six Administrators and Staff

**1.0 Regular Order of Business:**

Mr. Kozlowski called the meeting to order at 5:30

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:**

Ms. Levan started the meeting with a musical preview of "Newsies Jr." Students sang and danced to the song "King of New York". They received a standing ovation from everyone in attendance.

Mr. Mansfield then moved along to the December students of the month. Those student are listed below:

School 3 - Mateo Serrano

School 5 - Katia Sasse

School 7 - Everly Klemens

Intermediate School - Presley Joiner

Middle School - Jaimelis Santiago

High School - Moraya Bautista

High School - Adam Fred

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Dr. Deanna Stevenson then presented an update on the DCIP plan. She went over teaching and learning with high quality instructional practices and differentiated and personalized instruction. She talked about student learning, and using teacher centers data to drive instruction, and having students create achievement goals quarterly and giving them systems and strategies to do that. Dr. Stevenson then spoke about the school climate and the stakeholders survey that went out. This is helping us figure out what we need to fix. There was a continued decline from the last survey in the strongly disagree/disagree categories. While there was also a 30% increase in the amount of parents that took the survey, we were still low in numbers, so we need to figure out a way to get parents to take the survey.

**5.0 Report of the Board of Education President: None**

**5.1 Report from Board of Education Building & Transportation Committee:**

None

**5.2 Report from the Board of Education Finance Committee:**

None

**Executive Session:** Mrs. Szczerbacki **moved** to enter executive session, regarding personnel; **seconded** by Mrs. Torain at 6:20 PM

**Adjournment of Executive Session:** Mrs. Torain **moved** to adjourn; **seconded** by Ms. Ramos; Carried unanimously at 6:42 PM

**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):**

Mr. Helwig **moved** the adoption of the consensus items; **seconded** by Mr. Buchanan; approved Unanimously;

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

**6.1 Financial Matters:**

**6.1.1 November 2022 - Treasurer's Report**

**6.1.2 December 2022 - Appropriation Status Report**

**6.1.3 December 2022 - Revenue Status Report**

**6.1.4 December 2022 - Journal Entry Report**

**6.1.5 December 2022 - Budget Transfer Report**

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**6.1.6 December 2022 - Overtime Report**

**6.1.7 December 2022 - Warrant Report**

**6.1.8 December 2022 - Claims Auditor Report**

**6.2 Approval - Resignations/Terminations/Retirements:**

<b>Item No.</b>	<b>Action</b>	<b>Name</b>	<b>Position &amp; Location</b>	<b>Effective Date</b>	<b>Bargaining Unit</b>
6.2.1	Resignation	Sarah DeNardo	Science Teacher Secondary School	January 7, 2023	DTA
6.2.2	Resignation	Kelly Fetterick	Assistant Coach, Unified, Basketball	January 3, 2023	DTA
6.2.3	Resignation	Margaret Gugino	Special Education Teacher Unified Basketball	December 15, 2022	DTA
6.2.4	Resignation	Margaret Gugino	Special Education Teacher Unified Bowling	December 15, 2022	DTA
6.2.5	Retirement	Marianne Furlan	School Counselor Intermediate School	January 27, 2023	DTA

**6.3 Approval - Extracurricular/Stipend Appointments:**

<b>Item No.</b>	<b>Action</b>	<b>Name</b>	<b>Position/Location</b>	<b>Effective Date</b>	<b>Bargaining Unit</b>
6.3.1	Appointment	Michelle Piglowski	After School Learning Program, Substitute Teacher Aide, School 5	2022-2023 School Year	CSEA
6.3.2	Appointment	Carlos Morales Torres	After School Learning Program, Substitute Teacher Aide, School 7	2022-2023 School Year	CSEA
6.3.3	Appointment	Marie Cameron	After School Learning Program, English Language Arts Teacher, Regents ELA 11 Bootcamp, Secondary School	2022-2023 School Year	DTA
<b>Item No.</b>	<b>Action</b>	<b>Name</b>	<b>Position/Location</b>	<b>Effective Date</b>	<b>Bargaining Unit</b>
6.3.4	Appointment	Kyle Jarrell	After School Learning Program, Social Studies Teacher, Regents Global Studies Bootcamp, Secondary School	2022-2023 School Year	DTA

**6.4 Notification - Transfers:**

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

**6.5 Approval - Leave of Absence/Return from Leave of Absence:**

Item No.	Type & Action	Name/Employee Number	Position & Location	Effective Date Range	Bargaining Unit
6.5.1	Unpaid Professional Leave of Absence	Stephanie Berghold	English Language Arts Teacher, Secondary School	July 19, 2022 - July 18, 2024	DTA
6.5.2	Unpaid Professional Leave of Absence	Nichole Dispense	Registered Nurse, School 7	November 9, 2022 - November 8, 2024	DTA
6.5.3	Unpaid Maternity Leave of Absence	Courtney Donovan	Elementary Teacher, Intermediate School	January 27, 2023 - February 21, 2023 (Unpaid leave actually begins January 3, 2023. FMLA ends on January 27, 2023)	DTA

**6.6 Approval - Amendments and Corrections:**

Item No.	Action
6.6.1	Correction of Resolution 7.1.4h, New Hire Appointments, from the December 13, 2022 Regular Meeting, Jodi Lowe's Substitute Cleaner rate is \$16.69/hour not \$13.20 as listed.

**6.7 Approval - Surplus and Donations: None**

Item No.	Action

**6.8 Approval - Create/Abolish Positions: None**

Item No.	Action

**6.9 Approval - Athletics:**

Item No.	Name	Title	Effective Date Range
6.9.1	Andre Lockett	Boys' Varsity Basketball, Unpaid Assistant Coach	2022-2023 School Year

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6.9.2	Owen Ludwig	Lifeguard	2022-2023 School Year
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**6.10 Approval - Calendar, Contracts, Clubs, Memorandum of Agreement or Understanding, & Trips:**

<b>Item No.</b>	<b>Action</b>
6.10.1	Approval to distribute remaining funds of \$400.00 from the Class of 2022 as follows: Senior Class of 2023: \$175.00 (Pay it Forward) Junior Class of 2024: \$116.67 (Pay it Forward) Sophomore Class of 2025: \$58.33 (Pay it Forward) Freshman Class of 2026: \$50.00 (Donation of Start-Up Funds)
6.10.2	Approval of the Professional Services Agreement with LaBella Associates, D.P.C for services for the Interior Signage Project - Districtwide

**6.11 Approval - Internships or Plans/Policies:**

<b>Item No.</b>	<b>Action</b>
6.11.1	Approval of the update to Policy #1510 - Regular Board Meetings
6.11.2	Approval of the update to Policy #3220 - Use of Assistance Animals
6.11.3	Approval of the update to Policy #3420 - Non-Discrimination and Anti-Harassment in the District
6.11.4	Approval of Policy #3421 - Title IX Sex Discrimination
6.11.5	Approval of Policy #3430 - Diversity Equity and Inclusion in the District
6.11.6	Approval of Policy #3520 - Extraordinary Circumstances
6.11.7	First read of Policy #5413 - Procurement: Uniform Grant Guidance for Federal Awards
6.11.8	First read of the update to Policy #5640 - Smoking, Tobacco, and Cannabis (Marijuana) use
6.11.9	First read of the update to Policy #5660 - Meal Charging and Prohibition Against Meal Shaming
6.11.10	First read of the update to Policy #5670 - Records Management
6.11.11	First read of the update to Policy #5741 - Drug and Alcohol Testing for School Bus Drivers
6.11.12	Approval of the revision of the 2022-2023 Professional Learning Plan

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**6.12 Special Education Placements:**

**WHEREAS**, the Dunkirk Committee on Special Education met on various dates in November and December 2022, and January 2023 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:**

<b>Recommended Program</b>	<b>Student ID Number(s)</b>
<i>Behavior Intervention Services</i>	900570502, 900570538
<i>Related Service</i>	900570612, 900570482, 900570865, 900570873, 900570850
<i>Special Class</i>	900570377

**6.12.2 Sub Committee on Special Education : None**

**6.12.3 Committee on Special Education:**

<b>Recommended Program</b>	<b>Student ID Number and Grade</b>
<i>Consultant Teacher Services</i>	900568491 (7), 091670003 (12), 900570209 (6), 900570777 (11), 900570901 (10), 091120000 (12), 900566721 (9), 900570911 (11), 900570909 (12), 900567891 (10), 900567587 (9), 110840000 (9), 900570874 (9), 090480002 (UG), 900567486 (10), 900566971 (9)
<i>Integrated Co-Teaching</i>	900569302 (3), 900569894 (2), 900569580 (1), 900570768 (7), 900570185 (1), 900569083 (5), 900569810 (3), 900570074 (3), 900568498 (6), 900569486 (2), 900568652 (3), 900569176 (2), 900569891 (2)
<i>Psychological Counseling</i>	900570913 (5)
<i>Special Class</i>	900566897 (9), 900570167 (2), 081770000 (12), 900567127 (UG), 900569992 (6), 900567586 (12), 900566585 (10), 900568906 (4), 900568555 (6), 900570800 (3), 900568281 (4), 900569942 (2), 900570222 (2)

**6.13 Approval of Minutes:**

**6.13.1 - December 13, 2022 - Regular Board of Education Meeting**

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**7.0 Presentation of Items for Board Action (Resolutions):**

**A. Request to Add**

Mr. Buchanan **moved** the approval of the following resolution; **seconded** by Mrs. Torain; 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):**

Item No.	Name	Residence	Position & Assignment Location	Step	Grade	Months Worked	Hourly Salary	Annual Salary	Effective Date
7.1.1a	Marielys Torres Gomez	Dunkirk, NY	Teacher Aide, Secondary School	3		10	\$14.30	\$17,160.00	December 5, 2022

**7.1.2 Dunkirk Administrators' Association (DAA): None**

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

**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	Chester Sobotka	Wheatfield, NY	School Counselor Secondary School	10	B+ 42M Step 14	\$76,343.00	January 30, 2023

The probationary period will be January 30, 2023 to January 29, 2027; to receive tenure, the individual must receive a composite or overall APPR ratings of Effective or Highly Effective in at least three of the four preceding years.

**7.1.4 Substitutes:**

Item No.	Name	Residence	Position/Location	Daily, Permanent Daily, or Long-Term	Rate
7.1.4a	Erin Burley	Arcade, NY	Substitute Teacher, Non-Certified, Associates Degree	Daily	\$100/day
7.1.4b	Asha Deharder	Fredonia, NY	Substitute Teacher, Non-Certified, Associates Degree	Daily	\$100/day
7.1.4c	Amanda Fenger	West Seneca,	Substitute Teacher, Non-Certified,	Daily	\$100/day

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		NY	Associates Degree		
7.1.4d	Sierra Delcamp	Dunkirk, NY	Substitute Teacher, Non-Certified, Bachelor's Degree, Secondary School	Permanent Daily	\$170/day
7.1.4e	Kayla Henry	Fredonia, NY	Substitute Teacher, Certified	Daily	\$150/day
7.1.4f	Kellie Hinman	Fredonia, NY	Substitute Teacher, Non-Certified, Associates Degree, Secondary School	Permanent Daily	\$150/day
7.1.4g	Andrew Kennedy	Fredonia, NY	Substitute Teacher, Non-Certified, Bachelor's Degree	Daily	\$125/day
Item No.	Name	Residence	Position/Location	Daily, Permanent Daily, or Long-Term	Rate
7.1.4h	Alaina Rosengren	Randolph, NY	Substitute Teacher, Non-Certified, Associates Degree	Daily	\$100/day
7.1.4i	Helen Smit	Fredonia, NY	Substitute Teacher, Non-Certified, Bachelor's Degree	Daily	\$125/day
7.1.4j	Laurie Whitermore	Bemus Point, NY	Substitute Teacher, Certified, Retired, Secondary School	Permanent Daily	\$225/day

**7.1.5 Other:**

Item No.	Name	Residence	Position Location	Effective Date	Rate

Mr. Helwig **moved** the approval of the following resolution; **seconded** by Mr. Buchanan; approved Unanimously;

**7.2 Approval of Occasional Drivers:**

**Resolved**, upon the recommendation of the Superintendent of Schools, that the following individual is hereby approved as occasional driver for the 2022-2023 school year:

Item No.	Name	Bargaining Unit
7.2.1	Vincent Vecchio	DTA



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**8.0 Other Matters for Consideration:**

**8.1 Old Business:**

Mr. Buchanan asked about the athletic policy and Mr. Gens said that the athletic committee meet and they are close to getting it finished to get approved.

**8.2 New Business:**

Mrs. Szczerbacki and Ms. Ramos were at the most recent girls basketball game and they were happy to see such great attendance. They are planning on attending the next boys game as well.

**9.0 Questions and Oral Communications of the Public:**

None

**10.0 Adjournment of Regular Meeting:**

Mrs. Szczerbacki **moved** to adjourn; **seconded** by Mrs. Torain ; carried unanimously at 6:46 PM.