

# MINUTES



**Thursday, February 4, 2016  
Business Board Meeting  
MS/HS Library, 7:00 PM**

## **1. Call to Order**

## **2. Meeting Opening - 7:01 p.m.**

Mr. Michael Goldman called the meeting to order.

In attendance, Mr. Michael Goldman, Board President; Mr. Louis Schwartz, Vice President; Ms. Tracy Baron; Mr. Robert Reiser; Mr. Jonathan Greengrass; Ms. Jean Lucasey; Ms. Shannon Johnson; 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 February 4th Agenda.

Vote: 7 ayes - 0 nays

### **2.03 Approval of Minutes**

Ms. Lucasey moved, and Ms. Baron seconded, that the Board approve the minutes of the December 3, 2015 meeting.

Vote: 4 ayes - 0 nays – 3 abstentions – Mr. Louis Schwartz - Mr. Robert Reiser - Mr. Jonathan Greengrass

Mr. Reiser moved, and Mr. Greengrass seconded, that the Board approve the minutes of the January 7, 2016 meeting.

Vote: 6 ayes - 0 nays – 1 abstention – Mr. Goldman

Mr. Reiser moved, and Ms. Lucasey seconded, that the Board approve the minutes of the January 21, 2016 meeting.

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 Friday, April 1, 2016, in order to be included in the district's request for transportation next year. Requests for forms should be made to 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.*

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*\*(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 Requests may be withdrawn if a school is not selected, but **may not** be considered if submitted after the deadline).*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

Three terms of office of the Dobbs Ferry Board of Education will be expiring on June 30, 2016:

- Mr. Michael Goldman, Mr. Louis Schwartz and Ms. Jean Lucasey

Forms for petitions to run for a seat on the Board of Education will be available in the District Office beginning **Monday, February 22, 2016**. Petitions to run as a candidate for the School Board next year must be submitted by the close of business on **Monday, April 18, 2016**. Twenty-five signatures of qualified voters in the district are required.

Mr. Goldman announced that he will not be seeking re-election.

## 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 9, 2016 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, 2016.

## 4. Superintendent's Report

- Thank you to Dave Robertin, Director of Facilities, and the maintenance team for taking care of a resident's request to remove a tree limb on the Aqueduct.
- Last Friday's Math night was well attended. Thank you to Josh Rosen and the Springhurst teachers for planning the event and the PTSA for helping out and supplying pizza and water.
- On February 26<sup>th</sup> at 7:00 PM, the Dobbs Ferry Youth Services Council will host another Open Gym in the HS Gym.
- Schools will be closed for winter recess from February 15 through the 19. School will open on February 22.
- Dr. Brady congratulated Ms. Baron and Ms. Lucasey for their achieving the New York State School Board Association's Achievement Award – Level 1 - 150 and 75 points respectively.
- Mr. Goldman, Dr. Brady, Mr. Berry and Ms. Fassler-Wallach met with Mayor Connett and other Village administrators to discuss what impact the possible new development will have on the School District
  - At this point in time, with no specific information, the District is unable to predict what the impact would be on the District

## 5.01 BOE Committees

Curriculum  
SE Subcommittee  
Finance  
Personnel

- Curriculum Committee
  - The committee was joined by Katia Marques and Jen Hickey who presented a Unit Plan that is fully aligned to the requirements of MYP
  - The committee discussed the differences in the student learning experience supported by MYP unit design
  - Included in the discussion was an example of performance based assessment that was embedded in the unit
  - Major shift is seen in the approach to the content
  - Shift away from learning being "fact based" to focusing on students making connections (application), understanding causality, recognizing interactions
  - Inquiry questions focus the learning (factual, conceptual, debatable)

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- Learning process is dynamic - multiple modalities (video, pictures, primary sources)
- The learning is differentiated to allow all student access
- Units include a focus on ATL (Approaches to Learning) - lifelong learning skills that transcend a topic or content area (ie. organization skills, collaboration, self-management)
- Katia And Jen will present at a future BOE mtg
- Mr. Berry explained that MYP will be a transitional and gradual change.
  - It will not begin on a specific date
  - Our application came back approved on 2/1
  - We should submit for authorization around 4/2
  - We will have a visitation somewhere in the middle of October
- School Data Presentations
  - The building principals will present the 14-15 assessment data
  - Focus will be on observations based on looking at the data
  - What does the data tell us?
  - What can't we tell?
  - What are we doing in response?
- Special Education Subcommittee – Overview
  - Reviewed the CSE recommendations
  - Reviewed the Linda Schluter recommendations
  - Feedback was positive overall
  - Parents may not have felt comfortable giving comments in public for confidentiality reasons
  - Sometime in April Erin Vredenburgh will present to the Board how we're going to move forward as a district based on the recommendations
- Finance Committee
  - The Committee reviewed the 2016-2017 Proposed Budget including program goals, financial assumptions, tax levy cap calculation, local challenges, sources of revenue, expenditures, taxable assessments over time, projected tax calculation and budget statistics for 2016-2017.
  - Sylvia also shared the Public Report of the NYS School District Audit and this was also shared with the full BOE.
  - Harold Coles and Steve Tibbetts from BOCES will be joining us at our BOE meeting on April 14th to share information about BOCES and for the BOE to ask questions and share concerns.
- Personnel Committee - Overview
  - Reviewed items for tonight's agenda
  - Received an update on the DFUT negotiations

### 6. Correspondence

None.

### 7. Citizen's Comments

#### 7.01 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.

### 8. Reports to the Board

#### 8.01 Superintendent's Proposed 2016-17 Budget

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

- Budget Terms
- Budget Factors and Timeline
- Program Goals in the 2016-2017 Budget
- Financial Assumptions in the 2016-2017 Budget
- Tax Levy Cap
- Tax Levy Cap Calculation
- Additional Government Impact
- Local Challenges
- How did we get here?
- Sources of Revenue
- Expenditures
- Other Expenditures
- Salary and Benefits Represent 79% of the Budget
- Taxable Assessments
- Projected Tax Calculation
- Changes Over the Years
- Proposed 2016-2017 Budget Statistics
- 2016-2017 Budget Preparation Calendar
- Budget Presentations – Saturday, March 5, 2016

### Discussion/Comments

- Budget is comprised of 79% of fixed contractual/benefit costs
  - This can only be lowered by layoffs and program cuts
- It is remarkable how the District stays within the cap each year
- Can we lower the Tax Increase to zero?

## 9. Board Actions

### 9.01 Donation

Mr. Greengrass moved, and Ms. Johnson seconded, that the Board accept a donation in the amount of \$1,000.00, \$500 from a parent and \$500 matching funds from the parent's employer, to purchase books for the 3rd and 5th grade classes at Springhurst.

Revenue Account to Increase	Expenditure Account to Increase
A2705	A2110.481.01.1000
Gifts and Donations	Tch Reg - Soft Covered Books - Spr

Vote: 7 - ayes - 0 nays

### 9.02 Donation

Mr. Greengrass moved, and Ms. Baron seconded, that the Board accept a donation in the amount of \$500 from Exxon Mobil Educational Alliance Program.

Revenue Account to Increase	Expenditure Account to Increase
A2705	A2110.450.02.4400
Gifts and Donations	Tch Reg - Supplies - Science

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Vote: 7 - ayes - 0 nays

## 9.03 Partial Tax Exemption For Qualified Persons Aged 65 or Older and For Qualified Persons With Disabilities and Limited Income

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

**RESOLVED**, that real property owned by one or more persons, each of whom is 65 years of age or over, or who qualify as persons with disabilities and limited income as defined by Section 459-c of the Real Property Tax Law, shall be exempt from taxation by the Board of Education of the Dobbs Ferry UFSD of the town of Greenburgh in Westchester County, State of New York, to the extent of 50% of the assessed valuation thereof, subject to the provisions and limitation contained in Sections 467 and 459 of the Real Property Tax Law of the State of New York; provided however, that the property is vested in either the husband or the wife, the combined income of the husband and wife for the income tax year immediately preceding the date of making the application for exemption is \$37,399.99 or less. This exemption would be in effect from July 1, 2016 through June 30, 2017.

<u>Annual Income</u>	<u>Percentage of Assessed Value Exempt from Taxation</u>
Up to and including \$29,000.00	50%
\$29,000.01 to \$29,999.99	45%
\$30,000.00 to \$30,999.99	40%
\$31,000.00 to \$31,999.99	35%
\$32,000.00 to \$32,899.99	30%
\$32,900.00 to \$33,799.99	25%
\$33,800.00 to \$34,699.99	20%
\$34,700.00 to \$35,599.99	15%
\$35,600.00 to \$36,499.99	10%
\$36,500.00 to \$37,399.99	5%
\$37,400.00 or more	Not Eligible

Vote: 7 - ayes - 0 nays

## 9.04 Budget Transfer - Maintenance & Technology

Ms. Baron moved, and Ms. Lucasey seconded, that the Board approve the following budget transfer in the amount of \$415,996 to transfer funds to pay for year-end projects and purchases as discussed during the budget status update on January 7, 2016:

Account to Decrease	Amount	Account to Increase	Amount
A1930.434.00.8002	\$100,000	A1621.401.08.0000	\$233,396
Certiorari		Maintenance Projects	
A9020.820.00.0000	\$ 74,996	A2630.490.00.5500	\$154,100
Teacher Retirement		Computer Tech-BOCES	
A5540.435.09.7200	\$ 65,000	A2630.460.01.5500	\$ 10,500
Contr Trans-Out-of-District		Comp Software-Springhurst	
A1620.421.08.1000	\$ 42,000	A2110.450.03.4400	\$ 8,000
Oper-Fuel Oil-Springhurst		Tch Reg-Supplies-Science	

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A5540.436.09.0000	\$ 40,000	A2630.450.00.5500	\$ 5,000
Contr Trans-In-District		Comp Supplies-District	
A1950.405.00.0000	\$ 30,000	A2630.460.00.5500	\$ 5,000
Dual Residency		Comp Software - District	
A1620.424.08.3000	\$ 23,000		
Operations-Gas-MS/HS			
A9901.950.00.0000	\$ 16,000		
Transfer to Special Aid Fund			
A1420.400.00.8800	\$ 15,000		
Legal Counsel-Retainer			
A1620.421.08.3000	\$ 10,000		
Oper Fuel Oil-MS/HS			
Total	\$415,996	Total	\$415,996

Vote: 7 - ayes - 0 nays

### 9.05 Joint Bidding

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

**WHEREAS** it is the desire of the participating school districts of the Southern Westchester Board of Cooperative Educational Services, adopting this Resolution to bid jointly in those supplies, commodities, materials and equipment set forth below.

**Now, therefore, be it**

**RESOLVED** that the Dobbs Ferry Union Free School District School District agrees to participate with other school districts of the Southern Westchester Board of Educational Services, Westchester County, New York adopting this in the joint bidding of:

		YES	NO
1.	Art Supplies	x	
2.	General School Supplies	x	
3.	Office Supplies	x	
4.	Fine Paper Supplies	x	
5.	Audio Visual Supplies & Equipment	x	
6.	Bakery Goods		x
7.	Cafeteria Food Supplies		x
8.	Custodial Supplies	x	
9.	Custodial Paper Supplies	x	
10.	Lumber Supplies	x	
11.	Laser & Ink Jet Toners	x	

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12.	Laser & Ink Jet Toners, Compatibles	X	
13.	Microcomputer Hardware	X	
14.	Office & Classroom Furniture	X	
15.	Graphing Calculators	X	

**BE IT FURTHER RESOLVED** that this Resolution shall remain in effect until August 31, 2017, and

**BE IT FURTHER RESOLVED** that it is agreed that the specifications as presented will be used, and that this Board agrees to bid its required amount of said commodities jointly with other participating school districts in Southern Westchester and the Southern Westchester Board of Cooperative Educational Services. The recommendation of the Purchasing Steering Committee will be considered when this Board acts on the purchase of said Commodities.

**BE IT FURTHER RESOLVED** that the invitation to bid will be advertised by BOCES in the Journal News in accordance with the provisions of Section 103 to the General Municipal Law.

Vote: 7 - ayes - 0 nays

### **9.06 NYS Comptroller's Audit Report**

Mr. Reiser moved, and Ms. Lucasey seconded, that the Board accept the report of audit, entitled Reserve Funds for the period July 1, 2014 through July 28, 2015. This audit was conducted pursuant to Article V, Section 1 of the State Constitution and the State Comptroller's Authority as set forth in Article 3 of the General Municipal Law.

Thank you to Ms. Fassler-Wallach, Ms. Gibbs, the business office team and our attorney Mr. Sharff.

Copy of the report is available on the website.

Vote: 7 - ayes - 0 nays

### **9.03 CSE/CPSE**

Mr. Reiser moved, and Ms. Baron 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 January 26, 2016 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 January 26, 2016.

Vote: 7 ayes - 0 nays

### **9.04 Personnel**

Mr. Greengrass moved, and Mr. Schwartz seconded, that the Board approve the civil service and staff personnel recommendations.

Vote: 7 - ayes - 0 nays

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## 10. Acknowledgements

### 10.01 Treasurer's Report

The Board acknowledged receipt of the Treasurer's Report for December, 2015.

### 10.02 Warrants

The Board acknowledged receipt of the following warrants:  
Warrant No. 30 and 31 and 33 Multi.

## 11. Old Business

None.

## 12. New Business

12.01 Rivertowns Board Leadership Meeting

Phil Whitney, Irvington School District Board President, contact Mr. Goldman regarding the possibility of resuming the Rivertowns Board Leadership meetings.

Further discussions will take place to discuss scheduling, frequencies, etc.

## 13. Upcoming Meetings

### 13.01 Calendar

#### **Saturday, February 6, 2016 – 9:00 AM - Board Room**

- Board of Education Retreat

#### **Thursday, February 25, 2016 – 7:00 PM – MS/HS Library**

- Work Session - Book Talk - "Switch: How to Change Things When change is Hard" by Chip Heath

#### **Saturday, March 5, 2016 – 9:00 AM - Business - Commons**

Presentation of Proposed Budgets 2016-2017

## Executive Session

At 8:18 PM, Mr. Reiser moved, and Ms. Johnson seconded, to convene to Executive Session for the following purpose: to discuss contract negotiations and potential litigation.

Vote: 7 ayes - 0 nays

Ms. Baron moved, and Mr. Reiser seconded, to appoint Mr. Schwartz as Clerk Pro Tem.

Vote: 7 ayes - 0 nays

Ms. Baron moved, and Ms. Lucasey seconded, to move back to the Regular Meeting.

Vote: 7 ayes - 0 nays

## 14. Adjournment



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At 8.48 PM, Ms. Lucasey moved, and Ms. Johnson seconded, to adjourn the meeting.

Vote: 7 ayes - 0 nays

### **15. Approved Minutes**

#### **15.01 Approved Minutes – December 17 and 22, 2015**



District Clerk