



**Saturday, March 7, 2015  
Special Board Meeting  
Budget Presentations  
Commons – 9:00 AM**

**1. Call to Order**

**2. Budget Meeting Opening 9:05 a.m.**

Ms. Baron called the meeting to order.

In attendance, Ms. Tracy Baron, Board President; Mr. Robert Reiser, Board Vice President; Ms. Lynne Black; Mr. Michael Goldman; Mr. Jonathan Greengrass; Mr. Louis Schwartz; Ms. Jean Lucasey; 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. Greengrass moved, and Mr. Goldman seconded, that the Board accept the March 7th Agenda.

Vote: 7 ayes - 0 nays

Ms. Baron moved the reading of the announcements to begin after the presentations.

**3. Citizen's Comments**

**3.01 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.*

*Please view the entire meeting on TV DFTV - Channel 75 & 47 for full details or visit the website for the video of the presentation*

**4. Proposed 2015-2016 Budget Presentations**

**4.01 Athletics Proposed Budget**

Mr. Jim Lindsay, Athletic Director, presented the proposed 2015-2016 Athletics budget.

- Number of teams
- Number of participants
- Participation as a % of School Enrollment
- Budget Information
- Athletic Highlights

## MINUTES

- Possible Savings
- Future Athletic Department Initiatives
- Stipends by Team

### Questions/Comments

- Trainer Program – is the go to for all sports
- Concussion Helmets for Lacrosse
  - All helmets are reconditioned every 10 years
- Trainer salaries contracted price
  - Can we contract another trainer to cover all home games?
- Three additional teams are Hockey, Swimming, Winter Cheerleading
- DF Lacrosse booster club
  - JV Lacrosse team did not have enough signed up for a girls JV team – what happens to the stipend when it is not used?
    - Last year we used it to hire an assistant track coach. If it is not used, it goes back into fund balance
  - Can it be used to improve the Lacrosse program, i.e., clinics, assistant coaching, indoor practice location?
  - We need to use the fields at Mercy/Masters more
  - Maintenance for snow removal on new fields

### 4.02 Springhurst Proposed Budget

Ms. Julia Drake, Springhurst Principal and Ms. Lisa Doty, Springhurst Assistant Principal, presented the proposed 2015-2016 Springhurst budget.

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

### Questions/Comments

- There are student Accounts in each school
  - Springhurst includes field trips, etc.
  - MS/HS Clubs – stipends always included
- Class Sizes
  - Upper grade class size is acceptable
- Student to Teacher ratios – there are 69 teachers in Springhurst; 33-34 are classroom teachers
- AIS 2.3 teachers includes before school AIS to allow for mandated services
  - Additional AIS teacher will be pullout for Math and ELA
- Projected Kindergarten number 115 as of today, 117 expressed to register
  - Also a function of live birth rate - NYDH
- May 21 – Celebration of Enrichment Clusters
  - 9 clusters
  - Student directed learning – Grades 3, 4, & 5 – approximately can serve 100 students – 1 day a week for an hour
  - Open to all learners

### 4.03 Middle School Proposed Budget

Mr. Patrick Mussolini, Middle School Principal and Ms. Anne Pecunia, Middle School Assistant Principal, presented the proposed 2015-2016 Middle School budget.

- Middle School Enrollment
- Average Class Size
- Budget Priorities
- School Budget – Non personnel

## MINUTES

- Cultural Arts
- Co-Curricular Activities

### Questions/Comments

- Average class size – 18 to 20
- DestiNation Imagination – second team collapsed due to attendance
  - Parents need to honor commitment
  - Other students were not recruited due to timing
- AIS – 1 dedicated Math teacher; ELA by ELA teachers
  - Pullout program – student may miss an exploratory every other day
  - Determined during scheduling process by their level achieved on state assessments from the prior year
  - For students with IEP's – why isn't AIS offered before or after school
    - Attendance
    - Mandated within the confines of the school day for required services
    - ELA and Math Resource Room - has to be within the school day
- MYP – will affect extra-curricular activities based on students interest
- What is the AIS MS SED maximum class size
  - No mandated class size
  - Mr. Berry will investigate if there is a mandated size
  - Additional AIS teacher - \$50K
  - Can we add a .5 additional AIS?
- Every year there is professional development budgeted, this year it is centered around MYP

### 4.04 High School Proposed Budget

Mr. John Falino, High School Principal and Ms. Candace Reim, High School Assistant Principal, presented the proposed 2015-2016 Middle School budget.

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

### Questions/Comments

- Enrollment – next year 8<sup>th</sup> grade enrollment has increased
- 80% to 85% of students accessing at least one club
- Do we have enough support for students to engage in IB
  - Both counselors have been trained in IB
  - They know how to steer the students down the correct path
  - Teachers now in grade 9 and 10 are making recommendations
  - Additional counselor will help to meet the need
- Is there a process for a new club?
  - Yes, the students will need to pitch to the Legislative Branch and then a bill will go to the principal
- Do we encourage students to other skill paths not just IB?
  - BOCES programs are really good and haven't decreased offerings
  - Guidance Counselors are advocates to get a student in a situation that is best for them
- P16 initiative – how are we addressing this issue?
  - Technical and trains classes in high school so they are employable at graduation
  - Big question is how do we approach this as a district
  - No student is denied
  - Occupational Educational slots are in the Special Ed budget
- Per cost of testing
  - IB has a \$135 fee per student per year
  - Each test is \$75
  - The Board would like to see how other schools similar to ours handle fees/testing

# MINUTES

## 4.05 Special Education Proposed Budget

Ms. Erin Vredenburg, Director of Special Education, presented the proposed 2015-2016 Special Education budget.

- Driving Forces in a Special Education Budget
- Special Education Totals
- K-12 Special Education students in District
- 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
- Pupil Personnel Services Budget
- Pupil Personnel Services Salaries
- Special Education Proposed Budget
- Health Services Proposed Budget
- Psychological Services Proposed Budget

### Questions/Comments

- Are changes in numbers of IEP's and 504 Plans directly correlated?
  - Hard to determine
- Has the state ever changed classification categories as a risk to the budget?
  - State has 13 classifications; they follow Federal classifications
- Students with concussions don't have to have a 504, they can just have a medical plan
  - A 504 plan would be in place for long term, i.e., 6 months
  - Current process – students are monitored by athletic trainer if it is a sports concussion, classroom teachers are notified of students with other medical concussions

## 4.06 Technology Proposed Budget

Mr. Terance Huyter, Director of Technology, presented the proposed 2015-2016 Technology budget.

- Proposed Budget
- Support Stats & Facts
- District Technology Statistics

### Questions/Comments

- Chromebooks
  - 750 Chromebooks are in grades 5, 6, 7, 8, 9, 10
  - This year's purchase is for 7<sup>th</sup> Grade Chromebooks. The District is in discussion regarding whether the 9<sup>th</sup> grade Chromebooks can sustain another year
  - 11 – 12 grade – what device works for them
  - Need devices now that they can access Google Classroom
  - Can students purchase their Chromebooks after graduation for a price
- Like to see more teachers using Chromebooks
- Is there money in the budget for website work?
  - Discussions are in place and the District will work on a three year plan

## 4.07 Transportation Proposed Budget

Ms. Sylvia Fassler-Wallach, Assistant Superintendent of Finance, Facilities and Operations, and Mr. Joe Urbanowicz, Transportation Director, presented the proposed 2015-2016 Transportation budget.

- Number of Students Transported
- Transportation Budget

### Questions/Comments

- Contract for in and out of district are out to bid – should be back by March 20<sup>th</sup> – both companies can't renew at CPI

## MINUTES

- 1 SE student can cost \$50 – 60K in transportation
- Gasoline is paid separately
  - We use state contracts for fuel
- Work done by the Transportation Director to reduce costs is amazing
- Change mileage limits – District tried a few years ago but the community wouldn't agree
- Springhurst uses 5 buses making two trips each

### 4.08 Operations & Maintenance Proposed Budget

Mr. James Frees, Director of School Operations, Facilities and Management, presented the Operations & Maintenance proposed 2015-2016 budget.

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

#### Questions/Comments

- Utilities – electric, water, gas, oil, & telephone
- NYPA provides our electricity - cost follows Con Edison
  - Board will send a letter to the state regarding cost
- District is still communicating about solar panels
- Turf field snow removal in the 16-17 budget

### 4.09 Curriculum & Professional Development Proposed Budget

Mr. Douglas Berry, Assistant Superintendent of Curriculum and Instruction, presented the proposed 2015-2016 Curriculum and Professional Development budget.

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

#### Questions/Comments

- District looking at different types of assessments tools
  - Very minimal impact
  - Formative assessment
  - Some others may be phased out over time
  - Monitor progress over time towards the achievement of state standards
  - Universal screener for AIS
- Jen Hickey and Doug Berry will present a MYP update at the 4/16 Board meeting

### 4.10 Personnel Proposed Budget

Ms. Sylvia Fassler-Wallach, Assistant Superintendent of Finance, Facilities and Operations, presented the proposed 2015-2016 Personnel budget.

- Personnel Budget Challenges
- District Enrollment
- Springhurst Enrollment by Grade Level/Class Size
- Middle School Average Class Size
- High School Average Class Size
- Cost of Salaries and Benefits
- Positions Currently Supported by Federal Grant Funds
- Projected Staffing by FTE
- Composition of Salaries by Unit

## MINUTES

- Business Office Staff
- Other Exempt Employees
- Facilities Staff-Projected FTEs
- Maintenance Mechanics
- Salaries & Benefits % of the budget
- Salaries
- Historical as a % of the Total Budget
- Historical Personnel Costs Salaries & Benefits
- Summary of 2015-2016 Projected Expenditures
- Changes Since 2/5/15 Presentation
- Tax Levy Cap Calculation
- Proposed 2015-2016 Budget
- Budget Development Calendar

### Questions/Comments

- District could leverage an Educational Technology Coach
- Once the Governor approves the budget (should be April 1), the school district allocations will be available with 24 hours.
- Should the Governor's budget dollars be more or less than anticipated, the District has until July 1<sup>st</sup> to adjust accordingly.

### 4.11 Central Administration Proposed Budget

Ms. Sylvia Fassler-Wallach, Assistant Superintendent of Finance, Facilities and Operations, presented the proposed 2015-2016 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.

### 4.12 2015-2016 Line Item Budget (Information Only)

## 5. Announcements

### 5.01 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 Wednesday, April 1, 2015, in order to be included in the district's request for transportation next year. Requests for forms should be made to Transportation Director at 914-693-6300 ext. 2208. 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).

### 5.02 Board Member Terms of Office

*Three terms of office of the Dobbs Ferry Board of Education will be expiring.*

- Two terms ending June 30, 2015 - Lynne Black and Jonathan Greengrass
- One term ending on May 19, 2015 - Jean Lucasey

## MINUTES

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 20, 2015**. Twenty-five signatures of qualified voters in the district are required.

### 5.03 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 11, 2015 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 19, 2015.

WSEF taking place today at Sleepy Hollow High School  
DI taking place at Mercy College – 1pm, 1:40pm and 2:40pm  
Tonight at 6:00 PM – Theater Arts will present “All in the Timing”

### 6. Upcoming Meetings

#### 6.01 Calendar

##### Thursday, March 19, 2015 – 7:00 PM – Commons

- Technology Update

##### Thursday, April 9, 2015 – 7:00 PM – MS/HS Library

- Proposed Budget Review
- Revenue Forecast

##### Thursday, April 16, 2015 – 7:00 PM – MS/HS Library

- MYP Update
- Review & Finalization of the 2015-2016 Budget
- 2015-2016 Budget Adoption

### 7. Adjournment

At 12:43, Mr. Goldman moved, and Mr. Schwartz seconded, to adjourn the meeting.

Vote: 7 ayes - 0 nays



District Clerk