



MINUTES

Tuesday, May 4, 2021 Regular Board Meeting Google Meet - Virtual Meeting, 7:00 PM

1. Call to Order

2. Opening of the Meeting – 7:00 PM

Louis Schwartz called the meeting to order.

2.01 Pledge of Allegiance

2.02 Roll Call

Mr. Louis Schwartz, President; Ms. Rita Kennedy, Vice President; Ms. Shannon Johnson; Ms. Jean Lucasey; Ms. Tracy Baron; Ms. Shannon Stringer; Mr. Massimo Bufalini, Dr. Lisa Brady, Superintendent; Mr. Douglas Berry, Assistant Superintendent of Curriculum and Instruction ; Mr. Ron Clamser, Jr., Assistant Superintendent of Finance, Facilities and Operations; and Ms. Loretta Tularzko, District Clerk.

2.03 Acceptance of the Agenda

Ms. Stringer moved, and Ms. Lucasey seconded, that the Board accept the May 4th Agenda.

Vote: 7 - ayes - 0 nays

2.04 Approval of Minutes

Ms. Lucasey moved, and Mr. Bufalini seconded, that the Board move to approve the minutes of the April 20 and 27, 2021 meetings.

Vote: 7 - ayes - 0 nays

3. Citizens Comments

3.01 Anyone wishing to make comments during the two Citizen's Comment portions of the meeting can do so by emailing boemeetingcomment@DFSD.org and you will be sent a link with additional details for joining the Google Meet for the Citizen's Comments portion of the meeting.

3.02 Notice

Members of the community may comment on any matter related to the meeting's approved agenda. The Board President may request a brief description of the topic the speaker plans to address. 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.

No comments were received.

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4. Announcements

4.01 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 10, 2021**, 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 18, 2021.*

4.02 In-Person Voting Guidelines for the Trustee and Budget on May 18th

Individuals entering the school for in-person voting

- Must be in good health:
- (a) have not been in close contact in the past 10 days with anyone who has tested positive through a diagnostic test for COVID-19, or who had symptoms of COVID-19; (b) tested positive through a diagnostic test for COVID-19 in the past 10 days; (c) has experienced any symptoms of COVID-19, including a temperature of greater than 100.0°F, in the past 10 days; and/or (d) has traveled internationally per the New York State Travel Advisory in the past 10 days
- Must enter the school via the HS Gym Entrance
- Wear a mask - masks will be provided should you need one
- Maintain six feet social distance while waiting in registration lines, for privacy booths and for voting machines
- Refrain from lingering and socializing with others
- Hand sanitizing gel and wipes will be provided
- Barriers will be installed at registration tables
- Pens will be sanitized after each use and surfaces will be sanitized throughout the day
- During busy times, voters may need to wait in line outside the Gym and possibly the building

4.03 Absentee Ballot Information

The Governor continued to extend the Education Law provisions regarding absentee ballots (2018-a and 2018-b) to include the potential for contracting the COVID-19 virus as an illness as a legitimate reason for receiving an absentee ballot. It means that if someone checks the "illness or disability" box on the absentee ballot application, fear of having COVID-19 is included within that category.

Absentee Ballot Applications may be requested in writing or by email:

District Clerk
Superintendent's Office
Dobbs Ferry High School
505 Broadway
Dobbs Ferry, New York 10522
tularzkol@dfsd.org

Upon receiving a timely application for an absentee ballot, the District Clerk will send it to the voter via US Mail or email. Completed applications must be received by the District Clerk no more than thirty (30) days and at least seven (7) days before the election if the ballot is to be mailed to the voter, or the day before the election if the ballot is to be emailed or picked up personally by the voter or the voter's authorized agent set forth in the application at the District Clerk's Office.

Completed absentee ballots must be received in person or US Mail no later than 5:00 PM, prevailing time, on May 18, 2021.

Voter Qualifications:

- Must be a citizen of the United States.
- Must be 18 years of age or older.
- Must have been a resident of the school district for a period of 30 days or more prior to May 18, 2021.

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5. Superintendent's Report

Reopened Schools

Things are going well. We have very low numbers of students positive for Covid-19. We had only one student since we sent out our K-12 last week on Wednesday, but students are being quarantined because of the 6 feet distance. We anticipated that this would happen and we realize that it is frustrating for students and parents. We are hoping that numbers will continue to decline as more students and adults are vaccinated.

We will now accept both rapid tests and PCR tests for readmission to school. This has been cleared by our school physician. We hope that this will help expedite student's return to school following quarantine. We accept any tests except antibody tests.

Vaccinations

We have well over 90% of staff who are vaccinated. We encourage parents to please vaccinate eligible children. It is our understanding that children 12 years of age and older will be able to receive the Pfizer vaccine so stay tuned for more information.

Surveillance Testing

We have reached out to our school physician about surveillance testing and she feels that it would be misdirected at this time - it simply does not make sense with the low positivity numbers in Westchester County which are at 1-2% and teachers being vaccinated, that we can operate safely without testing the school community. In case there should be some future uptick, we still have our contract with the NYSDOH for BINAX tests should we decide that we need them.

Guidance for Indoor Events:

Small Scale: Up to 100; 50% capacity; no vaccine or immunization required.

Medium Scale: Up to 150; 33% capacity; vaccine or immunization required.

Senior Awards (June 10th): We will have approximately 50-60 students. It will be held indoors in gym. We will have no presenters. Students will be permitted to have two guests and it will be live-streamed.

A Board member questioned two guests for each student which would bring the number to over 150.

Dr. Brady explained that the Administration discussed one guest each, but in the past we haven't had many guests when we had open seating. We will monitor the numbers to see if it goes into a medium scale event. We will talk about a Medium Scale event in a little while.

Prom (June 1st)

The venue (Glen Island Harbor Club) will be collecting the required documentation. Only Dobbs Ferry students are permitted to attend this year.

Spring Musical (May 18th)

Now that guidance has shifted to six feet it will be held in the auditorium. There will be 23 students on stage; 3 kids in sound booth; 4 people in the pit; 2 directors; 5 students for stage crew; 46 adults in audience. We want to give out 2 tickets per kid with pre-assigned seats throughout the auditorium. We are hoping to live-stream, however, we are checking about the rights to whether or not we can actually live stream the production in its entirety because sometimes, as you know the rights don't allow you to do that.

We are really trying to stay under this 100 people for upcoming events because we do not want to have to collect vaccination information and COVID testing. The vaccination information is not the difficult part because most everybody has that on their phone or in your wallet. It's the 72 hour COVID testing information that's really tricky.

Terance Huyter is working on a technology solution for collecting vaccination and testing information so that these documents can be uploaded prior to these larger events. Terance is working and reaching out to his other Technology Directors to see whether there is a technology solution for this where people could upload their information into a Google form along with uploading their documents. We would still need to monitor that on the back end but it would be better than collecting paper and trying to get paper documents from people which will be extremely problematic.

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Stepping Up at Springhurst and MS - we are planning on car parades.

As you all know, any day of the week, we could get a new edict from all the high that says that we don't have to do any of this stuff, and everything's open. As long as we have guidance from the New York State Department of Health for schools, that says that we're allowed to do X, Y, and Z, we'll do X, Y, and Z. But right now, these are the guidelines that we're operating under.

Lastly, it's wonderful to have a lot of smiling kids back in school.

6. Correspondence

6.01 BOE Correspondence

The Board acknowledged receipt of the following:

- A parent email regarding last week's Work Session

7. Committee Reports

Curriculum & Instructions – 4/21

- The Middle School will continue its ongoing implementation of the IB Middle Years Program (MYP) by introducing 2 program enhancements for the 2021-2022 school year:
 - Grade 6 Language Carousel
 - IB MYP encourages the use of a language carousel that exposes students to multiple languages either during the final year of elementary school or the first year of Middle School
 - Under the Language Carousel students in grade 6 would receive instruction in all languages offered (Spanish, Italian, French) and a course in Foundational Global Cultural Awareness
 - Prior to starting grade 7 students would make their language choice and begin the language sequence
 - Students would finish Grade 8 at the same point - finishing the second half of level 1 to earn a HS Credit
 - The language carousel model in grade 6 will further align us with MYP and is supportive of Middle School philosophy of empowering students to make informed choices
 - Grade 8 Community Project
 - MYP does not require but encourages the establishment of a Community Project in grade 8 for all students
 - They can do a direct service project, indirect service project, Advocacy Project or research project.
 - It will probably live more in the Humanities classes and working on it in their study skills classes.
 - 6-8 Mathematics
 - Foundational and AIS Program Exploration
 - The Department is exploring available program options based on student needs, standards alignment, cultural responsiveness, and instructional methodology for both widespread use in grade 6- 8 and in AIS classes
 - For 2021-2022 will continue use of Glencoe Math (course 1, 2,3) as the primary program in grades 6-8, and will continue to use Mathematics Navigator in AIS classes

Special Ed – 4/28

- The Committee reviewed the CSE/CPSE Recommendations. Questions were raised and clarified.
- The Committee met with the District's Special Education attorney to discuss a recent ruling from the State Review Officer. It will be discussed later on in Executive Session.
- The Committee briefly discussed some of the space issues that exist at the MS related to the location of the Special Class. Ron, Jean and Lisa are continuing to look for solutions and will reach out to the Architect for assistance.
- Jean Gismervik shared that the District received a score of 100% compliance in an annual review which focused on State Performance Indicator 11 - Initial Evaluations. The reviewer noted that the District was doing an exemplary job with continuity of service over this past year.

Personnel – 4/29

- The committee discussed the personnel recommendations on tonight's agenda.

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- They also discussed the progress of the negotiations between the Administrators and the DFUT regarding the new DFUT Memorandum of Agreement.

This meeting can be viewed on TV DFTV - Channel 77 & 47 or visit the website for the video of the complete meeting.

8. Public Hearing

8.01 2021-2022 Adopted Budget

- 2021-22 Budget Highlights
- Budget Summary as of 4/13/21
- Proposed Expenditures as of 4/13/21
- Proposed Revenues as of 4/13/21
- Proposition #1 – Budget
- Board Members – Vote for Two – Penny Sullivan-Nunes & Brooke Bass

Dr. Brady and Mr. Clamser reviewed the 2021-2022 Adopted School Budget.

All budget and trustee voter information is available on the website under the Spotlight section.

Both thanked the PTSA for endorsing our Budget last evening at their meeting.

There were no public comments or questions regarding the 2021-2022 adopted budget.

9. Reports to the Board

9.01 Data Protection Officer Annual Update

Amber Klebanoff gave an annual overview of her Data Protection Officer roll focusing through the lens of ED law. This is a New York State law that helps protect student data and security as well as keeping the district information safe.

- What is EdLaw2D
- Education Law 2-D Requirements
- What is NIST?
- Protection of PII/Employee Training
- District Data Privacy-Public Information
- Software Inventory/Third Party Contracts
- Unauthorized Parent Complaint Procedure
- Incident Response Plan
- Framework Core 5 Functions & 23 Categories
- Next Steps

Question:

Is there training that our students get in terms of how to recognize an email that looks fishy, don't click on that etc.?

Yes, all three schools teach age appropriate digital citizenship either as a standalone unit or infused in other lessons/courses during the year.

Mr. Berry acknowledged the tremendous amount of work that Amber has done since she joined the district. She has been a tremendous resource. Her understanding of technology and her ability to work with and to support our teachers in their efforts got us through last spring when COVID sent us into remote learning and through the reopening was instrumental to our success.

She accepted the data protection challenge along with the tremendous amount of work that is involved and has done an absolutely wonderful job.

There is a network of data protection officers from across the state that are looking at the work that we've done in this area as a model.

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10. Board Actions

10.01 Dobbs Ferry School Foundation Grant

Ms. Stringer moved, and Ms. Baron seconded, that the Board accept a grant from the Dobbs Ferry Schools Foundation in the amount of \$11,801.37 for the K-5 Music Program. The funds awarded to this grant are being transferred from a previously awarded grant for the ICI Initiative.

Dr. Brady explained that this grant was submitted by Nathaniel Wardlaw to revamp the Springhurst music program instruments.

Both Dr. Brady and the Board expressed gratitude and thanked the Foundation for this grant and their continued support of the School District.

Vote: 7 - ayes - 0 nays

10.02 Consent Agenda

Ms. Kennedy moved, and Ms. Lucasey seconded, that the Board approve the following Board Actions as a Consent Agenda:

- 10.03 - 2021-2022 Board of Registry and Election Inspectors
- 10.04 - Internal Audit Report and Corrective Action Plan
- 10.05 - Settlement of a Tax Certiorari Proceeding
- 10.06 - Transportation Piggybacking Resolution
- 10.07 - Budget Transfer
- 10.08 - Budget Transfer
- 10.09 - CSE/CPSE

To make more efficient use of meeting time, the Board of Education authorizes the use of a consent agenda as a part of the meeting agenda. A Consent Agenda allows for one motion to approve multiple items and such items are identified as such on the Agenda. The President of the Board will ask for a motion to approve the Consent Agenda and will ask if Board member(s) wish to have a discussion and/or clarification on a specific item(s) contained within the Consent Agenda. Following the discussion, the Board will then vote on the Consent Agenda motion. In addition, a Board member may request to have an item removed from the Consent Agenda in order to vote on the motion separately.

Vote: 7 - ayes - 0 nays

Ms. Johnson moved, and Ms. Baron seconded, that the Board approve the following Board Actions as a Consent Agenda:

Vote: 7 - ayes - 0 nays

10.03 2021-2022 Board of Registry and Election Inspector

The Board appointed the Board of Registry and Election Inspectors for the May 10, 2021 and May 18, 2021 Annual Election and Budget Vote.

10.04 Internal Audit Report and Corrective Action Plan

The Board accepted the Internal Auditors Report of Payroll and Personnel, performed by Nugent and Haeussler, P.C., and the district's Corrective Action Plan.

10.05 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 The Landing Homeowners Association Inc. v. Town of Greenburgh and the Dobbs Ferry School District;

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

10.06 Transportation Piggybacking Resolution

The Board approved the following:

WHEREAS, the Ardsley Union Free School District (“Ardsley”) has made available to public school districts located in Westchester County its Student Out-of-District and Summer Transportation through a provision in the bid specifications permitting “piggybacking” as well as a resolution of the Ardsley Board of Education authorizing participation in the Student Out-of-District and Summer Transportation on the same terms and conditions as the contract with Ardsley; and

WHEREAS, said transportation contract was bid in accordance with Education Law Section 305(14);

THEREFORE, BE IT RESOLVED, by the Board of Education of the Dobbs Ferry Union Free School District determines that the contract cost for the Student Out-of-District and Summer Transportation is appropriate and will result in cost savings to the District; and

BE IT FURTHER RESOLVED, that the Board of Education requests authorization from Ardsley to piggyback onto Ardsley’s Student Out-of-District and Summer Transportation Contract with Royal Coach for the 2021-2022 school year on the same terms and conditions as the contract with Ardsley; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Board President to execute a contract with Royal Coach as well as any documents and forms required by the New York State Education Department to facilitate approval of the contract.

10.07 Budget Transfer

The Board approved the following budget transfers to cover payroll code alignments:

Account	Decrease	Increase
1620-161-08-0000 Operations OT/Bldg		27,333.16
2110-120-01-1300 Tch Reg-3rd Gr		8,107.82
2110-130-02-4307 Tch Reg-Math	24,242.00	
2110-130-02-4500 Tch Reg-Foreign Lan		17,920.57
2110-154-03-0000 Tch Reg After Sch - HS	10,802.33	
2110-156-01-8121 TA - Class Coverage SH		9,217.38
2250-155-01-8121 Teacher Assistant	25,667.51	
2850-150-01-7850 Cocurric-Spr-Stipends		16,944.81
2850-150-02-7850 Cocurric-MS-Stipends		35,142.70
2850-150-03-7850 Cocurric-HS Stipends		10,391.45
2855-150-02-7900 Athletic Stipends MS	49,344.30	
2855-150-03-7900 Athletic Stipends HS	15,001.75	
	125,057.89	125,057.89

10.08 Budget Transfer

The Board approved the following budget transfers to cover the cost of fuel oil deliveries:

Account	Decrease	Increase
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A 1620-425-08-3000 Operations Elect MS/HS	\$20,000	
A 1620-421-08-1000 Operations Fuel Oil Spr		\$5,000
A 1620-421-08-3000 Operations Fuel Oil MS-HS		\$15,000

10.09 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 April 27, 2021, 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 April 27, 2021.

10.10 Personnel

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

Vote: 7 - ayes - 0 nays

Dr. Brady noted the resignation of Connor Cohn, who has accepted an Assistant Principal position in Garden City Long Island and Justin Deming who has accepted a job closer to home.

Dr. Brady also welcomed our new school psychologist Amanda Delaney and a new Speech and Language Pathologist, Gabrielle Tobacco.

Ms. Lucasey noted how fortunate the District was to have Connor and to thank him for everything he's done.

10.11 Disposition of Books

Mr. Bufalini moved, and Ms. Lucasey seconded, that the Board approve the disposal of the books on the attached lists that are currently part of the Springhurst Library collection.

Dr. Brady explained that we have been working with Follett School Solutions to rebuild the collection in our new library renovation. Our goal for the fall is to have 15-25 books per student not older than 2007. Our current age of books is 1990.

Vote: 7 - ayes - 0 nays

10.12 Westchester Putnam School Boards Association (WPSBA) Proposed Budget and Nominating Committee Slate

Ms. Baron moved, and Ms. Johnson seconded, that the Board cast their vote for the 2021-2022 Westchester Putnam School Boards Association (WPSBA) Proposed Budget and Nominating Committee Slate.

Vote: 7 - ayes - 0 nays

Ms. Baron will represent the Board at the Annual meeting on May 24th and present our voting results.

11. Acknowledgements

11.01 Warrants

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The Board acknowledged receipt of the following warrant:
Warrant No. 50 Multi.

12. Citizens Comments

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12.02 Notice

Members of the community may comment on any matter related to district business. The Board President may request a brief description of the topic the speaker plans to address. 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.

No comments were received.

13. Old Business

None.

14. New Business

14.01 2021-2022 Board Meeting Dates

The Board will review the schedule, suggest any changes and approve the dates at the Reorg meeting scheduled for July 6th.

15. Upcoming Meetings

15.01 Calendar

Tuesday, May 19, 2021 - 9:00 AM - Virtual
Certification of Budget/Trustee Vote Results

Tuesday, May 25, 2021 - 7:00 PM - TBD
Work Session

Tuesday, June 8, 2021 - 7:00 PM - TBD

16. Executive Session

16.01 Executive Session

At 8:05 PM, Ms. Johnson moved, and Ms. Lucasey seconded, that the Board recesses into Executive Session for the following purposes: to discuss legal advice regarding State Review Officer's Decision No. 21-066 and collective negotiations pursuant to Article 14 of the Civil Service Law.

Vote: 7 - ayes - 0 nays

Ms. Lucasey moved, and Ms. Baron seconded, to appoint Ms. Kennedy as Clerk Pro Tem.

Vote: 7 ayes - 0 nays

At 8:34 PM, Ms. Stringer moved, and Ms. Lucasey seconded, to move back to the Public Meeting.

Vote: 7 ayes - 0 nays

17. Adjournment

At 8:35 PM Ms. Baron moved, and Ms. Johnson seconded, that the Board adjourn the meeting.

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Vote: 7 - ayes - 0 nays

18. Approved Minutes

18.01 Approved Minutes – April 13, 2021 meeting.



Loretta Tularzko
District Clerk