



**Tuesday, October 5, 2021
Business Board Meeting
7:00 PM**

1. Audit Committee

Alan Kassay from PFK O'Connor Davies, LLP, met with the Audit Committee to review the 2021 Fiscal Year End Financial Statements.

2. Call to Order

3. Opening of the Meeting – 7:00 PM

3.01 Pledge of Allegiance

3.02 Roll Call

Ms. Tracy Baron, President; Ms. Shannon Stringer, Vice President; Ms. Rita Kennedy; Ms. Jean Lucasey; Mr. Massimo Bufalini; Ms. Brooke Bass; 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.

Ms. Penny Sullivan-Nunes was not in attendance.

3.03 Acceptance of the Agenda

Mr. Bufalini moved, and Ms. Kennedy seconded, that the Board accept the October 5th Agenda.

Vote: 6 - ayes - 0 nays

3.04 Approval of Minutes

Ms. Bass moved, and Ms. Lucasey seconded, that the Board approve the minutes of the September 14 and September 21, 2021, meetings.

Vote: 6 - ayes - 0 nays

4. Reports to the Board

4.01 Annual Audit Report

Alan Kassay with the audit firm PFK O'Connor Davies, LLP, presented the Annual Audit Report for the 2020-2021 school year.

Mr. Kassay explained that the Audit Committee (audit committee consists of the entire Board plus three members of the community) received a detailed Audit Report prior to the Board Meeting and that he answered the committee's questions about the report.

He reported on the following:

- 2020-2021 External Audit
- Audit Schedule

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- Audit Components
- Summary of Communications
- General Fund Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual June 30, 2021
- General Fund Balance Sheet – June 30, 2021
- Other Comments Summary

There were no other questions from the Board. They thanked Mr. Kassay for the audit and his report.

5. Citizens Comments

5.01 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.

Comments/Questions:

1. Comment re Regulation 0105
2. Comments re concerns about DEI policy, timing of community access to BOE meeting agendas

6. Announcements

1. PTSA
 - a. October 15th will be their first walk to school event and there will be a coffee truck parents. It will give them time to get to know each other.
 - b. October 21st, Springhurst will be having soup day for students.
 - c. October 23rd, the pumpkin fair is coming back to Springhurst from 10am to 2pm.
 - d. You can join PTSA via the dobbsptsa.org website and get a PTSA school calendar.
 - e. The Our Streets walking tour held last week was well attended. Thank you to Our Streets. It was very organized, and they did a great job.
2. Westchester Putnam School Boards Association
 - a. October 14th, Culturally Responsive-Sustaining Education Framework workshop; Ms. Lucasey will be attending.
 - b. December 9th at noon, Bodi Regan from Columbia University's Center for Conflict Resolution is going to talk about civil discourse

7. Superintendent's Report

- School is closed on Monday, October 11 - Columbus/Indigenous Peoples Day
- COVID Update
 - These numbers are fluid because people opt in and opt out
 - Vaccination Numbers
 - 287 total staff
 - 266 staff members are vaccinated
 - 21 members of the staff not vaccinated
 - Out of the 21, 7 people have not disclosed their status
 - They may be vaccinated or not but are choosing not to disclose their status

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- These 21 people are required to be involved in either the weekly testing on site or to provide the district with proof of testing at a private facility or healthcare. Andrew Klaich collects the data, and everyone has been in compliance, some with a reminder.
- COVID cases so far this year:
 - One high school student
 - One staff member at Springhurst who was already in quarantine and was not exposed to students
 - Two high school students who needed to quarantine because they were in direct contact with the one high school student who tested positive
 - Our numbers have been extraordinarily low
 - We are doing the same things we were doing last year to keep everyone safe
- Surveillance Testing
 - No positive cases from the surveillance testing that was completed a week ago
 - No surveillance testing this week because the county is involved with onboarding a lot of other districts in Westchester
 - We will resume next week and are waiting for a schedule
 - On 9/27, we tested a total of 440 individuals
 - 259 at Springhurst
 - 94 At the middle school
 - 81 at the high school
 - 6 were district office staff
 - We had no positive tests
 - As of tonight, we have:
 - 176 HS
 - 151 MS
 - 369 Springhurst
 - 25 district office
 - For a total of 721 people currently registered for the surveillance testing program
 - We have the highest percentage of people enrolled in Westchester
 - The numbers change daily
- Our High School was named a National Blue Ribbon School of Excellence. On December 1, John Falino and Candace Reim will travel to Orlando, Florida, to receive an award on behalf of the District. They will be speaking about the Dobbs Ferry journey in promoting equity and access in the IB program.
- Field Day was last Friday, and the kids had a great time. It was great to see all the students outside enjoying themselves.
- A communication to parents will be going out tomorrow to inform them about a Tik Tok Challenge that has been posted and hopefully taken down.
 - It includes a monthly list of challenges for kids, asking them to perform various disturbing acts at their schools, e.g., vandalizing bathrooms, assaulting teachers/staff, indecent exposure, etc.
 - Such behavior is a serious violation of our Code of Conduct.
- A draft of the District DEI plan was shared with the Springhurst teachers and will be shared with the Middle School and High School teachers tomorrow
 - We are asking for feedback about what they can do in the short term to create a welcoming and affirming environment and for what concerns they have about the plan or about the DEI work.
 - We will be using a Thought Exchange survey to collect the feedback prior to bringing the plan forward to the Board on November 9.
 - This will be an opportunity for the community to take a look at the plan, and we will continue to collect feedback and responses on November 9.
 - Our board policy requires us to have a district DEI committee
 - We will open it up to any interested parents, students, teachers, and staff. We will probably have about 25 people on that committee.
 - We need to balance our perspectives and need balance between the groups
 - We are hoping to have the application out by the beginning of next week.

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- We continue to work on the K-12 and application with the School and Community Relations Committee for feedback, and we'll send out a K-12 to all parents and community members.
- 75 staff have signed up for the staff book chat. We are reading "Have You Seen Luis Velez"?
 - It is a wonderful story about two strangers. A young man who becomes friends with a 100-year-old blind woman who lives in his building.
 - Book chats with our staff give us a chance to get together and talk about something that's not necessarily school-related and to connect with the staff in a different way.

8. Correspondence

None.

9. Committee Reports

9.01 Committee Reports

Curriculum & Instruction - 9/22

Discussion included:

- Springhurst ELA small group instruction is a real focus this year to help with both the social emotional aspects of coming back after COVID, and it is an effective instructional methodology.
- We are piloting a couple of Math programs for assessment to see if they will work for us.
 - It's a K-8 program, which has always been something we wanted.
 - Teachers from every grade level have volunteered to use different units in their classrooms.
 - To add support, K-6 Math coordinator Josh Rosen will become a K-8 support person.
 - We're going to find someone to take on some of his role at Springhurst where he supports students specifically.
 - Darrell Stinchcomb and Julia Drake are looking into different systems to collect and analyze the data from these pilot programs.
 - The Middle School will focus on the MYP independent project, and we're ramping that up a bit to align with some of the DEI work.
 - Over the summer, the High School worked to align the IB learner profile with the DEI Policy.
- Innovative Classroom Initiative, which had a hiatus last year, is kicking off again with Amber Klebanoff serving an integral role.

School & Community Relations - 9/23

- Some updates are needed in the reopening plan on our website.
- It's time to change some of the photos on our website, but it's challenging to find recent photos of kids without masks.
- We need to update the description of our committees posted under the BOE tab.
- Had a quick discussion about "Challenge Success," a program we're looking into for next year.
- Discussed doing a Thought Exchange survey to kick off the new school year to see what people are thinking. Thought Exchange is a survey tool that is open ended and lets people comment on other people's questions. It's a nice way to gather information. No final decision was made.
- The DEI plan was discussed, and the committee decided to present at the BOE meeting on Nov 9.
- A communication will be sent to the community seeking parents, staff and students to join the newly named DEI committee.
- The DEI section of our website will be updated.
- We talked about the fall e-newsletter, which should be going out in the next couple of weeks.

Special Ed - 9/28

- Gary Silveira, our principal attorney for special education, attended the meeting to explain proposed settlement agreements that will be discussed in Executive Session tonight
- Questions about the current CSE/CPSE recommendations were answered satisfactorily.

Personnel - 9/29

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- The committee reviewed and discussed the personnel recommendations that will appear on tonight's agenda. If the Board has any questions, they may ask them during action item 10.06.

Facilities - 10/4

- Dave Robertin updated the committee on the Capital Projects:
 - The Springhurst Library casework and shelving are installed.
 - The furniture is still not there, hoping for delivery in November. They are hoping that the contractors will give them the library back next week to being shelving the books.
 - Security Vestibule
 - New storefront doors have been installed along with the card access system, intercom and door releases. We are waiting for glass for the door of the security booth and main office.
 - Softball Field
 - Concrete is poured for the dugout and bleacher areas
 - Sod is being installed in the next couple of weeks
 - Completion is on track for the middle to end of October
 - Middle School/High School Auditorium
 - Still waiting for the lighting and the control-board equipment.
 - HVAC is being installed.
 - Still trying for a late October opening.
 - MS/HS HVAC work continues; equipment is being installed as it is received.
 - All equipment will be tested this weekend.
 - Middle School roof is about 75% completed (first phase).
 - Aqueduct path is complete.
 - Other Issues
 - We are still waiting for the Springhurst condensate tank to arrive
 - We were told that the current tank is still working, so even if the new tank doesn't arrive by October 15, the heat will still work.
 - Springhurst Turf Field had to be repaired last week to fix some sagging.
 - Dr. Brady asked Mr. Clamser to investigate our warranty on the field.
 - Dr. Stinchcomb asked if we could paint white lines and the word "stop" on the street near the entrance to Springhurst to remind drivers to stop there.

10. Board Actions

10.01 Superintendent's Resignation for purposes of Retirement

Ms. Bass moved, and Mr. Bufalini seconded, that the Board accept the letter of resignation for purposes of retirement.

Vote: 6 - ayes - 0 nays

- Dr. Brady submitted her letter of resignation for purposes of retirement, effective June 30, 2022.
- The Board expressed various sentiments about Dr. Brady.
 - We've been incredibly lucky to have Dr. Brady in the District.
 - This is her 11th year, which is really quite extraordinary, that kind of longevity doesn't happen very often.
 - A few things that stand out:
 - We've all learned so much from Dr. Brady.
 - How important collaboration and teamwork are to bring out the best in an organization and everyone in it.
 - How not to be afraid of change but to embrace it.
 - We will still have nine months.
 - One of the most impressive things about Dr. Brady is that no matter how challenging something is when it appears at her doorstep, she responds as one human being to another. That's a rare quality.
 - Lisa is very cool under pressure.

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- She reaches across the aisle to the community and has set a standard for always seeking opinions, taking feedback, and using all of that. What comes out is leadership.
- Dr. Brady thanked the board for the kind words and emphasized that she still has nine months to go.
- These are extraordinary times, and there is a lot of work to be done.
- For the past 11 years, she said she has been blessed to work with a very high functioning Board of Education, and with wonderful students, teachers, staff and community. She can see why people want to move here. She is sad to be leaving but is looking forward to the next chapter in her life.

10.02 Ad Hoc Superintendent's Search Committee:

Next step is planning the search for our next superintendent. Our first step in that process is to put together an ad hoc committee to organize and manage the process.

It aligns with our policies and with advice from our legal counsel to issue an RFP (Request for Proposal) as the beginning of the search process.

Ms. Kennedy moved, and Ms. Bass seconded, that the Board establish an ad hoc committee to be known as the Superintendent's Search Committee, comprising the following three board members:

Jean Lucasey
Massimo Bufalini
Penny Sullivan-Nunes,

with Tracy Baron and Shannon Stringer as alternates; and

BE IT FURTHER RESOLVED that said committee shall be charged with overseeing the development of an RFP to be issued to Superintendent Search Consultants and reporting back to the Board of Education at its next special or regular meeting, as well as other search-related activities that may later be assigned by the Board.

Vote: 6 - ayes - 0 nays

10.03 Annual Audit Report

Ms. Lucasey moved, and Ms. Kennedy seconded, that the Board accept the Independent Auditors Report, performed by PFK O'Connor Davies, LLP, for the 2020-21 school year.

Vote: 6 - ayes - 0 nays

10.04 Budget Transfer

Mr. Bufalini moved, and Ms. Bass seconded, that the Board approve the following budget transfers to reconcile payroll budget codes to actual staff assignment:

Account	Decrease	Increase
2250-155-01-8122 Teacher Aide	33,251.00	
2250-160-01-8122 Teacher Aide		33,251.00
2815-160-05-6400 Health Svcs-Sal-NonPub	70,587.00	
2815-404-00-6400 Health Svcs-Nurses		70,587.00
2855-160-03-6100 Athletics-Salary-Cler		45,833.30
2855-403-07-7900 Althetics-Contracts	45,833.30	
2020-150-00-8110 Director of Health, Phys		12,713.00
2110-155-01-8121 Teacher Assistant		23,051.25
2110-160-01-1050 Tch Reg-Aide Salary-K	4,385.32	
2110-160-01-8121 Teacher Assistant	16,995.00	
2110-160-01-8122 Aides/Monitors	5,060.55	
2250-150-02-7200 Spec Ed Salary	95,533.00	

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2250-150-02-7230 Spec Ed-Sal-Resource RM		108,180.00
2250-150-03-7200 Sped Ed Salary	29,897.00	
2820-150-02-6500 Psych Svc-Psych Sal-MS	7,104.00	
2630-160-00-8110 Technology Support		6,356.00
2110-130-02-4208 Tch Reg Social Studies		8,264.00
2110-130-02-4500 Tch Reg Foreign Lang	63,695.00	
2110-130-03-4200 Tch Reg Social Studies	23,338.00	
2250-150-01-7200 Spec Ed-Salary		114,326.00
2020-160-01-8120 Clerical Office Asst	26,882.38	
	422,561.55	422,561.55

Vote: 6 - ayes - 0 nays

Mr. Clamser explained that the Payroll Auditors suggested this be done on a monthly basis.

10.05 CSE/CPSE Recommendations

Ms. Kennedy moved, and Ms. Lucasey seconded, that the Board authorize and direct 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 September 23, 2021, 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 September 23, 2021.

Vote: 6 - ayes - 0 nays

10.06 Personnel

Ms. Lucasey moved, and Mr. Bufalini seconded, that the Board move to approve to the civil service and staff personnel recommendations.

Vote: 6 - ayes - 0 nays

10.07 Policy Revision - First Reading

The Board conducted a first reading of the following policies, which will be on the next Business Board meeting for a second reading:

1530 - Smoking, Vaping & Other Tobacco Use on School Premises
4000- Student Learning Standards & Instructional Guidelines

10.08 NYSSBA Proposed Bylaw Amendments & Resolutions

Ms. Bass motioned, and Ms. Lucasey seconded that the Board cast their votes, as discussed, in support of or against the 2021 NYSSBA proposed bylaw amendments and resolutions and authorized Tracy Baron to cast their Board votes at the meeting and amend the resolutions if required.

The Board was in agreement of all the WPSBA's suggested actions for all items except #17, tuition reimbursement for unilateral private placements.

Vote: 6 - ayes - 0 nays

11. Acknowledgements

10/5/21

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11.01 Warrant

The Board acknowledged the following warrants:

Warrant No. 14 & 17 Multi.

12. Citizens Comments

12.01 Notice

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Comments/Questions:

1. Comments re seeking more information regarding cheek-swab testing, timing of testing during the school day; who determines what constitutes bias in text books, historical information, classroom materials; and name of book titles added to and removed from library
2. Comments re district Pledge of Allegiance policy, need ample time to review DEI Plan for feedback, grade level and age appropriateness should be considered in DEI plan, and community input in selection of new superintendent

13. Old Business

14. New Business

15. Upcoming Meetings

15.01 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

16. Executive Session

16.01 It is anticipated that the Board will act upon the following resolution to convene an Executive Session:

At 8:41 PM, Ms. Kennedy moved, and Ms. Bass seconded, that the Board recesses into Executive Session for the following purposes: *to discuss two special-education Settlement and Release Agreements for students number 1 and 10.*

The Board would not be returning to public session to take any action(s).

Vote: 6 - ayes - 0 nays

Ms. Lucasey moved, and Ms. Kennedy seconded, to appoint Ms. Stringer as Clerk Pro Tem.

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Vote: 6 ayes - 0 nays

At 9:16 PM, Ms. Lucasey moved, and Mr. Bufalini seconded, to move back to the Public Meeting.

Vote: 6 ayes - 0 nays

17. Adjournment

At 9:17 PM, Ms. Bass moved, and Ms. Kennedy seconded, that the Board adjourn the meeting.

Vote: 6 - ayes - 0 nays



Loretta Tularzko
District Clerk