



**Tuesday, November 1, 2022**  
**Business Meeting**  
**7:00 PM**

**1. Call to Order**

**2. Opening of the Meeting – 7:06 PM**

**2.01 Pledge of Allegiance**

**2.02 Roll Call**

Ms. Jean Lucasey, President; Ms. Brooke Bass, Vice President; Ms. Tracy Baron; Ms. Shannon Stringer; Mr. Darren Wood; Mr. Kenneth Slentz, Superintendent; Dr. Darrell Stinchcomb, Assistant Superintendent of Curriculum, Instruction and Equity; Dr. Ron Clamser, Jr., Assistant Superintendent of Finance, Facilities and Operations; and Ms. Loretta Tularzko, District Clerk.

Mr. Massimo Bufalini and Ms. Penny Sullivan-Nunes were not in attendance.

**2.03 Acceptance of the Agenda**

Mr. Wood moved, and Ms. Baron seconded, that the Board accept the November 1<sup>st</sup> Agenda.

Vote: 5 - ayes - 0 nays

**2.04 Approval of Minutes**

Mr. Wood moved, and Ms. Stringer seconded, that Board approve the minutes of the October 11 and 25, 2022 meetings.

Vote: 5 - ayes - 0 nays

**3. Citizen's Comments**

**3.01 Notice**

The Board of Education values input from the entire Dobbs Ferry School District community. Although we do not engage in dialogue with the public at our Board of Ed business meetings, we are listening. Members of our school district community may comment on any matter related to the meeting's approved agenda. If you wish to address the board, please sign in with the District Clerk. Any group or organization wishing to address the Board must identify a single spokesperson. Please state your name for the record and keep your remarks to 3 minutes or less. 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.

**4. Report to the Board**

**4.01 Annual Audit Report**

*To view the entire meeting visit our website under the BOE tab and click on View Live Board of Education Meeting*

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Alan Kassay with the audit firm PFK O'Connor Davies, LLP, presented the Annual Audit Report for the 2021-2022 school year.

- 2021-2022 External Audit
- Audit Schedule
- Audit Components
- Summary of Communications
  - Internal Accounting Controls - No Material Weaknesses Noted
  - No Significant Audit Adjustments, No Material Errors, Fraudulent Financial Reporting or Misappropriation of Assets
  - No Instances/Suspicion or Allegations of Fraud
  - No Disagreements with Management
- General Fund Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual June 30, 2022
- General Fund Balance Sheet – June 30, 2022
- Reviewed the assets, liabilities and fund balances
- Mr. Kassay explained how the fund balances work

The Board thanked Mr. Kassay for his presentation.

## 5. Announcements

Westchester Putnam School Boards Association will hold the following virtual events:

Regional Superintendent/Board Symposium

Nov. 3, 2022

6:30 PM - 8:00 PM

Westchester Putnam School Boards Association

Panel Presentation

Dec. 5, 2022

6:30 PM - 8:00 PM

PTSA

The PTSA is having a Thanksgiving Pie Sale.

If you make your own pies and don't want to buy pie, donate a pie to the local food pantry.

Please check their website for further details.

## 6. Committee Reports

### 6.01 Committee Reports

Curriculum & Instruction – 10/12

- The committee discussed the following:
  - Main purposes of the committee
  - Goals will be determined once purpose(s) are established
  - Associated policy implications
  - The committee will meet periodically as needed

Wellness – 10/13

- The committee discussed the following:
  - Five main purposes of the committee
  - Goals will be determined once purpose(s) are established
  - Associated policy implications
  - Committee will meet monthly

Policy – 10/17

- The committee discussed the following:
  - Five main purposes of the committee
  - To complete the purposes noted

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- Policy implications - all
  - The committee will meet periodically as needed
- Facilities – 10/17
- The committee discussed the following:
    - Main purposes of the committee
    - Committee Goals for 22-23
    - Policy implications
    - The committee will meet monthly
- Special Ed – 10/18
- The committee discussed the following:
    - Five main purposes of the committee
    - Committee Goals for 22-23
    - Associated policy implications
    - The committee will meet periodically as needed
- Finance – 10/18
- The committee discussed the following:
    - Main purposes of the committee
    - Committee Goals for 22-23
    - Associated policy implications
    - The committee will meet periodically as needed
- Student Activities & Athletics – 10/19
- The committee discussed the following:
    - Main purposes of the committee
    - Goals will be determined once purpose(s) are established
    - Associated policy implications
    - The committee will meet periodically as needed
- School & Community Relations – 10/20
- The committee discussed the following:
    - Main purposes of the committee
    - Goals will be determined once purpose(s) are established
    - Associated policy implications
    - The committee will meet periodically as needed

*To view the all the meeting notes please go to committee minutes in BoardDocs in the November 1<sup>st</sup> agenda*

### 7. Superintendent's Report

In lieu of the discussion on the goals tonight, because we don't have the entire board here, I wanted to highlight some of the goings on within the schools.

- October 19th, we had a half day and we utilized that second half for staff development
  - Our biggest challenge is time.
  - There was some structure to the day, but the time was largely left to the teachers.
  - There was 504 training that the principals and Ken attended, which was very helpful.
  - But the amount of work, the level of focus across the buildings on really substantive issues around teaching and learning was just remarkable.
  - Thank you to the teachers, principals and the Special Ed team for the work they did on the 504 transition.

Postseason sports – we have 4 teams:

- November 2 - Varsity Volleyball Semi Finals Vs Blind Brook HS
- November 5
  - Varsity Cross Country Section One Championships 9:00 AM
  - Varsity Football Home vs. Valhalla HS 1:30 PM
- Our merged Swim Team that participates on the Ardsley team took third place in Section One. According to our shared coach, this was the team's best record to date.
- Kudos to our student athletes and coaches for a great season.

There was an Accidental Lockdown triggered on Friday, October 28 at Springhurst.

- We are very sorry about this. The team went into action immediately in terms of doing the analysis.
- Administration has been in discussion regarding our respective actions and what we can do better next time.

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- The team at Springhurst will be brought up to speed on where we are with the changes to avoid this in the future.
- In addition to the faculty and staff, Dr. Clamser and Mr. Nemeth, our Director of Security, responded as quickly as they could to help Ms. Grabelsky, our Assistant Principal.
- Both Mr. Slentz and Dr. Drake were off campus.

### 8. Board Actions

#### 8.01 PTSA Grants

Mr. Wood moved, and Ms. Baron seconded, that the Board accept a donation in the amount of \$5,425 from the Dobbs Ferry PTSA to support the following:

- Springhurst Library Materials \$2,500
- Middle School Homework Center Materials \$1,800
- Middle School PBIS Materials \$1,125 (PBIS) Positive Behavioral Intervention and Supports

Thank you to the PTSA for their continuous support.

Vote: 5 - ayes - 0 nays

#### 8.02 Audit Corrective Action Plan

Ms. Stringer moved, and Ms. Baron seconded, that the Board accept the Corrective Action Plan to the Management Letter issued by PFK O'Connor Davies, LLP, for the audit of the fiscal year ended June 30, 2022.

Vote: 5 - ayes - 0 nays

#### 8.03 Change Orders

Mr. Wood moved, and Ms. Baron seconded, that Board approve the following change orders:				
Project #	Change Order #	Contractor	Amount	Description
660403-03-0001019	EC-MHS-4-15	Naber Electric Corp	\$8,645.41	Remove existing fixtures and safe off. Recircuit, provide (12) RAB EZPANF A2x2 light, (2) EM light fixtures, (3) occupancy sensors and (2) single pole switches.
660403-03-0001019	EC-MHS-4-16	Naber Electric Corp	\$10,741.33	Install (2) 180' feeders to 480V panel from new pumps P-1HS and P-2HS, Feeder route was from penthouse roof to 2nd floor panel location.
660403-03-0001019	EC-MHS-4-17	Naber Electric Corp	\$1,155.15	Material and labor to upgrade power to 208 3 phase and provide circuit breaker

Vote: 5 - ayes - 0 nays

#### 8.04 Budget Transfer

Ms. Bass moved, and Ms. Baron seconded, that the Board approve the following budget transfer to cover the cost of 2 new district employed custodians previously part of the A&A Contract as 2 night porters:

Account	Decrease	Increase
A 1620-403-08-9002 Operations Cont Clean	\$76,295.30	
A 1620-160-01-8130 Custodians/Maint		\$38,101.31
A 1620-160-02-8130 Custodians/Maint		\$19,097.00
A 1620-160-03-8130 Custodians/Maint		\$19,096.99

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Vote: 5 - ayes - 0 nays

### 8.05 CSE/CPSE Recommendations

Mr. Wood moved, and Ms. Stringer seconded, that the Board approve the following:

WHEREAS the Committee on Special Education and Committee on Pre-School Special Education had issued to the Board by written confidential report dated October 21, 2022, 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 report dated October 21, 2022.

Vote: 5 - ayes - 0 nays

### 8.06 Supplemental Memorandum of Agreement

Ms. Baron moved, and Ms. Bass seconded, that the Board approve the attached Supplemental Memorandum of Agreement between the District and the Dobbs Ferry CSEA Clerical, Teacher Aide/Teaching Assistants Unit.

Vote: 5 - ayes - 0 nays

### 8.07 Personnel

Mr. Wood moved, and Ms. Sullivan-Nunes seconded, that the Board approve the Civil Service and Professional Personnel recommendations.

Vote: 5 - ayes - 0 nays

### 8.08 Vote for a Candidate for NYSSBA Area 10 Director

Ms. Baron moved, and Ms. Stringer seconded, that the Board cast their vote for Sheryl Brady from White Plains for the NYSSBA Area 10 Director seat.

Vote: 5 - ayes - 0 nays

## 9. Acknowledgements

### 9.01 Warrant

The Board acknowledged the following warrant:

Warrant No. 20 Multi.

## 10. Citizen's Comments

### 10.01 Notice

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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.

### 11. Old Business

Both Mr. Slentz and Ms. Lucasey added the NYSSBA Convention in Syracuse. Jean reported on the following:

- She attended a policy session and learned from Jessica Goldstein and Angela DeStanto from NYSSBA's Policy team that the policy committee has not been fully utilizing the functions that BoardDocs offers for streamlining our process. They will train us for free how to do that.
- Individual rights and responsibilities of Board members such as things that a board member does to further the scope of their authority and doing things individually that are really outside the scope of their authority.
- She also learned what doesn't have to be in our minutes and whether someone can abstain from a vote on principle.

### 12. New Business

Ms. Baron has requested enrollment numbers and student free and reduced-price lunch numbers.

Mr. Slentz will get the numbers to the full Board tomorrow.

### 13. Upcoming Meetings

#### 13.01 Calendar

Tuesday, November 15, 2022 - 7:00 PM - MS/HS Media Center

- Work Session

Tuesday, December 6, 2022 - 7:00 PM - MS/HS Media Center

### 14 Adjournment

At 7:53 PM, Ms. Stringer moved, and Ms. Baron seconded, that the Board adjourn the meeting.

Vote: 5 - ayes - 0 nays