

MINUTES



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

1. Call to Order

2. Meeting Opening - 7:06 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. 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 April 7th Agenda.

Vote: 6 ayes - 0 nays

2.03 Approval of Minutes

Ms. Johnson moved, and Ms. Lucasey seconded, that the Board approve the minutes of the February 4, 2016 meeting.

Vote: 6 ayes - 0 nays

Ms. Johnson moved, and Ms. Baron seconded, that the Board approve the minutes of the February 25, 2016 meeting.

Vote: 4 ayes - 0 nays – 2 abstentions – Mr. Jonathan Greengrass and Ms. Jean Lucasey

Ms. Baron moved, and Mr. Reiser seconded, that the Board approve the minutes of the March 5, 2016 meeting.

Vote: 6 ayes - 0 nays

Ms. Lucasey moved, and Mr. Greengrass seconded, that the Board approve the minutes of the March 17, 2016 meeting.

Vote: 6 ayes - 0 nays

3. Announcements

3.01 Board Member Terms of Office

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

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- 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 he will not be seeking re-election.

3.02 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.

Mr. Louis Schwartz arrived at 7:12 PM.

4. Superintendent's Report

- Wellness Committee & Fair
 - Julie Fisher, from the PTSA Wellness Committee, is the liaison with the District. She shared a revision of the Springhurst Snack Guidelines, proposal on healthy celebrations, safe nut free snack fun list
 - Julie will work with the PTSA on Parent Education for healthy celebrations
- On May 26th, there will be a HS Wellness Fair
 - Beginning with a vendor fair at 11:30 AM for community vendors to set up tables with information
 - Seniors will be able to attend two breakout sessions each during 8th and 9th periods Sessions will include such topics as how to deal with stress, body image, time management, yoga
 - The District hopes to expand the fair to the MS and Springhurst
 - Hoping to start small for the students and then expanding for the community
- Dr. Brady met with Supt. Pam Moran, Virginia Superintendent of the Year, who will be the keynote speaker at tomorrow's Tech Expo.
- The District Calendar will remain the same for the remainder of the year
 - Schools will be closed for a 5 day weekend for Passover and the Friday before Memorial Day
- Mr. Berry informed the Board that the District forwarded our application for MYP last Thursday
 - Next step, the District will host an IB visit in October
 - A few weeks after that, we should be notified that we are a full IB MYP school
 - Thank you to all the administrators, teachers and Ms. Hickey for their hard work
- Capital Project Timeline
 - Ms. Fassler-Wallach notified the Board that the SED approved our plans after 9 months of review
 - Due to the late approval, only partial work will begin this summer
 - Both fields at the HS and Springhurst, tennis courts, and abatement of third floor of the HS and maybe the roof
 - HS field should be completed by the end of August
 - Springhurst field by end of September
 - Tennis courts – end of October
 - The 5th grade play and access area will be available before the beginning of school
 - Mr. Klaich is working on contingency plans for away games if necessary
 - The bids will be reviewed by the Facilities Committee on April 27 prior to the adoption by the Board on May 5

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- By completing the project in two sections allows us to get some work completed this summer
- Contractors are clear about firm project/materials costs
- Springhurst - Enrichment Clusters begin next week – 179 students have signed up
 - Two of our three DI teams are going to the State competitions in Binghamton – “Balls are Watching You” and “Look at me in DI”
 - Will be hosting a Haldane FLES visit on May 11
 - Group of Austrian educators (Mercy College Exchange Program for Principals) will be visiting on May 18
- MS – Jen Hickey presenting at the Tech Expo tomorrow
 - DI team also going to the State competition – “Cool as Dice”
 - Cyber Patriot Team – 1st place in NYS and 18th nationwide
- HS DI team going to the State competition – “Kentucky Fried Children”

5.01 BOE Committees

School & Community Relations

Facilities

Curriculum

Student Athletics & Activities

- School & Community Relations Committee
 - The Committee reviewed the 2016-2017 K-12 Budget Advertorial
 - The District Budget Newsletter
 - Our latest episode of Eye on the Classroom on the website is “Dobbs” the District robot
 - All Board meetings are live streamed and noted in all K-12 Agenda notices
 - Three new District dialogues on Concussions will be upcoming
 - Dr. Brady and Ms. Baron will report on later start time and how it has been received
 - Emergency Txt Notifications – 256 parents have signed up
 - Link on website to sign up
- Facilities Committee
 - Capital Projects (as noted above)
 - Demographic Study proposal
- Curriculum Committee
 - New course in the High School
 - Next year, 10th graders will take the MYP Personal Project Class which will be an “Introduction to Research” experience
 - The goal is a guided experience
 - Most work done in class
 - Topics are strictly what the student is interested in pursuing
 - Class will take place every other day
- Student Athletics & Activities Committee
 - Reviewed hiring guidelines and requirement for volunteer and assistant coaches
 - Discussed:
 - Athletic eligibility appeal process
 - Consistent expectations of varsity level sports participation
 - Modified cheerleading
 - Cuts at the modified level
 - Lacrosse boys & girls do not have enough interested students for a JV team next year
 - Merging with other Districts for sports that we do not have sufficient interest or capability

6. Correspondence

None.

7. Citizen's Comments

7.01 Notice

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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 Special Education Presentation

Ms. Erin Vredenburgh, Director of Special Education, summarized the recommendations of the Continuum of Services and Least Restrictive Environment Recommendations & Considerations audit.

- Internal Audit Scope
- Process
- Recommendations/Considerations Timeline

Discussion/Comments

- Are all costs associated with the new classes in the budget? Yes.
- How will the changes be communicated? Due to the confidential nature of this program, anyone one needing information may contact Ms. Vredenburgh, Director of Special Education.
- When will the students return to Dobbs Ferry? The CSE Committee will make such recommendations when a student's annual review is conducted.
- What will these classes be called? They will not have a unique name; they will be a class like any other.
- Will we accept non Dobbs Ferry students on a tuition basis? Not at first. Possibly at a later date, if space is available. Dobbs Ferry students are our priority.
- Thought should be given to the fact that students may end up with the same teacher year after year.
- Will these classes be at capacity at the start? Ms. Vredenburgh doesn't think they will be filled to capacity at the start.

8.02 Revenue Forecast

Ms. Sylvia Fassler-Wallach, Assistant Superintendent of Finance, Facilities and Operations, will report on the Revenue Forecast.

- Proposed budget
- Sources of revenue
- General Fund – State and Federal Aid
- Gap Elimination Adjustment History
- Assessed Valuation
- Tax Levy Cap Calculation
- Tax Calculation
- Star
- Additional Tax Exemptions

Discussion/Comments

- Tax Certiorari has gone up because no settlements were paid out this year
- Tax Certiorari reserve dollars were freed up last year for Capital Projects

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8.03 Superintendent's Proposed 2016-17 Budget

Ms. Sylvia Fassler-Wallach, Assistant Superintendent of Finance, Facilities and Operations, reviewed 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

9. Board Actions

Ms. Baron moved, and Mr. Greengrass seconded, that the Board approve Items 9.02, 9.04, 9.06, 9.08 and 9.09 as a consent agenda.

Vote: 7 - ayes - 0 nays

Mr. Schwartz moved, and Mr. Reiser seconded, that the Board approve 9.02, 9.04, 9.06, 9.08 and 9.09.

Vote: 7 - ayes - 0 nays

9.02 Board of Registry and Election Inspectors

The Board appointed the Board of Registry and Election Inspectors for the May 9, 2016 and May 17, 2016 Personal Registration and Annual Election and Budget Vote.

9.04 2015-2016 Budget Transfer

The Board approved the following budget transfer to pay for legal services for capital projects:

Account to Increase	Amount	Account to Decrease	Amount
A1420.400.00.8801	\$64,000	A2110.130.02.7400	\$64,000
Legal - Capital Projects		Tch Reg - Mathematics AIS	
Total	\$64,000	Total	\$64,000

9.06 Section 1 Teams

The Board approved the following team merges:

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Dobbs Ferry Girls Swim Team to Merge with Ardsley Girls Swimming Team
Dobbs Ferry Boys Swimming Team to Merge with Ardsley Boys Swimming Team
Dobbs Ferry Wrestling Team to Merge with Ardsley Wrestling Team

9.08 CSE/CPSE

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 March 30, 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 March 30, 2016.

9.04 Personnel

The Board approved the civil service and staff personnel recommendations.

9.01 Dobbs Ferry School Foundation Donation

Mr. Reiser moved, and Ms. Baron seconded, that the Board accept a donation from the Dobbs Ferry School Foundation in the amount of \$1,200 to support Ms. Kaczmarek's attendance at both the International Literacy Association 2016 Conference and the Guided Reading: Differentiating Literacy Instruction Grades 3-8 program.

The Board thanked the Foundation for this donation which is a great opportunity for Ms. Kaczmarek's.

Vote: 7 - ayes - 0 nays

9.03 Demographic Study Proposal and Budget Transfer

Ms. Lucasey moved, and Mr. Greengrass seconded, that the approve the proposal from Statistical Forecasting LLC in the amount of \$12,500 and the following budget transfer to pay for the study:

Account to Increase	Amount	Account to Decrease	Amount
A1010.406.00.0000	\$12,500	A2110.130.03.4300	\$12,500
BOE Contractual & Other		Tch Reg - Math Salary	
Total	\$12,500	Total	\$12,500

Demographic Studies are very widely used by school districts.

The results of this study will be available in the July timeframe with a presentation to the Board in September.

Vote: 7 - ayes - 0 nays

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9.05 Poetry Workshop & Cafe

Ms. Johnson moved, and Ms. Lucasey seconded, that the Board approve Cynthia Keteku, Poetry Consultant, to lead a workshop focusing on the writing of poetry. The work will consist of 7 days/1 night. The fee will not exceed \$900.00 and will be charged to code F8110-400-02-DFPTSA.

The main event will be held on June 9th. All are encouraged to attend it is a wonderful program.

Vote: 7 - ayes - 0 nays

9.07 Policy Revision - First Reading

The Board conducted a first reading of the following policies:

- 1120 - School District Records
- 2270 - School Attorney
- 6900 - Disposal of District Property
- 8630 - Computer Resources & Data Management

Mr. Reiser moved, and Ms. Johnson seconded, that the Board forego a second reading and adopt policy 1120 - School District Records.

Vote: 7 - ayes - 0 nays

Mr. Greengrass moved, and Mr. Reiser seconded, that the Board forego a second reading and adopt 6900 - Disposal of District Property.

Vote: 7 - ayes - 0 nays

Mr. Reiser moved, and Ms. Baron seconded, that the Board forego a second reading and adopt policy 8630 - Disposal of District Property as amended.

Vote: 7 - ayes - 0 nays

Policy 2270 - School Attorney will be brought back for a second reading after final review by the Policy Sub-Committee.

The Board discussed how often our contracts for the School Attorney and other service providers are reviewed and suggested possibly reviewing them at the Reorganizational meeting.

10. Acknowledgements

10.01 Treasurer's Report

The Board acknowledged receipt of the Treasurer's Report for January and February, 2016.

10.02 Extra Classroom Activity Fund

The Board acknowledged receipt of the Extra Classroom Activity Fund Report for the Middle and High Schools for July 1, 2015 - December 31, 2015.

Any club funds left at the end of the year go into the general student fund.

The Board requested the out of pocket cost for all fees per student/school chart.

10.02 Warrants

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The Board acknowledged receipt of the following warrants:
Warrant No. 35, 37, 40 and 42 Multi.

11. Citizen's Comments

7.01 Notice

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12. Old Business

None.

13. New Business

13.01 2016-2017 Board Meeting Schedule

Beginning with the 2016-2017 school year, the Board will now hold their meetings, when possible, on the first and third Tuesday of the month.

Dr. Brady will notify the Village of the change.

14. Upcoming Meetings

14.01 Calendar

Thursday, April 14, 2016 – 7:00 PM - MS/HS Library

- SWBOCES
- 2016 - 2017 Budget Adoption

Tuesday, April 19, 2016 – 8:00 AM - Board Room

- BOCES Budget Vote

Thursday, May 5, 2016 – 7:00 PM - MS/HS Library

- Audit Committee – 6:00 PM
- Smart Schools Bond Act Investment Plan Hearing
- 2016-2017 Public Budget Hearing
- Capital Projects

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

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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

15. Adjournment

At 9.22 PM, Mr. Greengrass moved, Ms. Lucasey seconded, to adjourn the meeting.

Vote: 7 ayes - 0 nays

16. Approved Minutes

16.01 Approved Minutes – December 3, 2015, January 7 and 21, 2016



District Clerk