



**Tuesday, February 1, 2022
Business Board Meeting
7:00 PM**

1. Call to Order

2. Opening of the Meeting – 7:02 PM

2.01 Pledge of Allegiance

2.02 Roll Call

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

2.03 Acceptance of the Agenda

Ms. Sullivan-Nunes moved, and Mr. Bufalini seconded, that the Board accept the February 1st Agenda.

Vote: 7 - ayes - 0 nays

2.04 Approval of Minutes

Ms. Lucasey moved, and Mr. Bufalini seconded, that the Board approve the minutes of the December 21, 2021, January 4, 6 and 18, 2022 meetings.

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. Announcements

MINUTES

None.

4.01 Private School Transportation Requests

Parents who are considering sending a child to a private school* next year are advised that transportation requests must be submitted by **Friday, April 1, 2022**, in order to be included in the district's request for transportation next year. Requests for forms should be made to the Transportation Director at 914-295-5544. A written request must be submitted for each child and for each school being considered. The School Board has established a firm policy of not considering requests submitted after the deadline.

(Parents should note that a separate request must be submitted for each school being considered. Requests may be withdrawn if a school is not selected, but **may not be considered if submitted after the deadline).*

4.02 Board Member Terms of Office

Three terms of office of the Dobbs Ferry Board of Education will be expiring on June 30, 2022:

Three seats for three (3) year terms, July 1, 2022-June 30, 2025
Ms. Rita Kennedy, Ms. Jean Lucasey, and Ms. Shannon Stringer

Forms for petitions to run for a seat on the Board of Education will be available in the District Office starting February 14. Petitions to run as a candidate for the School Board next year must be submitted by the close of business on Monday, April 18, 2022. Twenty-five signatures of qualified voters in the district are required.

4.03 Personal Voter Registration

Any community resident not registered with the Westchester County Board of Elections may do so during Personal Registration which will take place on **Monday, May 9, 2022**, between **3:30 PM and 7:30 PM** in the HS Gymnasium Foyer. Voter Qualifications: (1) Must be a citizen of the United States; (2) Must be 18 years of age or older; (3) Must have been a resident of the school district for a period of 30 days or more prior to May 17, 2022.

5. Superintendent's Report

Black History Month and Lunar New Year are being celebrated this month. Resources have been shared with teachers and families. We are continuing our focus from last year of highlighting more contemporary individuals and events in addition to more traditional figures.

- MS and HS Social Justice Clubs are selling ribbons for a fundraiser for the Innocence Project
- HS BIPOC Student Union is selling book marks to fundraise for The Innocence Project
- Students are working on producing videos about contemporary Black Americans in history
- Teachers across the District are highlighting Black History Month and the Lunar New Year in classrooms in a variety of ways. Students in Christine Brennan and Kristin Bashark's K class were making beautiful masks/headpieces for Chinese New Year today.
- Displays of books in the libraries on both campuses
- Flags have been hung on both campuses
- The HS and MS Winter Concerts are being videotaped and will be available for parents on the website. More information to come.
- Springhurst Library is open for business. The project finishes are almost all completed but we have the CO and students have been taking tours of the new library and technology area. Lots of smiles to go around.
- The 5th Annual Rivertowns Schools Diversity Career Fair will be held here at Dobbs Ferry on Thursday, March 3rd from 4 to 7 p.m. An ad will be placed in the NY Times during the third week of February announcing the Career Fair and also listing a sampling of the vacancies across the five districts. There are many openings.
- Surveillance Testing tomorrow (Wednesday, February 2nd) and we will test 30% of the population until the end of February. Also, we will be sending a rapid test kit home with every student and staff

MINUTES

member on Friday, February 18th. We are asking that everyone use the kit (with two tests) to do a rapid test on Sunday afternoon/evening prior to returning to school on Monday, February 28th. This is not mandatory but we ask for cooperation in helping to keep our schools as safe as possible following the Winter Break. Any extra tests are for families to use at their discretion. We receive a weekly shipment of rapid tests via BOCES from New York State.

- All the Districts use pool testing.

Next, Dr. Brady read the following:

STATEMENT FROM COMMISSIONER BETTY A. ROSA

The last two years have tested our resolve in ways that no one could have imagined or predicted. We saw sudden school closures, civil unrest, quarantine orders, and too many experienced the stress of caring for or losing a loved one due to the COVID-19 virus.

Across our state and nation, we continue to face tremendous challenges and disruptions. I know and recognize many of these issues stir strong feelings. While we may not always agree on how to handle these challenges, I remain hopeful we can commit to a return to civility and understanding toward one another.

Amidst the struggles and difficulties of the pandemic, we cannot lose sight of the fact that our children are watching and learning from our behavior. For the sake of generations to come, we must all look inward, reflect on our own actions, and ask ourselves whether we are setting the example we want our children to follow.

How can we do better? We can respect one another. A special effort to listen and understand divergent opinions can go a long way to resolving disagreements. We must acknowledge and take responsibility for how our actions affect others. We can be open to feedback even when we feel strongly about an issue while recognizing and appreciating the contribution of others. Most importantly, we must address incivility head-on and show our children that we will respect and seek to understand each other as a way of supporting our communities and shared values.

President John F. Kennedy said in his inaugural address, “So let us begin anew—remembering on both sides that civility is not a sign of weakness, and sincerity is subject to proof.” These words ring true today. Having seen news reports of parents and students disrespecting school officials who are working tirelessly to support the educational process, I implore you to be mindful of the example you are setting for our children. Remain civil, remain kind, and most importantly, respect each other.

6. Correspondence

6.01 BOE Correspondence

The Board acknowledged the following:

1. Email concerning remote learning during COVID
2. Email concerning recycling and food scrap recycling at the MS/HS
3. Email concerning an electric school bus webinar Thursday Night 1/27

7. Committee Reports

7.01 Committee Reports

School & Community Relations - 1/6

- The committee discussed the best ways to communicate the Superintendent Search Process.
- A Superintendent Search tab has been created under the BOE tab on the website <https://www.dfsd.org/domain/702>

MINUTES

Student Activities & Athletics - 1/16

- After further discussion, the committee recommends that the costs associated with our merged sports teams continue to be the responsibility of the families of students participating
- Spring sports update: The coaching positions of Varsity Girls Lacrosse and JV Baseball are still vacant. The positions have been posted on multiple outlets for the past 9 months. The district is continuing to seek out applicants for these positions

Facilities - 1/24

- The committee was updated on the pest management treatment at Springhurst during the fall.
- The district acknowledges that a reset to the Waste Management" recycling program is needed.
- The committee was informed that the current contract for A&A Maintenance is up for renewal at the end of this school year. The district will be issuing an RFP around March to solicit proposals for a July 2022 start date.
- The committee was updated on the new kindergarten playground. The playground was designed for ages 5-12, that poses some restrictions for the younger students. The committee will meet with the designers and the intent is to have this resolved before September.
- The committee received an update on the meeting that Lisa and Ron had with the Our Street Dobbs Ferry Group. Ron shared that the district is already engaging with CV and the district's architects to address the issues raised and hopes to have an action plan to report back on in the near future.
- The BOE, along with other municipalities, received notification from Metro-North Railroad that there is soil erosion occurring from the embankment along Wicker's Creek which is located on District property. Ron reported that he has been in contact with representatives from Metro-North, as well as the district's architects, to work collaboratively on rectifying the issue.
- The Springhurst Library is open and available for students.

Special Ed - 1/25

- The Committee reviewed the CSE/CPSE recommendations.
- There have been (100) 504 Meetings since the beginning of January.
- Senior Meetings are now being chaired by the Case Managers. The feedback has been very positive by students and parents. Seniors need to be able to advocate for themselves, especially upon graduation.
- There are two settlement agreements on tonight's agenda as discussed previously in Executive Session.

Finance - 1/25

- The committee received the Monthly Financial Report
 - Utilities continue to trend slightly higher
 - BOCES billing is higher than normal but it's related to one-time purchases like technology
- Reviewed tonight's 2022-23 budget presentation

Curriculum & Instruction - 1/26

- The DEI committee is conducting DEI updates at all three schools
- Darrell and Michelle Yang Kaczmarek have been meeting regularly to plan DEI work across the District.
- Darrell and Michelle are sending out professional development opportunities for DEI
- Darrell and Josh met and discussed math professional development opportunities
- Tri States Consortium will visit the District on May 3
- The Schoolzilla assessment database doesn't seem to meet our needs. So we are still looking into other options.
- Springhurst needs support for incoming kindergarten students. Due to the last two years of COVID they are more immature than previous years.
 - Many have not even attended preschool which is unusual in our district.
- A meeting will be held in February with the administrators to discuss two programs for the Math Pilot - Illustrative Math/Invisions Math.

MINUTES

- Springhurst is screening for the elementary assistant principal position.
- Dr. Brady, Dr. Stinchcomb, and Mr. Berry will assist with teacher observations in all three buildings.

Personnel - 1/26

- The Committee reviewed the Personnel recommendations for tonight's meeting.
- Lisa interviewed candidates for the HS Social Worker vacancy which is also on tonight's agenda.
- Lisa and Darrell are working on a required training program for all persons serving on hiring committees in the District.
 - The training will cover information on bias and culturally-relevant interview questions and strategies.
 - They are meeting with the principals and assistant principals next week to begin discussing how resumes are screened.

Tracy Baron pointed out that this meeting was our first hybrid board meeting with Shannon Stringer out of town and thanked Terance Huyter and Kevin Ridley for making it work.

8. Report to the Board

8.01 BOE - COVID Update and Information



Vaccination	Springhurst	Number	Percentage	Middle	Number	Percentage	High	Number	Percentage
Students		63	11%		86	24%		180	40%
Staff		117	95%		61	97%		79	94%
COVID CASES (year totals)	Springhurst Year Total			MS Year Total			HS Year Total		
Students	88			79			84		
Staff	19			12			28		
Quarantine (year totals)	Springhurst			Middle			High		
Students	14			0			14		
Staff	0			0			1		
Surveillance testing	Springhurst	Number	Percentage	Middle	Number	Percentage	High	Number	Percentage
Students		430	61%		162	35%		173	38%
Staff		90	73%		48	47%		30	35%

Dr. Brady gave a monthly update by school of COVID and quarantine cases:

- Vaccination numbers for students are given to us on the honor system.
- We have asked parents twice for their children's' vaccination status.
- Each week we offer surveillance testing program for those signed up. These tests are free. They are provided as a service to school districts by Westchester County, Department of Health from New York State.
- We will continue to host those clinics every Wednesday, as long as the tests and the funding last.
- We are currently operating under a mask mandate in schools through March 2.

8.02 Leadership Profile

Deborah Raizes and Susan Guiney from Hazard Young Attea Associates (HYA) presented the Leadership Profile in connection with the Superintendent Search.

- Leadership Profile Report
- Summary of Comments – Consistent Themes

MINUTES

- Strengths
- Challenges/Issues/Concerns
- Characteristics of the Next Superintendent
- Survey Results
 - District Strengths
 - Draft of Desired Characteristics
- Next Steps

Highlights:

- HYA held focus groups in the District from January 12 to January 24 which were attended by 137 people. It gave them an opportunity to get to know the district. HYA was pleased with the number of attendees.
- Two staff and community forums were held along with one for our Spanish speaking community members.
- Each group was asked the same three questions
 - What do you see as the strengths of the district?
 - What do you see as the issues challenges that the next superintendent will have to face in the first couple of years that that person is here?
 - And what are the characteristics and areas of expertise that you're looking for the next superintendent.
- The full Leadership Profile Report is available on the District website.
 - This Leadership Profile Report is not a scientific sampling. It is simply comments that were heard in the focus groups.
 - The Strengths, Challenges/Issues/Concerns are listed alphabetically, not in order of importance.
- There were a total of 581 respondents to the survey. 430 respondents were parents and 23 students.
- The survey results are not a statistically tabulated instrument but a summary of the comments.
- Next steps, once the Board approves Hazard Young & Attea's recommendations, HYA will recruit candidates across the country.
- First, they will interview those individuals that fit the profile.
- Next, they will present a confidential slate of candidates to the Board.
- The Board will be conducting the interviews and will make a decision to elect the next leader.
- The goal is to have that person in place by July 1 2022.

8.03 Superintendent's Proposed Budget - 2022-2023

Dr. Lisa Brady, Superintendent, and Mr. Ron Clamser, Jr., Assistant Superintendent of Finance, Facilities and Operations, presented the proposed 2022-2023 Budget.

Presentation included:

- Budget Challenges & Unknowns
- Key Financial Assumptions
- Tax Levy Cap Overview
- Preliminary Tax Cap Calculation as of 2/1/22
- Preliminary Revenue Projections as of 2/1/22
- Preliminary Expenditure Projections as of 2/1/22
- Next Steps
- Projected Tax Rate Calculation as of 2/1/22
- Historical Trend
- 2022-23 Budget Preparation Calendar

Highlights:

Dr. Brady explained the following:

- This is a preliminary budget
- There are items we are keeping on our radar that we're not 100% sure about.
- We do not have state aid numbers only the governor's budget.
- State aid projections will not be known until approximately April 1.

MINUTES

- Our kindergarten enrollment projections are still unknown.
 - Most of the kindergarten enrollment takes place in March.
 - Some families have not sent their children back to school yet.
- Will the District have to pay the COVID testing costs next year?
- Our need to respond to social and emotional needs, mental health and wellness of students and staff and academic interventions are real challenges.
- Meeting the social-emotional and mental health and wellness needs of students and staff is a real challenge.
- Providing academic intervention is also a challenge.
- Environmental health and safety, cleaning, PPE, air-quality costs are moving targets.
- Contractual increases for staff are key financial assumptions.
- Costs of employee health insurance and state pension contributions are increasing.
- The budget includes an estimated increase in state aid.

Next, Mr. Clamser explained the following:

- The tax cap was established in 2011 (for 12-13 and after).
- Limits the tax levy growth by the lesser of 2% or CPI (consumer price index), before factoring in any allowable exclusions.
- CPI for next year's tax levy is 4.7%, so it will be limited to the 2% max • The preliminary 2022-23 tax levy cap for DFSD is 2.84%, when factoring in exclusions.
- We met with building principals and district directors in January to get their wish list items for next year.
- Then we add everything to the budget that we want and factor in the revenue side.
- We then remove certain items and determine what stays in the budget and evaluate overhead expenditures to identify any savings.

Questions:

For expenditure projections and revenue projections do we use conservative numbers?

On the revenue side, we are being very conservative. Not so on the expenditure side, because we have added in all budget requests.

The tax levy cap number of 2.84%, is already calculated, and not going to change?

We're waiting for other information that goes into the calculation, so it could change. One of the factors is backing out the state aid and building aid. If the building aid numbers change with the state budget, we will need to revise the tax levy cap number.

The Board thanked Dr. Brady and Mr. Clamser for the presentation.

9. Board Actions

9.01 Dobbs Ferry Schools Foundation Grant

Mr. Bufalini moved, and Ms. Bass seconded, that the Board accept the following grant from the Dobbs Ferry Schools Foundation:

Goat Yoga - Grades 6-8	Professional Development Grant	Julissa Marcano	\$650
Razor Scooters, Helmets, Storage Shed - Grades K-5	Curriculum & Club Grant	Lauralyn O'Halloran	\$500

Vote: 7 - ayes - 0 nays

The Board thanked the Foundation for their continued generous support.

9.02 Anonymous Donation

Mr. Bufalini moved, and Ms. Kennedy seconded, that the Board acknowledge an anonymous donation of 400 N95 Masks for the District.

MINUTES

The Board thanked the donor for the donation.

Vote: 7 - ayes - 0 nays

Ms. Sullivan-Nunes moved, and Ms. Lucasey seconded, that the Board approve the items 9.03, 9.04, 9.05, 9.06, 9.07, 9.08, 9.09 and 9.10 as a Consent Agenda.

Vote: 7 - ayes - 0 nays

Ms. Kennedy moved, and Mr. Bufalini seconded, that the Board approve items 9.03, 9.04, 9.05, 9.06, 9.07, 9.08, 9.09 and 9.10.

9.03 Change Order

The Board approved the following change order:

Project #	Change Order #	Contractor	Amount	Description
660403-03-0001019	EC-MHS-4-09	Naber Electric Corp	\$3,516.39	To install electrical circuits and power for speaker rack in auditorium

9.04 Budget Transfer

The Board approved the following budget transfer to cover a special education tuition:

Account	Decrease	Increase
A 2250-470-02-0000 Spec Ed-Tuition 6-8	\$62,000	
A 2250-470-01-0000 Spec Ed-Tuition K-5		\$62,000

9.05 Settlement of a Tax Certiorari Proceeding

The Board authorized its attorneys, Shaw, Perelson, May & Lambert, LLP to execute a Consent Judgment in a tax certiorari proceeding captioned Bruno Maida & Angela Maida v. Town of Greenburgh and Dobbs Ferry Union Free School District;

AND IT IS FURTHER RESOLVED, that the Board authorized the refund of taxes as required by the terms of the Consent Judgment.

9.06 Settlement of a Tax Certiorari Proceeding

The Board authorized its attorneys, Shaw, Perelson, May & Lambert, LLP to execute a Consent Judgment in a tax certiorari proceeding captioned 2 Ashford Realty - LLC v. Town of Greenburgh and Dobbs Ferry Union Free School District;

AND IT IS FURTHER RESOLVED, that the Board authorized the refund of taxes as required by the terms of the Consent Judgment.

9.07 Settlement of a Tax Certiorari Proceeding

Mr. Bufalini moved, and Ms. Kennedy seconded, that the Board authorized its attorneys, Shaw, Pere/son, May & Lambert, LLP to execute a Consent Judgment in a tax certiorari proceeding captioned Luigi DePaola v. Town of Greenburgh and Dobbs Ferry Union Free School District;

AND IT IS FURTHER RESOLVED, that the Board authorized the refund of taxes as required by the terms of the Consent Judgment.

MINUTES

9.08 Settlement Agreement

The Board approved the Settlement and Release Agreement in regard to Student No. 10; and

BE IT FURTHER RESOLVED, that the Board of Education authorized the Superintendent of Schools to execute such Settlement and Release Agreement on behalf of the District."

Vote: 7 - ayes - 0 nays

9.09 Settlement Agreement

The Board approved the Settlement and Release Agreement in regard to Student No. 6; and

BE IT FURTHER RESOLVED, that the Board of Education authorized the Superintendent of Schools to execute such Settlement and Release Agreement on behalf of the District."

Vote: 7 - ayes - 0 nays

9.10 CSE/CPSE Recommendations

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 report dated January 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 authorizes and directs the administration to immediately arrange for the special programs and services as set forth in said report dated January 21, 2022.

9.11 Personnel

Ms. Kennedy moved, and Ms. Bass seconded, that the Board approve the civil service and staff personnel recommendations.

Vote: 7 - ayes - 0 nays

9.12 Policy Revision - Second Reading

The Board conducted a second reading and Ms. Bass moved, and Ms. Lucasey seconded that the Board adopt the following policies:

- 0101 - Gender Neutral Single-Occupancy Bathrooms
- 0115 - Student Harassment & Bullying Prevention & Intervention
- 8505 - "Charging" School Meals and Prohibition Against Shaming

Vote: 7 - ayes - 0 nays

10. Acknowledgements

10.01 Treasurer's Report

The Board acknowledged receipt of the Treasurer's Reports for November, 2021.

10.02 Warrant

The Board acknowledged the following warrants:
Warrant No. 36 and 38 Multi.

MINUTES

11. Citizens Comments

11.01 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 district business. 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.

12. Old Business

None.

13. New Business

13.01 SWBOCES Board Vacancy

The Board received two letters regarding two SWBOCES board vacancies asking for Board members to consider running for one of the vacancies.

14. Upcoming Meetings

14.01 Calendar

Tuesday, February 15, 2022 - 7:00 PM – Business Meeting

Executive Session

1. Tenure and Probationary Candidates Review
2. Meeting with Superintendent Search Consultants.

Tuesday, March 8, 2022 - 7:00 PM - MS/HS Library

- Budget Presentations

The Board will make a decision closer to 2/15 whether the meeting will be in-person or virtual.

15. Adjournment

At 8:40 PM, Ms. Bass moved, and Ms. Kennedy seconded, that the Board adjourn the meeting.

Vote: 7 - ayes - 0 nays



Loretta Tularzko
District Clerk