

MINUTES



**Saturday, March 11, 2017
Special Business Board Meeting
MS/HS Commons, 9:00 AM**

1. Call to Order

2. Meeting Opening - 9:12 a.m.

Ms. Tracy Baron, President; Ms. Jean Lucasey, Vice President; Mr. Robert Reiser; Mr. Jonathan Greengrass; Mr. Louis Schwartz; Ms. Shannon Johnson; Ms. Rita Kennedy; 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.

2.01 Pledge of Allegiance

2.02 Acceptance of the Agenda

Mr. Reiser moved, and Ms. Johnson seconded, that the Board accept the March 11th Agenda.

Vote: 7 ayes - 0 nays

3. Announcements

3.01 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 **Saturday, April 1, 2017** 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 Requests may be withdrawn if a school is not selected, but **may not be considered if submitted after the deadline).*

3.02 Board Member Terms of Office

Two terms of office of the Dobbs Ferry Board of Education will be expiring on June 30, 2017:

- *Ms. Tracy Baron and Mr. Robert Reiser*

*Forms for petitions to run for a seat on the Board of Education are available in the District Office. Petitions to run as a candidate for the School Board next year must be submitted by the close of business on **Monday, April 17, 2017**. Twenty-five signatures of qualified voters in the district are required.*

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3.03 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 8, 2017** 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 16, 2017.*

4. Citizen's Comments

4.01 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.

5. Proposed 2017-2018 Budget Presentations

Please view the entire meeting on TV DFTV - Channel 75 & 47 for full details or visit the website for the video of the presentations. Business Board meetings are also live-streamed during the meeting.

5.01 Technology Proposed Budget

Mr. Terance Huyter, Director of Technology, presented the proposed 2017-2018 Technology budget.

- Proposed Budget
- Support Stats & Facts
- District Technology Statistics
 - Chromebooks are available to students in grades 4 -12
 - 224 active Google classrooms

Questions/Comments

- Mr. Huyter thanked Diane Newell, Raymond Rivera, Liz Hausman and Kevin Ridley and Ms. Fassler-Wallach for their support
- The Board remarked how technology and the collaboration it fosters is as important as reading and writing in today's world
- The District will hold a program sometime in the spring for the Board and community about instructional technology in the classrooms
- Dr. Brady will share the Tri-States feedback on our technology integration
- Our bandwidth is always monitored; infrastructure is upgraded as needed

5.02 Special Education Proposed Budget

Ms. Erin Vredenburg, Director of Special Education, presented the proposed 2017-2018 Special Education budget.

- Driving Forces in a Special Education Budget
- Special Education Totals
- Out of District Placements
- Number of Special Education Students (In and Out of District) compared to Total Enrollment
- All Students by Disability
- 504 Accommodation Plans
- Special Education Proposed Budget
- Psychological Services Proposed Budget

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Questions/Comments

- Thank you to the administrative team and Ms. Fassler-Wallach for making this day possible

5.03 Springhurst Proposed Budget

Ms. Julia Drake, Springhurst Principal, presented the proposed 2017-2018 Springhurst budget.

- Enrollment by Grade Level/Class Size
- Budget Priorities
- School Budget – Non personnel
- Enrichment/Cultural Arts
- Extra-Curricular Activities

Questions/Comments

- Thank you to the administrative team and Ms. Fassler-Wallach for today's presentations
- Ms. Drake explained the Extra-curricular stipend for the clubs and trips

5.04 Middle School Proposed Budget

Mr. Patrick Mussolini, Middle School Principal, presented the proposed 2017-2018 Middle School budget.

- Enrollment by Grade Level
- Average Class Size
- Budget Priorities
- School Budget – Non personnel
- Cultural Arts
- Co-Curricular Activities
- Guidance Budget

Questions/Comments

- Mr. Mussolini thanked his colleagues and Ms. Fassler-Wallach for creating the presentations
- School tours for possible parents are increasing
- We are fully authorized by MYP
- Testing costs are now covered in the BOCES budget
- MYP costs are in the instructional budget

5.05 High School Proposed Budget

Mr. John Falino, High School Principal, presented the proposed 2017-2018 Middle School budget.

- High School Enrollment
- Average Class Size
- School Budget Priorities
- School Budget – Non Personnel
- Cultural Arts
- Co-Curricular Activities
- HS/MS Guidance Proposed Budget

Questions/Comments

- Mr. Falino thanked Ms. Fassler-Wallach for her assistance in creating the budget and he also thanked the Board
- Guidance Counselors can attend professional conferences if requested
- Over 90% of our teachers are trained in IB curriculum
 - IB curriculum changes every 7 years
- 25% of students obtain the IB Diploma
- IB has SL (standard) and HL (higher) level courses

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5.06 Athletics Proposed Budget

Mr. Andrew Klaich, Athletic Director, presented the proposed 2017-2018 Athletics budget.

- Number of teams
- Number of participants
- Participation as a % of School Enrollment
- Budget Information
- Future Athletic Department Initiatives
- Stipends by Team
 - Fall
 - Winter
 - Spring
- Health Services Budget

Questions/Comments

- We have two new beautiful turf fields and tennis courts used by our students and community
- 60% of our students participate in a sport
- We do a great job in promoting our sports events
- Proper sportsmanship conduct
 - Working with teams, coaches, captains
 - Expectations and consistencies are included in the Athletic Code of Conduct that is on our website under the Athletic Department

5.07 Break

5.09 Operations & Maintenance Proposed Budget

Ms. Sylvia Fassler-Wallach, Assistant Superintendent of Finance, Facilities and Operations, presented the Operations & Maintenance proposed 2017-2018 budget.

- Proposed Operations Budget
- Energy Performance Contract Savings
- Proposed Maintenance Budget
- Proposed Operations & Maintenance Budgets
- Service Agreements
- Equipment & Vehicle Replacement

Questions/Comments

- The Board thanked Ms. Fassler-Wallach and her staff for all the work that is done on creating all the presentations

5.10 Curriculum & Professional Development Proposed Budget

Mr. Douglas Berry, Assistant Superintendent of Curriculum and Instruction, presented the proposed 2017-2018 Curriculum and Professional Development budget.

- Curriculum & Staff Development Budgets
- Staff Development Federal Funds Budget

Questions/Comments

- Thank you to Ms. Fassler-Wallach and her staff for all the work that is done on creating all the presentations
- Mr. Berry explained the Title I, II and IIIA grants
 - Middle School is designated our Title I school, however, all three schools profit from the grant dollars
 - Funds run from September to August
 - Districts are notified of their allocation amounts and then applications are submitted in August of each year

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5.11 Personnel Proposed Budget

Ms. Sylvia Fassler-Wallach, Assistant Superintendent of Finance, Facilities and Operations, presented the proposed 2016-2017 Personnel budget.

- Personnel Budget Challenges
- District Enrollment
- Springhurst Enrollment by Grade Level/Class Size
- Middle School Average Class Size
- High School Average Class Size
- Projected Staffing by FTE
- Composition of Salaries by Unit
- Business Office Staff
- Other Exempt Employees
- Facilities Staff-Projected 2016-2017 FTEs
- Cost of Salaries and Benefits
- Positions Currently Supported by Federal Grant Funds
- Salaries and Benefits percentage of the budget
- Historical Personnel Costs as a % of the Total Budget
- Positions Currently Supported by Federal Grant Funds
- Historical Personnel Costs – Salaries & Benefits
- Changes Since 2/7/17 Presentation
- Summary of 2017/2018 Proposed Expenditures
- 2017-2018 Tax Levy Cap Calculation
- Proposed 017-2018 Budget
- Changes Over the Years
- 2017-2018 Budget Preparation Calendar

Questions/Comments

- Thank you to all my staff, the administration and the Board.
- Increasing high needs population; two outstanding contracts and health care costs are some of our challenges
- Ms. Fassler-Wallach explained TRS and ERS - teachers retirement and employee retirement system, respectively
- Ms. Fassler-Wallach knows where every dollar is in the budget and she is an expert in fiscal management
- We are expanding our educational offerings without expanding our budget
- Excellent fiscal management

5.08 Transportation Proposed Budget

Mr. Joe Urbanowicz, Transportation Director, presented the proposed 2017-2018 Transportation budget.

- Number of Students Transported
- Transportation Budget

Questions/Comments

- Not much of a change from last year
- One special needs student being transported out of district could add up to \$75,000 to the budget
- Snow day decision process
 - Mr. Urbanowicz monitors the weather service
 - Checks with Superintendents and maintenance in the surrounding areas
 - Dr. Brady checks with the Dobbs Ferry Village and Police Department
 - The bus drivers and/or teachers need to be able to get to work
 - It is a collaboration of the best information at hand

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5.12 Central Administration Proposed Budget

Ms. Sylvia Fassler-Wallach, Assistant Superintendent of Finance, Facilities and Operations, presented the proposed 2016-2017 Central Administration budget.

- Administrative Budgets
- Undistributed Items
- Employee Benefits
- Debt Service
- Interfund Transfers

Questions/Comments

- Dr. Brady and the Board thanked Ms. Fassler-Wallach and her entire staff for all their work in preparing the budget.

5.13 District's Use of BOCES Services (Information Only)

5.14 2017-2018 Line Item Budget (Information Only)

6. Correspondence

6.01 Correspondence

The Board acknowledged the following:

- an eMail from a student regarding HS Democrats of Dobbs Ferry
- Letter from P. Feiner regarding a possible Greenburgh Municipal food scrap drop off with on-site composting
- Letter from P. Feiner regarding participating in a Community Forum to encourage residents to get involved in Civic activities

7. Committees

7.01 Committee Reports

Student Athletics and Activities - 2/15

- "Code of Ethics" has been changed to "Athletic Code of Conduct"
 - Low student numbers expected for Boys and Girls JV Lacrosse and Golf
- The 7th grade trip to Philadelphia is cancelled and is being replaced with a trip to the Hall of Science in Queens.
- Merger teams for 2017-2018:
 - Boys Swim with Ardsley
 - Boys Wrestling Ardsley
 - Girls swimming will swim independently with the Ardsley team
- Follow Up Discussion on Spain Trip
- Follow Up on Naming of Facilities Discussion
 - Is it necessary to establish a policy? The Policy Committee will discuss and make a recommendation.

Curriculum & Instruction - 2/16

- New High School Course
 - John Falino, High School Principal presented plans for a new High School; Course being added to the course catalog for next year - Modern Music and Culture: From Rock and Roll to Hip Hop.
- Tri-State Visit
 - Scheduled for March 1-3
 - Essential Questions for the Visit:

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- To what extent has the integration of technology been successful in supporting the development of Wagner's 21st Century skills in pursuit of the district mission of "Independent Thinkers Prepared to Change the World"?
 - Critical Thinking
 - Communication
 - Adaptability
 - Initiative
 - Creativity and Imagination
 - Collaboration
 - Analysis
- To what extent has the integration of technology helped the district to further reach its goal of enhancing teaching and learning in order to maximize the potential of all students?
- The committee reviewed the evidence and artifacts collected for the team to review
- BOE members (Tracy, Shannon, Rita) will be interviewed as part of the process

Facilities/Finance - 2/16

- The committee discussed the bids received for the Springhurst Elementary School roof and the Dobbs Ferry High School asbestos abatement. The committee's recommendation will be to award the contracts for the base bid at Springhurst and the base bid and alternate two at the Middle/High School.
- Sylvia presented the budget remaining for the capital projects and the possible proposition to establish and spend a new reserve for capital projects.
- The committee discussed doing some of the abatement work this summer and some next. The BOE members on the committee prefer doing it all this summer. The committee decided to discuss the bids and budget with the entire BOE at its meeting on February 28, 2017.
- The committee also discussed concerns regarding the abatement projects and the Village Recreation Camp's use of the facilities during the summer.

8. Board Actions

7.01 Donation

Mr. Reiser moved, and Ms. Johnson seconded, that the Board accept a donation of a Yamaha Upright Piano from Fiorenza and Yoron Cohen.

Vote: 7 ayes - 0 nays

8.02 SPRING Community Partners, Inc. Donation

Mr. Schwartz moved, and Mr. Lucasey seconded, that the Board accept \$7,500 from the SPRING Community Partners, Inc. for the early literacy program.

The Board thanked SPRING for their support.

Vote: 7 ayes - 0 nays

8.03 Voter Proposition

Mr. Greengrass moved, and Mr. Reiser seconded, that the Board approve the following:

BE IT RESOLVED that the following proposition be placed on the ballot at the Annual Meeting of the voters of the Dobbs Ferry Union Free School District, to be conducted on the 16th day of May, 2017:

Shall the Dobbs Ferry Union Free School District establish a capital reserve fund pursuant to the provisions of Section 3651(1) of the New York State Education Law, to be known as the "District-wide Capital Improvements Reserve Fund", which shall be for the purpose of paying the costs of capital improvements to District buildings and facilities, including planning costs and site work; the maximum amount of such fund

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shall be \$2,500,000 (plus earnings thereon), to be funded from the unexpended unassigned fund balance in the District's general fund and/or legally available funds available to the District, to said "District-wide Capital Improvements Reserve Fund" over a period of 10 years?

AND BE IT FURTHER RESOLVED that the District Clerk is authorized and directed to cause this proposition to be published in the legal notices in the designated newspapers.

Vote: 7 ayes - 0 nays

8.04 Settlement of a Tax Certiorari Proceeding

Mr. Schwartz moved, and Mr. Greengrass seconded, that the Board authorize its attorneys, Shaw, Perelson, May & Lambert, LLP to execute a Consent Judgment in a tax certiorari proceeding captioned Dobbs Ferry Apt. Court, Inc. v. Town of Greenburgh and Dobbs Ferry UFSD;

AND IT IS FURTHER RESOLVED, that the Board authorize the refund of taxes as required by the terms of the Consent Judgment totaling a refund of \$294,193.30.

Vote: 7 ayes - 0 nays

8.05 Settlement of a Tax Certiorari Proceeding – Agron Matoshi.

Mr. Reiser moved, and Mr. Greengrass seconded, that the Board table the resolution, as noted below, until the next meeting. Ms. Fassler-Wallach will contact our attorney for clarification on the wording of the following: Agron Matoshi v. Town of Greenburgh

Vote: 7 ayes - 0 nays

BE IT RESOLVED, that the Board of Education of the Dobbs Ferry Union Free School District, hereby authorize its attorneys, Shaw, Perelson, May & Lambert, LLP to execute a Consent Judgment in a tax certiorari proceeding captioned Agron Matoshi v. Town of Greenburgh;

AND IT IS FURTHER RESOLVED, that the Board authorize the refund of taxes as required by the terms of the Consent Judgment totaling a refund of \$9,495.45.

8.06 Springhurst 2016 Capital Projects Award

Mr. Greengrass moved, and Ms. Johnson seconded, that the Board award the following contract and authorize the Board President and Superintendent to sign them. Please note that ten bids were received.

Bid Number	Contract Number	Trade	Contractor	Dollar Amount
1617-09	1	GC	WB Contracting Corp.	\$388,000

Vote: 7 ayes - 0 nays

8.07 MS/HS 2016 Capital Projects Contract Award

Mr. Schwartz moved, and Ms. Kennedy seconded, that the Board award the following contract and authorize the Board President and Superintendent to sign them. Please note that five bids were received.

Bid Number	Contract Number	Trade	Contractor	Dollar Amount

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1617-08	1 - Base Bid	GC	ETS Contracting, Inc.	\$678,000
1617-08	1 - Alternate	GC	ETS Contracting, Inc.	\$ 9,900

Vote: 7 ayes - 0 nays

8.08 2017-2018 Budget & Trustee Vote Vendors

Ms. Lucasey moved, and Mr. Greengrass seconded, that the Board approve the following authorized vendors in connection with the 2017-2018 Budget & Trustee Vote:

Westchester Board of Elections

- Four voting machines; three 3 privacy booths
- Poll Books
- Poll Lists - Active and Permanently Disabled

Ron's Trucking

- Delivery and return of voting machines and privacy booths

Phoenix Graphics

- Ballot Printing and shipping

Alperson Party Rentals

- 12 Stanchions & 8 ropes

Vote: 7 ayes - 0 nays

8.09 Personnel

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

Vote: 7 - ayes - 0 nays

8.10 2017 Executive Budget and Foundation Aid Resolution

Mr. Reiser moved, and Ms. Johnson seconded, that the Board adopt the following resolution:

WHEREAS, the Board of Regents and State Education Associations called for an increase of over \$2 billion in state funding for public education, the Executive Budget includes a \$1 billion increase; and

WHEREAS, State Education Associations called for a three year phase-in of the \$4.3 billion outstanding in Foundation Aid, equating to approximately \$1.2 billion for 2017-18, the Executive Budget proposes only \$378 million in Foundation Aid (plus \$50 million for Community Schools); and

WHEREAS, The Executive Budget ignores its obligation to fully fund the 2007 Foundation Aid phase-in dollars and instead sets its 2017-18 level as the new Foundation Aid base, thereby defaulting on the State's responsibility to comply with Court ordered state funding levels to provide students the opportunity for a sound basic education under the NYS Constitution; and..."; and

WHEREAS, the Foundation Aid formula is based on 2000 census data and outdated enrollment, poverty, ELL, special education costs, and related data, rather than actual year-to-year changes; and

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WHEREAS, the State measures poverty based on the Federal income threshold rather than poverty measures that incorporate salary, expenditures, and regional cost differences; and

WHEREAS Westchester and Putnam Counties are included in the Hudson Valley Regional Cost Index rather than the Nassau-Suffolk-NYC Regional Cost Index, and SED uses a county by county regional cost index for building aid, the Hudson Valley Regional Cost does not reflect our true regional costs, and

WHEREAS, the Dobbs Ferry Union Free School District is underfunded by \$ \$1,699,951 for this year alone as per the current fully funded Foundation Aid formula.

WHEREAS for the third year in a row, the New York State Tax Levy Cap will be under 2%, a pattern which is unsustainable, particularly for school districts that rely heavily on tax levy funding; and

WHEREAS the Governor and State Legislature continue to support the tax levy limit, the current equation is not sustainable. Onerous mandates must be addressed, and levy limit formula adjustments approved, including: incorporating enrollment, poverty, ELL student changes; 0% levy floor and minimum 2% cap; account for PILOTS or large *tax certiorari*; allowing Boards of Education to override with a 60% vote, followed by a majority vote by the community.

NOW THEREFORE BE IT RESOLVED that the Board of Education of the Dobbs Ferry Union Free School District calls upon the New York State Assembly and New York State Senate to OPPOSE the adoption of any budget that does not include an increase in foundation aid in accordance with phased-in payments of Foundation Aid dollars due under the formula with a save-harmless provision.

RESOLVED that the Board of Education of the Dobbs Ferry Union Free School District calls upon the Governor, NYS Assembly and NYS Senate to actively support the use of regularly updated district data, more appropriate student need weightings and poverty measures in Foundation Aid formula; and

RESOLVED that the Board of Education of the Dobbs Ferry Union Free School District calls upon the Governor, NYS Assembly and NYS Senate to support a valid regional cost index by including our counties in the Nassau-Suffolk-NYC Regional Cost Index; or ideally, by applying the SED county-by-county cost index to all school aid formulas; and

RESOLVED that the Board of Education of the Dobbs Ferry Union Free School District calls upon the Governor, NYS Assembly and NYS Senate to support key adjustments to mandates and the tax levy limit; and

FURTHER BE IT RESOLVED that the Board of Education of the Dobbs Ferry Union Free School District calls upon the Governor, NYS Assembly and NYS Senate to OPPOSE the adoption of any State budget that does not fulfill the State's obligation to appropriately fund public education and meet the needs of our student, and to do so with transparency and evidence-based measures.

Tracy Baron, Board President, March 11, 2017

The Board of Education directs the District Clerk to send a copy of this resolution to the following people:

- Thomas Abinati, State Assembly Member (for school district)
- Andrea Stewart-Cousins, State Senator (for school district)
- Andrew Cuomo, the Governor of the State of New York
- Carl Heastie, the Speaker of the New York State Assembly
- John Flanagan, the Majority Leader of the New York State Senate
- Catherine Nolan, Assemblywoman, Chair, Committee on Education
- Lisa Davis, Executive Director, Westchester Putnam School Boards Association

Vote: 7 ayes - 0 nays

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9. Citizen's Comments

9.01 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.

10. Acknowledgements

10.01 Treasurer's Report

The Board acknowledged receipt of the Treasurer's Report for January, 2017.

10.02 Warrants

The Board acknowledged receipt of the following warrants:
Warrant No. 35, 37, 39 and 40 Multi.

11. Upcoming Meetings

11.01 Calendar

Tuesday, March 21, 2017 – 7:00 PM – Commons

- Counseling Services Report

Tuesday, April 4, 2017 – 7:00 PM – MS/HS Library

- Revenue Forecast
- Proposed 2017-2018 Budget Review

Tuesday, April 18, 2017 - 7:00 PM - MS/HS Library

- Finalization of 2017-2018 Budget
- Budget Adoption

Tuesday, April 25, 2017 – 8:00 AM – Board Room

- SWBOCES Vote

12. Adjournment

At 12:51 PM, Ms. Lucasey moved, and Ms. Johnson seconded, to adjourn the meeting.

Vote: 7 ayes - 0 nays

13. Approved Minutes

13.01 Approved Minutes - January 3 and 17, 2017 meetings.



District Clerk

3/11/17