

Lackawanna City School District  
 Board of Education  
 Reorganization Meeting for 2021-2022  
 Tuesday, July 6, 2021 at 6:00 PM

APPROVED JUL 12 2021

**Minutes of the Reorganization MEETING of the Lackawanna City School District's Board of Education held on Tuesday, July 6, 2021, at 6:10 PM, Lackawanna High School/Middle School Auditorium, 500 Martin Road, Lackawanna, NY 14218.**

**OPENING:**

Meeting called to order by School Board Member, Leonard Kowalski at 6:10 PM, Lackawanna High School/Middle School Auditorium, 500 Martin Road Lackawanna, NY.

All are asked to stand for the Pledge of Allegiance.

Present: Carl Morgan, Esq., Dr. Kiel Illg, Daniel Grant, Louis P. Violanti, Esq, Mr. Keith E. Lewis, Dr. Mohamed Munassar, Mr. Azaldeen Mohamed, Mr. Nicholas Sobaszek, Mrs. Kimberly Bukaty, Ms. Mona Abdula, Mr. Anthony Catuzza and Mr. Leonard Kowalski.

Board Clerk administers the Oath of Office to Azaldeen Mohamed, Kimberly Bukaty, Leonard Kowalski, and Dr. Mohamed Munassar.

**ROLL CALL:**

**BOARD MEMBERS:**

Dr. Mohamed Munassar, Mr. Azaldeen Mohamed, Ms. Mona Abdulla, Mr. Anthony Catuzza, Mr. Nicholas Sobaszek, Mrs. Kimberly Bukaty and Mr. Leonard Kowalski.

**APPOINTMENT OF TEMPORARY CHAIRPERSON:**

School Board Member, Leonard Kowalski requested nominations for a Temporary Chairperson. School Board Member, Mr. Leonard Kowalski nominated Mr. Keith Lewis, Superintendent of Schools, as Temporary Chairperson it is seconded by Mr. Anthony Catuzza. Nicholas Sobaszek moved to close nomination and appoint Mr. Lewis as Temporary Chairperson. Motion seconded by Dr. Mohamed Munassar.

**DULY PUT TO A VOTE**

**ALL IN FAVOR / NONE OPPOSED.**

**Passes 7-0.**

Temporary Chairperson, Mr. Keith Lewis opened the floor for nominations.

**ELECTION OF OFFICERS:**

**a. Nominations for President of the Board of Education**

Mr. Keith Lewis requested nominations for the Office of President of the Board of Education for the 2021-2022 school year. Mr. Nicholas Sobaszek nominated Mr. Leonard Kowalski. Motion was made by Mr. Nicholas Sobaszek to close the nominations for the office of President of the Board of Education. Motion was seconded by Mr. Anthony Catuzza. Leonard F. Kowalski is the President of the Board of Education for the 2021-2022 school year.

**DULY PUT TO A VOTE**

**ALL IN FAVOR / NONE OPPOSED.****Passes 7-0.**

The Board Clerk administers the Oath of Office.

**b. Nominations for Vice President**

Board President Leonard Kowalski requested nominations for the Office of Vice President of the Board of Education. Mr. Leonard Kowalski nominated Mr. Nicholas Sobaszek. Motion was made by Mr. Anthony Catuzza to close the nominations for the Office of Vice President of the Board of Education. Motion was seconded by Dr. Mohamed Munassar. Nicholas Sobaszek is the Vice President of the Board of Education for the 2021-2022 school year.

**DULY PUT TO A VOTE****ALL IN FAVOR / NONE OPPOSED.****Passes 7-0.**

The Board Clerk administers the Oath of Office.

**Nominations of Officers:****Board Clerk**

Board President Leonard Kowalski requested nominations for the Office of School Board Clerk at an annual stipend of \$15,000.00 to be shared. Mrs. Kimberly Bukaty nominated Amber Illg & Kathy McHugh. Motion was made by Mr. Anthony Catuzza to close the nominations for the Office of School Board Clerk. Motion was seconded by Nicholas Sobaszek & Dr. Mohamed Munassar. Amber Illg & Kathy McHugh are the Board Clerk for the 2021-2022 school year.

**RESOLUTION FOR THE APPOINTMENT OF BOARD CLERK**

**WHEREAS**, The Lackawanna City School District's Board of Education hereby appoints Amber Illg & Kathy McHugh for the position of Lackawanna City School District's School Board Clerk; and

**WHEREAS**, it is the judgement of the Lackawanna City School District's Board of Education that this appointment of Amber Illg & Kathy McHugh as Lackawanna City School Districts School Board Clerk best serves the interest of the District.

**NOW THEREFORE, BE IT RESOLVED**, PURSUANT TO NY EDUCATION LAW SECTION 2503, THE LACKAWANNA CITY SCHOOL DISTRICT HEREBY APPOINTS AMBER ILLG & KATHY MCHUGH FOR THE POSITION OF SCHOOL BOARD CLERK FOR A STIPENED OF \$15,000.00 TO BE SHARED.

**DULY PUT TO A VOTE****ALL IN FAVOR / NONE OPPOSED.****Passes 7-0.****School Internal Claims Auditor:**

Board President Leonard Kowalski requested nominations for the Office of Internal Claims Auditor at an hourly rate of \$20.00/Hour, not to exceed 10 hours per week. The Internal Claims Auditor includes duties of the ECA Faculty Auditor. Dr. Mohamed Munassar nominated Dana Britton. Motion was made by Mr. Anthony Catuzza to close the nominations for the Office of Internal Claims Auditor. Motion was seconded by Mrs. Kimberly Bukaty. Dana Britton is the Internal Claims Auditor for the 2021-2022 School Year.

**DULY PUT TO A VOTE****ALL IN FAVOR / NONE OPPOSED.**

**Passes 7-0.**

**School Attorney:**

Board Clerk, Amber Illg requested nominations for the Office of School Attorney at an annual retainer of \$65,000.00 to be paid in a monthly amount of \$5,416.66 upon submitting an invoice and is not a member of ERS. Mr. Anthony Catuzza nominated Mr. Louis P. Violanti, Esq. Motion was made by Mr. Nicholas Sobaszek to close the nominations for the Office of School Attorney for the 2021-2022 school year. Motion was seconded by Dr. Mohamed Munassar. Louis P. Violanti, Esq., is the School Attorney for the 2021-2022 school year.

**DULY PUT TO A VOTE**

**ALL IN FAVOR / NONE OPPOSED.**

**Passes 7-0.**

**Special Education Attorney:**

School Board Clerk, Amber Illg requested nominations for the Office of Special Education Attorney at an annual retainer of \$65,000.00 to be paid in a monthly amount of \$5,416.66 upon submitting an invoice and is not a member of ERS. Mr. Nicholas Sobaszek nominated Mr. Carl Morgan, Esq. Motion was made by Mr. Anthony Catuzza to close the nominations for the Office of Special Education Attorney for the 2021-2022 School Year. Motion was seconded by Dr. Mohamed Munassar. Carl Morgan, Esq., is the Special Education Attorney for the 2021-2022 school year.

**DULY PUT TO A VOTE**

**ALL IN FAVOR / NONE OPPOSED.**

**Passes 7-0.**

**Watchperson Coordinator:**

School Board Clerk, Amber Illg requested nominations for the Office of Watchperson Coordinator to do scheduling and monitor budgetary parameters of Watchpersons for the 2021-2022 School year at the hourly rate of \$ 25.62/hour, 6 Hours per week (can work an additional 12 hours per week with a max of 18 hours per week). Mr. Anthony Catuzza nominated Mark Kowalski of the Lackawanna Police Department, for the position of Watchperson Coordinator. Motion was made by Mr. Nicholas Sobaszek to close the nominations for the position of Watchperson Coordinator. Motion was seconded by Mrs. Kimberly Bukaty. Mark Kowalski is the Watchperson Coordinator for the 2021-2022 school year. Board President Leonard Kowalski advises the public in attendance that Mark Kowalski is his brother.

**DULY PUT TO A VOTE**

**ALL IN FAVOR / NONE OPPOSED.**

**Passes 7-0.**

**3) APPOINTMENTS:**

Board President Leonard Kowalski requested the Board Clerk to read the following:

- ❖ Appointment of Hamburg Primary Care as the School Health Services/Medical Director for the **2021-2022** School Year. Services are provided as needed and billed as services are rendered.
- ❖ Appointment of Laura Kowalczyk as School District Treasurer. The Salary for District Treasurer: At an annual salary of \$15,750.00 for the **2021-2022** school year; an equivalent to a daily rate of \$60.58.

- ❖ Appointment of Shirley Pauley as School District Treasurer in the Absence of Laura Kowalczyk. At an annual salary of \$15,750.00 for the **2021-2022** school year; an equivalent to a daily rate of \$60.58.
- ❖ Appointment of Joyce Warthling, City Treasurer, for the City of Lackawanna, as School Tax collector for the amount of \$20,000.00 to be paid to the City of Lackawanna.
- ❖ Appointment of Amber Illg & Kathy McHugh as Freedom of Information Officer (Board Clerk)
- ❖ Appointment of Peter Mendez as Asbestos (LEA) Designee
- ❖ Appointment of Louis P. Violanti, ESQ. as Title IX Officer/Harassment Officer (school attorney)
- ❖ Appointment of Erik Smith as Section 504 Officer
- ❖ Appointment of Daniel Grant as Medicaid Compliance Officer
- ❖ Appointment of Hodgson Russ LLP as Bonding Attorney.
- ❖ Appointment of Capital Markets as Financial Advisor
- ❖ Appointment of Keith E Lewis as Designated Educational Officer.
- ❖ Appointment of Jacqueline Heath, as School Lunch Reviewer \$1,300.00 Stipend

Motion was made by Mr. Anthony Catuzza and seconded by Mr. Nicholas Sobaszek to accept the Appointments.

**DULY PUT TO A VOTE**

**ALL IN FAVOR / NONE OPPOSED.**

**Passes 7-0.**

#### **4. DESIGNATIONS**

Board President Leonard Kowalski requested the Board Clerk to read the following:

- Designation of JP Morgan Chase Bank as the School District's Official Bank to deposit all District funds for the 2021-2022 school year and designation of JP Morgan Chase Bank for School tax collection and deposits.
- Designate the School Treasurer to invest School District funds in Certificate of Deposits (CD) and Money Market Account at JP Morgan Chase, and the New York State Liquid Asset Fund (NYLAF) for the 2021-2022 school year.
- Designation of The West Seneca Bee, and the Am-Pol Eagle as our official newspapers for the District.
- Designation of Meeting dates and times: Board Work Session are the 2<sup>nd</sup> Monday of each month at 6:00 p.m., Room 202, McKinley Administration Bldg. July's Work Session is Monday, July 12, 2021 at 6:00 p.m but will be held at Lackawanna High School in the Auditorium. Regular Board Meetings are the Thursday immediately following the second Monday at 7:00 p.m. in the McKinley Administration Bldg. The July Regular Board Meeting will be held on Thursday, July 15, 2021 at 7:00 p.m but will be held at Lackawanna High School in the Auditorium.
- Designation for Special Meeting: Any member of the Board may call a Special Meeting of the Board of Education. The Board Clerk will give written notice 24 hours in advance of the meeting and shall ensure that such notice is given to the Superintendent of Schools, School Attorney and School Business Official within the same time frame. In the absence of the Board Clerk, the Office of the Superintendent of Schools will give such notice. Public notice shall be given via District Website. Special meetings will be held at a time designated by the Board's President or Board's Vice President, unless a District Emergency warrants otherwise.

Motion to accept Designations by Mr. Anthony Catuzza, seconded by Mr. Nicholas Sobaszek. The Board President Leonard Kowalski advises of the changes to the Board of Education Meeting scheduled for July 15, 2021, this meeting will now be held on Monday June 12, 2021, immediately following the Work Session.

**DULY PUT TO A VOTE**

**ALL IN FAVOR / NONE OPPOSED.**

**Passes 7-0.**

**5) AUTHORIZATIONS**

Board President, Mr. Leonard Kowalski requested the Board Clerk to read the following:

- Authorization for the Superintendent to certify payroll.
- Authorization for fixed assets threshold to be established at \$5,000.00
- Authorization for the District to participate in all Boces Cooperative and County Bids for the **2021-2022** School Year.
- Authorization for the Superintendent to apply for State and Federal Grants in Aid.
- Authorization for the President or Vice President of the Board of Education to independently appoint an Impartial hearing Officer as necessary for any impartial hearing regarding the placement of a special education student.
- Authorization for the Board of Education Members and School Attorney and Special Education Attorney to attend conferences, conventions, and workshops with expenses paid by the School District within budgetary limits.
- Authorization for the Superintendent of Schools to sign Civil Service Reports of Personnel change, The Payroll Register and TRS and ERS Monthly Reports.

Motion to accept Authorizations by Mr. Anthony Catuzza and seconded by Mr. Nicholas Sobaszek.

**DULY PUT TO A VOTE**

**ALL IN FAVOR / NONE OPPOSED.**

**Passes 7-0.**

**6) Official Undertakings (Bonds)**

Board President, Mr. Leonard Kowalski requested the Board Clerk to read the following:

- **The following officers will be bonded as per our District Insurance Policy: District Treasurer, District Clerk, Internal Claims Auditor and Tax Collector**
- **Adoption by the Board of Education of all District policies, Code of Ethics and Safety Plan, as previously established, for the 2021-2022 School year.**
- **Conduct of Board Meetings-Rules of Procedures-Robert's Rules of Order**
- **Establishment of the following substitute rates for the 2021-2022 School Year for the following positions:**

Substitute Administrator Certified	Outside Group
Substitute Teacher Non-Certified	\$100.00/day
Preferred Substitute Teacher	\$140.00/day
Substitute Teacher Certified	\$125.00/day
Substitute Teacher at leave term sub-pay after 20 days	\$150.00/day
Substitute Teacher-certified (More than one semester) with a Step 1 Bachelor's Plus Health Benefits	\$44,912/yr
Nurse-Substitute	\$110.00/day

Cleaners-Substitute	\$15.00/hr.
Substitute Clerical/Secretary	\$16.00/hr.
Substitute Teacher Aides-Substitute	\$15.00/hr
Substitute Custodian	\$18.00/hr.
Substitute Maintenance	\$18.00/hr.

Motion to accept Official Undertakings by Dr. Mohamed Munassar and seconded by Mr. Anthony Catuzza.

**DULY PUT TO A VOTE**  
**ALL IN FAVOR / NONE OPPOSED.**  
**Passes 7-0.**

**7) ECASB 2021-2022 Team Appointments:**

Board President Leonard Kowalski requested the Board Clerk to read the following:

**Voting Delegate for NYSSBA Convention October 24-26**

**Representative: Leonard F. Kowalski**                      **Alternate: Nicholas Sobaszek**

**ECASB Delegate Assembly Representative**

**Representative: Dr. Mohamed Munassar**                      **Alternate: Kimberly Bukaty**

**ECASB Budget & Finance Team Representative**

**Representative: Mona Abdulla**                                      **Alternate: Anthony Catuzza**

**ECASB Legislative Team Representative**

**Representative: Kimberly Bukaty**                                      **Alternate: Azaldeen Mohamed**

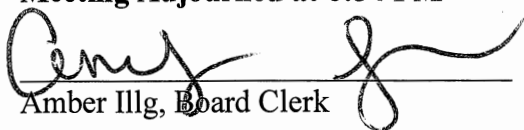
Motion to accept ECASB 2021-2022 Team Appointments by Mr. Nicholas Sobaszek and seconded by Mr. Anthony Catuzza and Dr. Mohamed Munassar.

**DULY PUT TO A VOTE**  
**ALL IN FAVOR / NONE OPPOSED.**  
**Passes 7-0.**

Board President Leonard Kowalski requested a Motion to Adjourn Reorganization Meeting of Tuesday, July 6, 2021. Moved by Mr. Nicholas Sobaszek, seconded by Mr. Anthony Catuzza.

**DULY PUT TO A VOTE**  
**ALL IN FAVOR / NONE OPPOSED.**  
**Passes 7-0.**

**Meeting Adjourned at 6:34 PM**

  
Amber Illg, Board Clerk