



MINUTES

Tuesday, October 12, 2021 Special Board Meeting 6:00 PM

1. Call to Order – 6:04 PM

2. Special Meeting Opening

2.01 Roll Call

2.02 Pledge of Allegiance

Ms. Tracy Baron, President; Ms. Shannon Stringer, Vice President; Ms. Rita Kennedy; Ms. Jean Lucasey; Mr. Massimo Bufalini; Ms. Brooke Bass; Ms. Penny Sullivan-Nunes; Dr. Lisa Brady, Superintendent; Dr. Darrell Stinchcomb, Assistant Superintendent of Curriculum, Instruction and Equity; Mr. Ron Clamser, Jr., Assistant Superintendent of Finance, Facilities and Operations; and Ms. Loretta Tularzko, District Clerk.

2.03 Acceptance of the Agenda

Ms. Lucasey moved, and Mr. Bufalini seconded, that the Board accept the October 12th Agenda.

Vote: 7 - ayes - 0 nays

3. Citizens 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. Committee Report

4.01 Ad Hoc Superintendent Search Committee

The committee summarized their discussions with David Shaw, the District's legal counsel.

- They met virtually on two occasions
- He advised that our policies require an RFP or Request for Proposal
- In this situation, no bidding process is required
- He supplied a draft RFP
- He mentioned some of the search firms other districts have used to give us an idea of what to expect.

MINUTES

- He recommended that the District Clerk receive the RFPs responses and convey to the board.
- The committee collaborated on the draft RFP to be discussed in New Business later in this meeting.
- The committee discussed the edits in the draft and agreed on the current format.

Next Steps.

- The committee is going to meet virtually with David Shaw, after tonight's meeting to speak more about the RFP, including what we discuss tonight, the scope of search, whether we include both BOCES, etc.
- Given this is our policy, we're going to be allocating the appropriate budget for whatever search firm we contract.
- We do have two questions out to our legal counsel at this time
 - If we agree to the RFP being discussed tonight, should we put our BOCES in the mix of potential search firms and would services of BOCES be aidable to us?
 - Do we need to be noticing our meetings and how far in advance should they be noticed? These are meetings that do not involve our legal counsel, because there's no need for us to notice any meeting with our legal counsel. Do we have to keep minutes of our activities that we do?
- Ron Clamser stated that with BOCES the search is basically free. Other expenses such as marketing, advertising, printing, etc. would be a flat rate. These are typically aidable.

5. Old Business

None.

6. New Business

6.01 Discussion of RFP for Superintendent Search Firm

The Board discussed the RFP process for the Superintendent Search Firm.

Discussion included:

- Will BOCES respond like everyone else?
- David suggested going with SWBOCES versus PNWBOCES.
- David explained his office will work with the District Clerk when we have a final number of Educational Search Firms.
- Advertise in the NY Times?
- Should we search nationally, within NYS or regionally?
- We do not need to go with the lowest bidder.
- The last time the District conducted a search for the Superintendent position we believe it was regional.
- The District hired the firm Hazard Young Attea. Our consultant was Debbie Raizes.
- Considerations
 - When you've had a long tenured and well known and liked superintendent, do you want to choose someone that will know the ropes in terms of locality for a smooth transition and where the learning curve is going to be easier for them.
 - Or someone who is coming not only from a different job, but also from a different part of the country?
 - Is the Board looking for someone to come in and chart a new course and overhaul a system or a leader who is able to move a district forward from a place of strength?
- If there aren't enough candidates can we expand our search?
 - That would be a question for the search firm interviews.
- BOCES doesn't offer the same services as other Search Firms. For example, in some instances, search firms can help the district organize public forums to discuss the qualities that they want in the superintendent; how to include the public in some sort of interviewing; or gathering thoughts about what they want in a superintendent; they can potentially conduct a retreat with board members and the new superintendent to bring everybody together and to get to know each other in a way that really can't be done just in a board meeting.
- Some firms will guarantee another search if the Superintendent leaves prior to a 2-year period.

MINUTES

- Timeline November 15, 2021 to have the RFPs returned.
- Early 2022 to have the selected search firm provide the District Clerk with the names of the candidates to begin the selection process.
- RFP needs to be sent via US Mail; responses may be sent via US Mail or email.
- Edits made by the committee to the draft RFP:
 - Dobbs Ferry square mileage, punctuation, and changed the date from Jan-Feb to Dec-Jan.
- Board agreed with the standard RFP to be sent regionally.

7. Citizens Comments

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None.

8. Upcoming Meetings

8.01 Calendar

Tuesday, October 19, 2021 - 7:00 PM - MS/HS Library

- Work Session - Civil Discourse

Tuesday, November 9, 2021 - 7:00 PM - MS/HS Library

9. Adjournment

At 6:33 PM, Ms. Sullivan-Nunes moved, and Ms. Kennedy seconded, that the Board adjourn the meeting.

Vote: 7 - ayes - 0 nays



Loretta Tularzko
District Clerk