

MINUTES



Thursday, December 4, 2014 Business Board Meeting MS/HS Library, 7:00 PM

1. Call to Order

Ms. Baron called the meeting to order.

In attendance, Ms. Tracy Baron, Board President; Mr. Robert Reiser, Board Vice President; Ms. Lynne Black; Mr. Michael Goldman; Ms. Jean Lucasey; Dr. Lisa Brady, Superintendent; Ms. Sylvia Fassler-Wallach, Assistant Superintendent of Finance, Facilities and Operations; Mr. Douglas Berry, Assistant Superintendent of Curriculum and Instruction and Ms. Loretta Tularzko, District Clerk.

Mr. Jonathan Greengrass and Mr. Louis Schwartz were not in attendance.

2. Regular Meeting Opening 7:11 p.m.

2.01 Pledge of Allegiance

2.02 Acceptance of the Agenda

Mr. Goldman moved, and Ms. Black seconded, that the Board accept the December 4th Agenda.

Vote: 5 ayes - 0 nays

2.03 Approval of Minutes

Ms. Lucasey moved, and Ms. Black seconded, that the Board approve the minutes of the November 6, 2014.

Vote: 5 ayes - 0 nays

Ms. Lucasey moved, and Mr. Goldman seconded, that the Board approve the minutes of the November 19, 2014.

Vote: 4 ayes - 0 nays – abstention – Ms. Black

3. Announcements

The 8th Annual SPRING Family Square Dance will be held tomorrow night at 7:00 PM, please plan on attending.

PTSA has Spirit Wear available.

4. Superintendent's Report

4.01 Superintendent's Report for December 4, 2014

The Middle School Winter Concert will be held on December 11th at 7:00 PM in the Auditorium.

The High School Winter Concert will be held on December 15th at 7:00 PM in the Auditorium.

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Yesterday, Mr. Berry and Mr. Huyter held Parent Chromebook Training which was sponsored by the PTSA.

- Two sessions were held one in the morning and one in the evening.
- Each session accommodated 20 parents. The combined total of attendees was 37.
- With the ever evolving technology in education, it is very important that parents are partners with the District.
- Mr. Berry thanked Mr. Huyter, Mr. Rivera, Ms. Marques and Ms. Leif for their support and assistance.
- Tutorials will be available on line along with a link to resources.

Dr. Brady will be presenting on the topic of students managing multiple media at the Technology Leadership Institute at the LHRIC.

5. Correspondence

The Board acknowledged receipt of the following correspondence:

1. Agenda notification

In order to assist the community with navigating the agenda, an agenda snapshot is sent out prior to each meeting.

6. Citizen's Comments

6.01 Notice

Members of the community may comment on any matter related to district business. Any group or organization wishing to address the Board must identify a single spokesperson. Presentations should be as brief as possible and no speaker will be permitted to speak for longer than 3 minutes. It is expected that speakers will conduct themselves in a civil manner and will be ruled out of order for any statement that constitutes a direct threat against officers, employees or students of the school district, or that is obscene. Questions or comments concerning matters that are not on the agenda will be taken under consideration and referred to the Superintendent for appropriate action.

None.

7. Reports to the Board

Please view the entire meeting on TV DFTV - Channel 75 & 47 for full details or visit the website for the video of the presentation

7.01 Counseling Services Presentation

Ms. Candace Reim, High School Assistant Principal, presented the District's counseling services.

- Current Program
- Enrollment Growth
- Responsibilities of the Grades (9) 10-12 Counselors
- Responsibilities of the 7th and 9th Grade Counselors
- Responsibilities of the 6th and 8th Grade Counselors
- Challenges of the Current Program – Academic
- Challenges of the Current Program – Social
- Challenges of the Current Program – Logistics
- Counseling in the Rivertowns
- Proposed Changes and Implementation
- Rationale/Benefits HS
- Rationale/Benefits MS
- Take-aways

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Discussion:

- Increase in the number of students and seniors over the last 10+ years.
- IB has increased work load.
- Naviance has increased the number of college applications.
- Can the District discourage numerous applications or limit the number of applications?
- Counselors not only work with students but a lot of time is spent with parents.
- Possibly need to educate parents:
 - 20 applications is excessive
 - Parental restraint
 - Limited resources
- Day to day crises is never ending.
- Can counseling be administered in groups where applicable?
- Can other things be done to decrease the workload?
- Today's students have very different needs than in the past.
- Counseling touches every student.
- The District has to supply more and more resources.
- If a counselor is added, what other areas of the budget will be omitted?
- The IB Coordinator is responsible for all the testing, scoring, etc.

Community Comments:

- Many families moved to Dobbs Ferry because of the small number of students enrolled and the specialized attention and experience of the schools.
- Limiting applications would upset many parents.
- 10th graders need more individualize attention.
- Parents should have their calls returned whether their children are seniors or not.
- District needs to have a more detailed breakdown of the number of hours spent on each activity.
- What can be eliminated?
- Historical relevance – maybe the responsibilities need to be revamped.
 - i.e., a crisis person

8. Board Actions

8.01 Standard Work Day Reporting

The Superintendent recommends that the Board move to establish the following:

Ms. Black moved, and Mr. Goldman seconded, that the Board of Education of the Dobbs Ferry Union Free School District/Location Code 75512 hereby establishes the following as standard work days for appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the District Clerk:

Title	Name	Social Security Number (last 4 Digits)	ERS Registration Number	Standard Work Day (Hrs/Day)	Term Begins/Ends	Participates in Employer's Time Keeping System (Yes/No)	Days/Month (Based on record of Activities)	Tier I (Check only if member is Tier 1)	Not Submitted (Check box if no record of activities completed or if participated in timekeeping system)
District Clerk	Loretta Tularzko	Redacted	Redacted	7 hrs	07/01/14-06/30/15	Yes	N/A	N/A	N/A
District	Ann	Redacted	Redacted	7 hrs	07/01/14-	Yes	N/A	N/A	N/A

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Treasurer	Marie Vulpone				06/30/15				
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Vote: 5 - ayes - 0 nays

8.02 Hudson River Community Education (HRCE)

Mr. Reiser moved, and Ms. Lucasey seconded, that the Board establish a continuing education program for adults and teenagers effective January 2015, to be known as Hudson River Community Education (HRCE), to provide instruction in the areas of citizenship, general continuing education and/or recreation and leisure, with HRCE to be self-sustaining through the payment of course fees and tax deductible gifts, and subject to the approval of the Commissioner of Education.

The District cannot sustain the program. Enrollment fees will cover the cost of the yearly software expense and the instructors' fees.

Vote: 5 - ayes - 0 nays

8.03 8th Grade Washington, DC Trip

Ms. Lucasey moved, and Ms. Black seconded, that the Board approve the 8th Grade field trip to Washington, DC - May 6 to May 8, 2015.

- Cost of the trip is less than last
- Monetary assistance is available if needed

Vote: 5 - ayes - 0 nays

Consent Agenda

Mr. Goldman moved, and Ms. Black seconded, that the Board approve Items 8.04, 8.05, 8.06, and 8.08 as a consent agenda.

Vote: 5 - ayes - 0 nays

Ms. Black moved, and Mr. Goldman seconded, that the Board approve Items 8.04, 8.05, 8.06, and 8.08.

Vote: 5 - ayes - 0 nays

8.04 Budget Increase

The Board approved the budget increase to prepare for additional revenue from the Chromebook insurance plan and additional expenditures for the repair and replacement of the devices:

Revenue Account to Increase	Amount	Expenditure Account to Increase	Amount
A1335.100	\$13,500.00	A2630.450.00.5500	\$13,500.00
Personal Device Fees		Computer Tech - Supplies	
Total	\$13,500.00	Total	\$13,500.00

8.05 Special Education Consultant Amendment

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The Board amended the end date of the Dynamic Kids service contract which provided Occupational Therapy Services for special education students beginning September 2, 2014 through October 17, 2014 not October 10, 2014 as approved at the September 4, 2014 Board meeting. The contract amount was \$7,488.00.

8.06 Special Education Consultant

The Board approved a contract with Westchester Institute for Human Development to provide a behavioral therapist to work with special education students through June 30, 2015. It will consist of up to 10 hours @ \$185.00 not to exceed \$1,850.00.

8.07 Policy Revision - First Reading

The Board conducted a first reading of the following policies revised policies:

- 5500 – Student Records
- 8131– Pandemic Planning

The 5500 – Student Records policy will be brought back for a second reading. Dr. Brady will research the cross reference of student ID's.

Mr. Goldman moved, and Ms. Lucasey seconded, that the Board forego a second reading and adopt the following policy as amended:

8131 – Pandemic Planning

Vote: 5 - ayes - 0 nays

8.08 CSE/CPSE

The Board authorized and directed the following:

WHEREAS the Committee on Special Education and Committee on Pre-School Special Education had issued to the Board by written confidential reports dated October 30, 2014 and November 26, 2014 its IEP recommendations for the students who are identified therein; and

WHEREAS the Board is responsible for arranging for appropriate special programs and services to students with IEPs, as recommended by said committee;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Dobbs Ferry Union Free School District hereby authorize and direct the administration to immediately arrange for the special programs and services as set forth in said reports dated October 30, 2014 and November 26, 2014.

8.09 Personnel

Mr. Reiser moved, and Ms. Lucasey seconded, that the Board approve the Civil Service and Staff Personnel recommendations.

The Wrestling Coach was tabled until the Board receives his documentation. All other recommendations were approved.

Vote: 5 - ayes - 0 nays

8.10 Treasurer's Report

The Board acknowledged receipt of the Treasurer's Report for September, 2014.

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8.11 Warrants

The Board acknowledged receipt of the following warrants:
Warrant No. 21 and 23 Multi.

Ms. Fassler-Wallach explained the encumbrance process for Purchase Orders.

9. Committee Reports

Finance Committee

- Reviewed our Certioraris; balances in each account; percent of liabilities and reserve balance
- Discussed future agendas, i.e., budget, etc.

Curriculum Committee

- Reviewed the 12/18 presentation on the Springhurst and Middle School data and academic progress
- The performance data will include detailed focus on students on the Free and Reduced Lunch program
- Regents data will be un-embargoed in the spring
- How do we assess what is important to us?
- In the long term we will be looking at various commercial products; once one is chosen it will be shared with the Board.
- The Board will take the leadership to communicate to the community beyond Board meetings that tests do matter.

Wellness Committee

- Worked on the Wellness Policy revision and will finalize the changes to submit to the Board for adoption
- The committee will concentrate this year on activities i.e., Health Fair, Walking to School Day, etc.

Students Activities/Athletics Committee will meet on Monday, December 8th at 6PM.

School and Community Relations Committee will meet on Tuesday, December 9th at 12:15 PM.

Architect Meeting

Dr. Brady, Ms. Fassler-Wallach, Mr. Frees, Ms. Baron, Ms. Lucasey and Mr. Goldman met with the KG&D Architects.

- KG&D needed guidance about the new field
- Size – 180' x 360' there will be a buffer at the other end
- To widen the field would require a retaining wall for an additional \$500K
- Parking area if widened could add approximately 20 additional spots
- Bathrooms can only be a possibility as an alternate depending on the total cost of the project

10. Old Business

None

11. New Business

11.01 Extra-Curricular Activities and Sports Participation

The Board discussed home-schooled and non-public school students' participation in extra-curricular and sports activities.

- Home-schooled and non-public school students cannot legally participate in sports
- Should both home-schooled and non-public school students be allowed to participate in extra-curricular activities?

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- Should neither home-schooled and non-public school students be allowed to participate in extra-curricular activities?
- Should home-schooled students be allowed to participate in extra-curricular activities?
- Dr. Brady will check with David Shaw regarding School Case Law and if being biased with one group or the other would legally jeopardize the District.

12. Upcoming Meetings

12.01 Calendar

Thursday, December 18, 2014 – 7:00 PM - Work Session - MS/HS Library

- School Data and Academic Progress - Springhurst and Middle School

Thursday, January 8, 2015 – 7:00 PM - MS/HS Library

- Special Education Report

Thursday, January 22, 2015 – - Work Session - MS/HS Library

- Building A Better Teacher
- Budget Status Report

There will be several additional Board meetings as follows:

- December 17th – Facilities Committee and a few Board members will meet with KG&D for a preview of the full KG&D capital projects meeting scheduled for either January 6 or at the regularly scheduled January 8th Board meeting.
 - The Board has requested printed information with sufficient lead time to review
- January 24th – possible date for the Board Retreat

13. Adjournment

At 9:44, Mr. Goldman moved, and Ms. Black seconded, to adjourn the meeting.

Vote: 5 ayes - 0 nays

14. Approved Minutes

15.01 Approved Minutes - October 2, 16, 21 and 29, 2014

IF INTERESTED IN REVIEWING BACK UP MATERIALS PERTAINING TO ANY ITEMS ON THIS AGENDA, ONCE APPROVED BY THE BOARD OF EDUCATION PLEASE CONTACT LORETTA TULARZKO AT 693-1506.



District Clerk