

DRAFT MINUTES



Tuesday, December 19, 2023
Business Meeting
7:00 PM
MS/HS Library

1. **Call to Order**

Ms. Lucasey called the meeting to order at 6:02 p.m.

Ms. Lucasey requested a motion to appoint Mr. Slentz to serve as the Clerk Pro Tem for executive session.

Ms. Stringer moved, and Ms. Sullivan-Nunes seconded, that the Board appoint Mr. Slentz as Clerk Pro Tem for executive session.

Vote: 7 ayes, 0 nays

2. **Proposed Executive Session**

BE IT RESOLVED that the Board hereby recesses into Executive Session for the following purposes: To discuss a due process complaint for student #14 with legal counsel, to discuss the appointment or promotion of certain administrative personnel, and to conduct an appeal proceeding on a student matter.

Ms. Hershberg moved and Ms. Nagarajan seconded, that the Board enter executive session at 6:03 p.m.

Vote: 7 ayes, 0 nays

Ms. Stringer moved and Ms. Nagarajan seconded, that the Board return to public session at 7:01 p.m.

Vote: 7 ayes, 0 nays

3. **Resume Public Meeting**

3.01 **Pledge of Allegiance**

At 7:09 p.m., Ms. Lucasey requested a motion to appoint Mr. Slentz to serve as the Clerk Pro Tem for the meeting.

Ms. Stringer moved and Mr. Wood seconded, that the Board appoint Mr. Slentz as Clerk Pro Tem.

Vote: 7 ayes, 0 nays

3.02 **Roll Call**

Ms. Jean Lucasey, President; Ms. Brooke Bass, Vice President; Ms. Shannon Stringer; Ms. Penny Sullivan-Nunes; Mr. Darren Wood; Ms. Pavithra Nagarajan; Ms. Rebecca Hershberg; Mr. Kenneth Slentz, Superintendent; Dr. Ron Clamser, Jr., Assistant Superintendent of Finance, Facilities and Operations; and Dr. Darrell Stinchcomb, Assistant Superintendent of Curriculum, Instruction, and Equity.

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3.03 Acceptance of the Agenda

Ms. Lucasey noted that action items 9.09 and 9.10 will be tabled until the January 9 meeting so that members of the Dobbs Ferry Schools Foundation can be present for item 9:09 and to allow Board members additional time to review the documents associated with item 9.10.

Ms. Sullivan-Nunes moved and Ms. Nagarajan seconded, that the Board accept the December 19, 2023 Agenda with the noted change to action items 9.09 and 9.10.

Vote: 7 ayes, 0 nays

3.04 Approval of Minutes

Ms. Bass moved and Ms. Hershberg seconded, that the Board approve the minutes of the November 28, 2023 meeting.

Vote: 7 ayes, 0 nays

4. BOE Correspondence

4.01 BOE Correspondence

The Board acknowledged receipt of correspondence regarding the 5th Grade Stepping Up Ceremony and a student residency issue.

5. Citizen Comments

5.01 Notice

The Board of Education values input from the entire Dobbs Ferry School District community. Although we do not engage in dialogue with the public at our Board of Ed business meetings, we are listening. Members of our school district community may comment on *any matter related to the meeting's approved agenda*. If you wish to address the board, please sign in with the District Clerk. Any group or organization wishing to address the Board must identify a single spokesperson. Please state your name for the record and keep your remarks to 3 minutes or less. 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.

Members of the community spoke on behalf of a family for whom the Board was scheduled to make a residency determination.

6. Announcements

Ms. Lucasey made the following announcement:

- School bus transportation: Residents of the district whose students will attend a non-public school in 2024-25 and require bus service must submit a request form online **by April 1, 2024** (even if placement has not yet been confirmed) to the Ardsley Transportation Department. To be eligible, students must be at least 5 years old, in grades K-12 (not preschool) and the school must be within 15 miles of their home. You must also meet the minimum district mileage requirements. To apply online, visit ardsleyschools.org and click on Departments >Transportation > Transportation to A Non-Public School. 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).

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The School Board has established a firm policy of not considering requests submitted after the deadline.

Mr. Slentz made the following announcements:

- The high school winter concert will be held December 20 at 6:00 p.m. in the high school auditorium.
- Thank you to students, staff, and parents for flexibility on the recent inclement weather day.

7. Board Committee Reports

7.01 Committee Reports

Ms. Sullivan-Nunes reported on the Facilities Committee December 5, 2023 meeting that included:

- An update on the short- and long-term plans for the removal of certain trees on our campuses.
- An update on the new protocol for building access/enhanced security.
- An update on management of the District's cleaning contractor.
- A review of renovations to the new, centralized Special Education Office that allows for an additional special class reading room at Springhurst.
- A review of possible upgrades to the District's athletic fields.

Additional information is available in the minutes from the committee meeting that are posted on the District website.

Ms. Lucasey reported out on the Policy Committee December 7, 2023 meeting that included:

- The status on the review of the Code of Conduct
- The District's compliance with NYSED data privacy requirements
- The proposed policy from NYSSBA on Artificial Intelligence and the technology leadership team's work on this.
- A student residency determination request and the applicable policies.
- First readings on policies 5205 and 5225.
- The review of the revised policy on timeout rooms and use of aversives.

Additional information is available in the minutes from the committee meeting that are posted on the District website.

Ms. Bass reported out on the Finance Committee December 12, 2023 meeting that included:

- The status of the corrective action plan related to the NYS Comptroller audit.
- The status of the risk assessment work by the District's Internal Auditor.
- An update on tax certiorari claims against the district and the status of the tax certiorari reserve.
- The 5-year Free and Reduced Lunch percentages and the positive impact of the direct enrollment procedure that is now in place.
- The review of the revised draft budget goals for the 2024-25 budget.

Additional information is available in the minutes from the committee meeting that are posted on the District website.

Ms. Bass reported out on the Student Activities and Athletics Committee December 14, 2023 meeting that included:

- The review of an overnight field trip request for the varsity baseball team.
- An update on the status of adapted physical education classes and unified sports in the District.
- A review of requests for athletic facilities upgrades and the work with the SAA and facilities committees on this.
- Participation by students in grades 7-12 in winter sports.
- A review of additional sports under consideration for the coming year.
- Planning for a review of student and staff wellness policies and initiatives.

Additional information is available in the minutes from the committee meeting that are posted on the District website.

Ms. Stringer reported out on the Special Education Committee December 15, 2023 meeting that included:

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- A review of the presentation from the Special Education administrative team that is being shared with the Board later in the meeting.

Additional information is available in the minutes from the committee meeting that are posted on the District website.

8. Board Report

8.01 Special Education Program Update

Ms. Kaplan and Ms. Grosso updated the Board on the recommendations for program improvement from the 2016 Program Audit. This included the number of students currently classified in the District, the expansion of the continuum of services for student with disabilities in the District, ongoing and increasingly targeted professional development for special education and related services staff, a focus on developing programs and training for improved reading outcomes for student with disabilities, and the change in management structure for students with section 504 accommodation plans.

The presentation is posted on the District website.

9. Board Actions

Ms. Lucasey requested a motion to combine action items 9.03, 9.04, 9.05, and 9.06 into a Consent Agenda.

Ms. Nagarajan moved and Ms. Stringer seconded, that the Board approve the creation of the Consent Agenda.

Vote: 7 ayes, 0 nays

Ms. Bass moved and Mr. Wood seconded, that the Board approve the Consent Agenda.

Vote: 7 ayes, 0 nays

9.01 Acceptance of the Audit Report

BE IT RESOLVED, that the Board of Education of the Dobbs Ferry Union Free School District, hereby move to accept the report of audit, titled Facilities Department Overtime for the period July 1, 2021 through March 31, 2023. This audit was conducted pursuant to Article V, Section 1 of the New York State Constitution and the State Comptroller's Authority as set forth in Article 3 of the New York State General Municipal Law.

Mr. Wood moved and Ms. Nagarajan seconded, to approve the resolution.

Vote: 7 ayes, 0 nays

9.02 Approval of the Corrective Action Plan

BE IT RESOLVED, that the Board of Education of the Dobbs Ferry Union Free School District hereby move to approve the Corrective Action Plan to the Audit Report on Facilities Department Overtime issued by NYS Comptroller's Office for the period July 1, 2021 through March 31, 2023.

Ms. Hershberg moved and Ms. Ms. Bass seconded, to approve the resolution.

Vote: 7 ayes, 0 nays

9.03 Budget Transfer - Special Education Tuition

BE IT RESOLVED, that the Board of Education of the Dobbs Ferry Union Free School District, hereby move to approve the following budget transfers to cover special education tuitions:

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Account	Decrease	Increase
A 2250-470-03-0000 Spec Ed-Tuition 9-12	\$60,000	
A 2250-470-01-0000 Spec Ed-Tuition K-5		\$60,000
A 2250-490-01-7200 Spec Ed BOCES K-5		\$40,000
A 2250-490-02-7200 Spec Ed BOCES 6-8		\$100,000
A 2250-490-03-7200 Spec Ed BOCES 9-12	\$140,000	

This item was approved on Consent.

9.04 CSE/CPSE Recommendations

WHEREAS the Committee on Special Education and Committee on Pre-School Special Education had issued to the Board by written confidential report dated December 12, 2023, 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 December 12, 2023.

This item was approved on Consent.

9.05 Personnel

BE IT RESOLVED, that the Board of Education of the Dobbs Ferry Union Free School District, hereby move to approve the Civil Service and Professional Personnel recommendations.

This item was approved on Consent.

9.06 Overnight Field Trip Request

BE IT RESOLVED, that the overnight field trip in April to Cooperstown for the Boys' Varsity Baseball team is hereby approved.

This item was approved on Consent.

9.07 Policy Revision - Second Reading

BE IT RESOLVED, that having satisfied the procedural requirements of policy 2410, the following policies are hereby adopted:

1. 4321 - Programs for Students with Disabilities Under the IDEA and New York's Education Law Article 89
2. 4321.7 Districtwide and Statewide Assessments of Students with Disabilities
3. 4772 - Graduation Ceremonies

Ms. Stringer moved and Mr. Hershberg seconded, to approve the resolution.

Vote: 7 ayes, 0 nays

9.08 Policy Revision – First Reading

The Board will conduct a first reading of the following policies:

1. Policy 5205
2. Policy 5225

Ms. Lucasey and Ms. Stringer provided an overview of the changes to each policy.

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9.09 Dobbs Ferry Schools Foundation Donation - Literacy Support

BE IT RESOLVED, that the Board of Education of the Dobbs Ferry Union Free School District, hereby move to accept a donation from the Dobbs Ferry Schools Foundation in the amount of \$30,000 to support K-5 literacy initiatives.

This item was tabled until the January 9, 2024 meeting.

9.10 Settlement Agreement

BE IT RESOLVED, that the Board of Education does hereby approve the Settlement and Release Agreements for Student No. 14; and

BE IT FURTHER RESOLVED, that the Board of Education does hereby authorize the Superintendent of Schools to execute such Settlement and Release Agreement on behalf of the District.

This item was tabled until the January 9, 2024 meeting.

9.11 Residency Appeal Determination

BE IT RESOLVED, that the Board of Education sustains residency appeal #3074620 and directs the Superintendent to notify the appellants of the Board's decision by December 19, 2023.

Ms. Sullivan-Nunes moved and Ms. Hershberg seconded, to approve the resolution.

Vote: 7 ayes, 0 nays

10. Acknowledgements

10.01 Warrants

The Board acknowledged warrant No. 0020 Multi.

11. Citizen Comments

Notice

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A community member thanked the Board for sustaining the appeal of a family regarding residency.

12. Old Business

Ms. Lucasey updated the Board on the status of Board goals for the year. The goals will be brought forward in January.

13. New Business

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None

14. Upcoming Meetings

14.01 Calendar

- Tuesday, January 9, 2024 - 7:00 PM - MS/HS Library - Business Meeting
- Tuesday, January 23, 2024 - 7:00 PM - MS/HS Library - Business Meeting

Ms. Lucasey announced that the Board has a retreat on January 27, 2024. This is Board governance training with Board members and Mr. Slentz.

15. Adjournment

Ms. Stringer moved and Ms. Nagarajan seconded, that the Board adjourn the meeting at 8:27 p.m.

Vote: 7 ayes, 0 nays

Ken Slentz
District Clerk Pro Tem