



**Tuesday, March 22, 2022
Business Board Meeting
7:00 PM**

1. Call to Order

2. Opening of the Meeting – 7:02 PM

2.01 Pledge of Allegiance

2.02 Roll Call

Ms. Tracy Baron, President; Ms. Shannon Stringer; Vice President; Ms. Rita Kennedy; Ms. Jean Lucasey; Mr. Massimo Bufalini; Ms. Penny Sullivan-Nunes; Ms. Brooke Bass; Dr. Lisa Brady, Superintendent; Mr. Ron Clamser, Jr., Assistant Superintendent of Finance, Facilities and Operations; Dr. Darrell Stinchcomb, Assistant Superintendent of Curriculum, Instruction and Equity and Ms. Loretta Tularzko, District Clerk.

2.03 Acceptance of the Agenda

Ms. Sullivan-Nunes moved, and Ms. Lucasey seconded, that the Board accept the March 22nd Agenda.

Vote: 7 - ayes - 0 nays

2.04 Approval of Minutes

Ms. Lucasey moved, and Ms. Sullivan-Nunes seconded, that the Board approve the minutes of the March 1,3,4,5 6, and 7, 2022 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.](mailto:boemeetingcomment@DFSD.org)

3.02 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.](#)

MINUTES

None.

4. Announcements

4.01 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, 2022**, in order to be included in the district's request for transportation next year. Requests for forms should be made to the 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.*

(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).*

4.02 Board Member Terms of Office

Three terms of office of the Dobbs Ferry Board of Education will be expiring on June 30, 2022:

*Three seats for three (3) year terms, July 1, 2022-June 30, 2025
Ms. Rita Kennedy, Ms. Jean Lucasey, and Ms. Shannon Stringer*

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 18, 2022. Twenty-five signatures of qualified voters in the district are required.

4.03 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, 2022**, 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, 2022.*

Additional Announcements

WPSBA

"Ed Law 2022" will be virtual meetings on March 24 and 31 at 9:30 am, please register through Loretta.

Virtual Prospective Board Member Workshop – April 4th at 6:30 PM – it is free for anyone wishing to learn more about being a Board member. Please go to wpsba.org for further information and to register.

5. Correspondence

5.01 BOE Correspondence

The Board acknowledged the following:

1. An email regarding an employee's retirement
2. Letter from resident regarding Village infrastructure

6. Committee Reports

6.01 Committee Reports

Student Activities & Athletics - 3/14

- Softball field – the committee discussed the scheduling of home games for the softball season since it isn't ready for play.

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- Coaches – spring coaching positions – all are currently filled.
- Lacrosse – there will be no JV Lacrosse this season.
- Golf – how are schools planning to deal with the schedule due to the bus schedule and golf tee times? Andrew is reaching out to schools to get information.

Facilities - 3/21

The committee received an update on the following items:

- Softball field – On 3/15, the committee was joined by Tetra Tech, and Calgi Construction and Matt Arone representing the Diamond Club. They discussed the progression of the softball field project and some of the circumstances contributing to the project's delays. Tetra Tech acknowledged that they inspected the field in early December and should have notified the district then of the likelihood of the field not being ready for the start of softball season. On 3/18, Ron, Dave and Matt Arone met with Tetra Tech, Calgi Construction and the softball field contractor DeRosa Sports to review the status of the outfield sod and reported that while the sod has knitted, additional growth is necessary before they can begin to mow and fill in any low spots. The irrigation system is not completely installed and the infield clay is saturated and soft and needs to dry out and firm up. The team decided to meet on site every two weeks to monitor the field's progress.
 - The district has invited the softball parents to a virtual meeting on Thursday the 24th at 6:30pm to give an update on the project.
- Springhurst Playground - Several meetings have occurred between Julia, Dave, Ron and the playground designer regarding the plan of repurposing the new kindergarten playground items that are in the 5-12 age range to the lower playground to replace the existing old equipment and installing new age appropriate items in the kindergarten playground. We are waiting for the playground designer to provide us with updated renderings of the new kindergarten and lower level playgrounds.
- There's interest from the PTSA to help fund an upper playground climbing structure, and also to fund some equipment at the middle school, but all those details have to be worked out because, there's a lot that goes along with installing such equipment.
- Phase 2 Capital Project Remaining Funds – Ron will update the committee at the 4/25 meeting.

To view the entire meeting visit our website under the News and Views tab and click on TV Programming/Video

7. Report to the Board

7.01 Preliminary 2022-2023 Budget Preparation

Dr. Lisa Brady, Superintendent, and Mr. Ron Clamser, Jr., Assistant Superintendent of Finance, Facilities and Operations, reviewed the Preliminary 2022-2023 Budget Preparation.

Dr. Brady explained the budget challenges & unknowns, key financial considerations and budget highlights:

Budget Challenges & Unknowns

- State Aid (*Legislative budget due April 1*)
- Federal Funding
 - CARES Act multi-year funding
- Kindergarten Enrollment Projections
- Impact of COVID-19
 - Student surveillance testing & test to stay
 - Ongoing programs to respond to student needs
 - Expand SEL, mental health & wellness
 - Academic interventions
- Environmental Health & Safety
 - Cleaning, PPE, and air quality

Key Financial Considerations

- Reflects contractual increases for staff

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- Savings related to staff retirements
- Reflects the rising cost of employee health insurance and state pension contributions
- Estimates an increase in State Aid
- Projects an increase in kindergarten enrollments
- Staff needs relating to student mental health and wellness

22-23 Budget Highlights

- Stays within the statutory tax levy limit
- Adds 1 school counselor – HS – (\$135,000)
- Adds 2 special Ed teachers
 - 1 HS (\$130,000)
 - 1 SH (\$130,000)
- Adds additional administrative support for Springhurst
 - Teacher on assignment/Dean (\$67,000)
- Supports for student mental health and social emotional learning (CARES Act Funds)
 - School Psychologist (\$105,000)
 - Behavior Intervention Monitoring
 - Assessment System (\$6,200)
 - Panorama Survey Instrument (\$7,500)
- Adds instructional supports and expands current curriculum (CARES Act Funds)
 - Teaching Assistant (\$31,000)
 - Expanded ELA & MATH Academies (\$32,000)
 - Summer Academic Enrichment (\$11,000)
- Increases building security guards and cameras
 - Security guards (\$55,000)
 - Security cameras (\$174,000)
- Enhances building cleaning and maintenance
 - Additional cleaners (\$86,000)
 - Additional maintenance (\$130,000)

Ron Clamser continued by explaining the Board was interested in receiving more budget details. So, they added summary slides and some more detailed slides that drill down into some of the department expenditures.

Dobbs Ferry, given all of the equations, would be able to go up to the \$42,107,564 that represents a 2.84% maximum levy increase over the current year levy.

The slides included:

- How do you build a school budget?
 - Step 1: Calculate the Maximum Allowable Tax Levy
 - Step 2: Project the Revenues
- State Aid Detail
 - Step 3: Project the Expenditures - \$51,377,271 (preliminary)
- Summary of Preliminary Expenditures
- Personnel by Building
- Athletics
 - Coach Stipends & Student Participation (Fall)
 - Coach Stipends & Student Participation (Winter)
 - Coach Stipends & Student Participation (Spring)
- Preliminary Tax Rate Calculation
- Historical Trend
- What Happens if the Budget Does Not Pass?
- 2022-23 Budget Preparation Calendar

Question:

How do we decide whether we can run a team or whether it's something we need to try to do via a merged team?

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We decide on a merged team if we don't have enough kids to field a full team. For example, we have two kids interested in hockey and need 20 kids to make up a team. That's when we try to find a merged team for those students. We also will merge a team if we don't have a facility like swimming, so we look to see if we have interested kids and then find a school with the swimming pool and merge with them.

Can you explain the equipment cycle process?

There are certain items we order each year, such as balls, mouth guards, shin guards, etc., which are items we must have.

Varsity uniforms are replaced on a three-year cycle, and our old uniforms are passed down to JV or modified teams.

Also, every year, we buy a few new baseball helmets, football helmets, and shoulder pads, just so we can keep replenishing.

The budget numbers being presented are preliminary. A couple of things can change.

1. If the Board chooses to go with a lower tax levy.
2. If we decide that we need to trim some of the budget, or if state aid numbers come in higher that will change the revenue side.

What happens if a school budget doesn't pass?

If the voters do not pass the school budget, the board has the following options:

- a. The board can present the original budget to the voters for a second vote.
- b. The board can present a revised budget to the voters.
- c. The board can immediately adopt a contingency budget without going to the voters.

Note: Should the original budget fail in a second vote, or should a revised budget fail, then the board would be forced to adopt a contingency budget.

The Board thanked Dr. Brady, Mr. Clamser and Andrew Klaich.

8. Board Discussion

8.01 Discussion of Preliminary 2022-23 Budget

Ms. Baron and Ms. Stringer lead the discussion as follows:

- History of the Tax Levy in Dobbs Ferry
- Tax Certiorari Reserves After the Landing Settlement
- Landing Settlement's Impact on School Taxes
- Options for Use of Excess Tax Certiorari Reserves
- Analysis of Possible Reduction in Tax Levy

The 2.19% increase as a result of the reduced assessment for The Landing, makes everybody's taxes including The Landings go up 2.19%.

Over time, a lower tax rate does tend to mean higher property value, which does tend to be higher assessment, which actually ends up needing higher tax.

Next, the Board had a lengthy discussion regarding Tax Certioraris, reserve fund account limits, and bond ratings.

Ron will bring back budget suggestions to the Finance Committee on April 5th and will double check with David Shaw, to see if there's any type of resolution or actions that the Board would take in relation to adopting the budget.

The Board thanked Mr. Clamser for his patience with all of our questions.

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9. Board Actions

9.01 Quad Management Transportation Services Agreement

Ms. Kennedy moved, and Ms. Lucasey seconded, that the Board approve a Quad Management Transportation Services Agreement between the Quad Villages (Ardsley, Dobbs Ferry, Hastings and Irvington) to a one (1) year municipal cooperation agreement, commencing on July 1, 2022 and terminating on June 30, 2023, for the purposes of providing the administration and management of transportation services to resident pupils attending schools within each of the Quad school districts or non-public schools.

Vote: 7 - ayes - 0 nays

The Board would like Joe Urbanowicz, Transportation Coordinator, to give a report on the NYS electric school bus plan.

9.02 Personnel

Ms. Lucasey moved, and Mr. Bufalini seconded, that the Board approve the Professional Staff Personnel recommendations.

Vote: 7 - ayes - 0 nays

10. Acknowledgements

10.01 Warrant

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

11. Citizens Comments

11.01

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11.02 Notice

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None.

12. Old Business

None.

13. New Business

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Due to the spring break, the Board decided to forego a special meeting on April 19th. As a result, the board will not be voting on the SWBOCES Administrative Budget and Trustees this year.

14. Upcoming Meetings

14.01 Calendar

Tuesday, April 12, 2022 – 7:00 PM – MS/HS Library

- Budget Adoption

Tuesday, April 26, 2022 - 7:00 PM - MS/HS Library

The Finance Committee will meet on April 5th, prior to the April 12th budget adoption meeting.

If all Board members are in attendance, it will be noticed as a special meeting of the Board.

15. Executive Session

15.01 Executive Session

At 9:03 PM, Mr. Bufalini moved, and Ms. Bass seconded, that the Board recesses into Executive Session for the following purposes: *to discuss the employment history of particular candidates for appointment to the position of superintendent of schools.*

The Board would not be returning to public session to take any action(s).

Vote: 7 - ayes - 0 nays

Ms. Lucasey moved, and Mr. Bufalini seconded, to appoint Ms. Stringer as Clerk Pro Tem.

Vote: 7 ayes - 0 nays

At 10:40 PM, Ms. Lucasey moved, and Mr. Bufalini seconded, to move back to the Public Meeting.

Vote: 7 ayes - 0 nays

16. Adjournment

At 10:41 PM, Ms. Sullivan-Nunes moved, and Ms. Bass seconded, that the Board adjourn the meeting.

Vote: 7 - ayes - 0 nays



17. Approved Minutes

17.01 February 1 and 15, 2022

Loretta Tularzko
District Clerk