



**Tuesday, March 8, 2022
Business Board Meeting
7:00 PM**

1. Call to Order

2. Opening of the Meeting – 7:03 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. Lucasey moved, and Ms. Bass seconded, that the Board accept the March 8th Agenda.

Vote: 7 - ayes - 0 nays

2.04 Approval of Minutes

Mr. Bufalini moved, and Ms. Lucasey seconded, that the Board approve the minutes of the February 1 and 15, 2022 meetings.

Vote: 7 - ayes - 0 nays

3. Citizens Comments

3.01 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.

A parent member of the Diamond Club came to seek information on the status of the softball field and any possible alternatives.

4. Announcements

MINUTES

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.

Any Board member wishing to attend the WPSBA "Ed Law 2022" virtual meetings on March 24 and 31 at 9:30 am, please register through Loretta.

PTSA

- They just wrapped up the Read-athon at Springhurst which raised just over \$56,000.
 - That money will be used to build a rock climbing wall at Springhurst
- The Spiritwear store will be open next week.
- March 18 is the next Walk to School event. There will be a coffee truck. It will also be a meet and greet for Leah Grabelsky.
- They are looking for helpers to transport unused food that the restaurants in Dobbs are gathering for the Food Pantry on Wednesday mornings. Please reach out to the PTSA president if you are interested.

5. Superintendent's Report

- Dr. Brady apologized for the Delayed Opening and subsequent closing of Springhurst today due to a tree falling and a power outage.
- MYP Reauthorization Visit – Tuesday, Wednesday and Thursday of this week. A huge thank you to Jen Hickey and the MS/HS Team.
- Surveillance Testing Tomorrow – unless there is a weather-related reason. We will continue the testing until NYS stops funding the program.
- High School Theater Arts Showcase – Thursday, March 10 at 7:00 PM.
- Parent Teacher Conferences will be taking place virtually at Springhurst on 3/16 and 3/23. Please sign up using Pick A Time.

6. Correspondence

MINUTES

6.01 BOE Correspondence

The Board acknowledged the following:

1. Three emails regarding the Landing litigation and proposed settlement
2. An email thanking the BOE for the handling of the Landing litigation
3. Two emails regarding optional masks

7. Committee Reports

7.01 Committee Reports

Curriculum & Instruction - 2/16

- We discussed the extra support incoming Springhurst Kindergartners would need.
- Discussed the possibility of moving the birthday cutoff date for Kindergarten from December 31 to December 1. No decision has been made.
- Discussed professional development amongst all the staff. A lot is going on in Math, ELA and SEL. There is a lot of PD in Math, ELA, SEL using in house people and BOCES to help with the professional development.
- Lastly, there was a discussion of the new Assistant Principal at Springhurst who will be starting March 14.

Facilities - 2/28

The committee received an update on the following items:

- Security cameras replacement project
 - The District has been investigating and checking the condition of the cameras.
 - The current cameras are beyond their useful life expectancy, or have reached their life expectancy.
 - We are experiencing a lot of different functional issues with the cameras.
 - The new cameras come with a 10-year license and full replacement of anything during the 10- year period.
 - The project will be financed through BOCES over five years.
 - It will be completed during the summer.
- The capital project
 - MS/HS Auditorium:
 - Theater work is continuing through spring 2022.
 - Contractors expect delivery of delinquent supplies from manufacturers the week of 3/27/22.
 - Estimated time of completion is April 2022.
 - MS/ HVAC and roofing
 - Nine of the units are scheduled to be replaced in phase three over the summer.
 - The controls are installed to help with inconsistency with the temperatures inside.
 - The remaining ceilings will also be completed in phase three.
 - The contractor is currently working on the punch list which is created at the end of every project with Tetra Tech.
 - Springhurst Softball Field
 - The bleachers are expected to arrive sometime in May.
 - Hopefully the remaining work and additional work requested is being completed weather permitting.
 - The design team and the contractor have recommended that we not use the softball field till September of 2022.
 - Because the field needs to knit properly
 - We do not want in any way to jeopardize the warranty by playing on it

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- The Committee discussed a little bit about future planning. Since our numbers have not really trended in an upward trajectory, we're going to hold off until we see exactly what happens prior to any type of expansion.
- Kindergarten playground
 - Equipment is going to be repurposed and moved to the other playground.
- Embankment Erosion
 - Ron shared with the committee representatives from Tetra Tech are still developing options for the embankment erosion mitigation project, and we are waiting to have a meeting with Metro North.

Finance – 3/1

- It was noticed as a Virtual Special Board meeting with all Board members, David Shaw the school attorney and various community in attendance.
- David Shaw discussed the various reserve accounts that school districts are permitted to establish and discussed how much the district has in reserve for The Landing tax certiorari
- The committee asked that Ron to prepare a report about what the different options are in terms of where this money can go so the Board can make a decision that will most benefit.
- Lisa and Ron shared the draft 22-23 budget presentation that we're going to see tonight.

Special Ed - 3/1

- The Committee reviewed the CSE/CPSE recommendations.
- They discussed the increased extended school year programming for Springhurst students .
 - It is six weeks of instruction and or therapy services in July and August.
 - First grade students especially have been lagging in reading from COVID related learning loss and the extended school year will address demonstrated regression in skills.
- Miss Laurie Bauer will be serving in a contracted service role to fill in for assistant director Linda Flanagan. The Board will be asked to approve the independent contractor services agreement for Ms. Bauer later tonight.

Personnel - 3/1

- The Committee reviewed the Personnel recommendations for tonight's meeting.

School & Community Relations - 3/8

The Committee discussed the following:

- The community engagement questionnaire - they continue to make revisions. We are not planning on sending it out until after the budget vote but before the June rush.
- The budget newsletter - Liz is going to work on this and the committee will go over it once the narrative is finalized.
- Various ways to inform the public so that it stays as transparent as possible.
- The Diversity Career Fair.
- First Responder month – May.
- How to make the Board meeting information more accessible by possibly adding a banner on the main website of the district homepage that would go up the day before the BOE meetings with the link for anybody who wants to virtually attend the meeting or to get the information about the process to make a public comment. It would be posted starting the day before and lasting until the end of the board meeting.

8. Report to the Board

8.01 BOE - COVID Update and Information

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Vaccination	Springhurst	Number	Percentage	Middle	Number	Percentage	High	Number	Percentage
Students		63	11%		86	24%		180	40%
Staff		117	95%		61	97%		79	94%
COVID CASES (year totals)	Springhurst Year Total			MS Year Total			HS Year Total		
Students		112			84			95	
Staff		19			14			33	
Quarantine (year totals)	Springhurst			Middle			High		
Students		14			0			14	
Staff		0			0			1	
Surveillance testing	Springhurst	Number	Percentage	Middle	Number	Percentage	High	Number	Percentage
Students		430	61%		162	35%		173	38%
Staff		90	73%		48	47%		30	35%

Dr. Brady updated COVID and quarantine cases by each school:

- So our vaccination numbers are pretty much the same
- Several parents have reached out to ask how they might be able to be helpful in trying to get more accurate numbers around student vaccination because we still believe that the numbers that we have seem low.
- There might be a push to ask parents to please complete the vaccination survey especially if your children have been vaccinated, so that we have more accurate numbers.
- Even though the masking guidance has changed, what has not changed is that unvaccinated adults still need weekly surveillance testing.

8.02 Budget Presentations - 2022-2023

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

Dr. Brady thanked everyone at the meeting for all their input and work that goes into creating the budget, especially Ron, who is working very hard to create a workable budget. Thanks to all of our administrators here this evening taking time out to be here.

Next Dr. Brady and Mr. Clamser went through the presentation.

Dr. Brady explained the budget challenges & unknowns

- State Aid (*Legislative budget due April 1*)
- Kindergarten Enrollment Projections
- Impact of COVID-19
- Ongoing programs to respond to student needs
 - Expand SEL, mental health & wellness
 - Academic interventions
- Environmental Health & Safety – COVID costs and PPE, air filtering products

Next, Dr. Brady went through the 22-23 Budget Highlights

- Stays below the Tax Cap
- Adds 1 school counselor – HS
- Adds 2 special Ed teachers – 1 HS – 1 SH
- Adds additional administrative support for Springhurst
 - Teacher on assignment/Dean
- Supports for student mental health and social emotional learning

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- Adds instructional supports and expands current curriculum
- Increases building security guards and cameras
- Enhances building cleaning and maintenance

Next Ron Clamsner, continued with the presentation that included:

- How do you build a school budget?
- Step 1: Calculate the Maximum Allowable Tax Levy
- Step 2: Project the Revenues
- Step 3: Project the Expenditures
- Summary of Expenditures
- Salaries & Benefits
- Personnel by Building
- Debit Service & Interfund Transfers
- BOCES
- Operations & Support
- Special Education
- Central Administration
- Project the District Enrollments
- Building Allocations

Question:

Is the tax base growth factor set?

The tax base growth factor has been established, but some of the exclusions may potentially change. One exclusion is the state aid that we receive on our building project. And so depending upon how the state budget comes in, if there's adjustment in our state aid, we will have to adjust that number slightly.

Question (Personnel by Building):

Are the FTE numbers current or proposed?

They are proposed.

Do you know the changes from the current adopted budget?

I don't because we didn't present a slide like this before so this is new information.

It would be interesting to see the numbers for comparison.

Why are custodial services going up a huge amount?

That's all of our custodial services, so that includes the contract custodial fee - the evening cleaners and the daytime cleaners that we have are contractors that are not within our personnel budget, and increasing some of the contracted FTEs so we can have additional support cleaning.

Where does the CPI input come from?

The CPI that we utilize for budgetary purposes and school contracts is the December to December average CPI that comes through the state.

Schools and Department presenters:

Springhurst – Dr. Julia Drake

- Building Allocations (non- Personnel)
- Budget Priorities
- Enrollment numbers
- Average class size
- Enrichment & Cultural Arts
- Co-Curricular Activities

Middle School – Patrick Mussolini

- Explained the Budget priorities
- Enrollment numbers
- Average class size
- Co-Curricular Activities

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High School – Dr. John Falino

- Explained the Budget priorities
- Enrollment numbers
- Average class size
- Co-Curricular Activities

Special Education – Jean Gismervik

- Explained the Budget priorities
 - COVID has affected student need, referrals and budget projections
 - Best Practices – Prevention and response to increased needs – MTSS (multi-Tiered Support Systems)
- Enrollment numbers

Athletics & Health Services – Andrew Klaich

- Explained the Athletics & Health Budget Priorities
- Athletics & Nursing
- Varsity & Jr. Varsity Sports numbers
- Modified & Merger Sports numbers

Question:

Are the sports team student numbers current?

Winter numbers are current, spring numbers are from 2021 since the spring season didn't begin yet.

Why doesn't the budget include an amount for merged sports?

Merged sports typically don't cost the District anything. The sponsoring district pays for the coach. Any other costs for merged-sports programs are paid by the parents of the student-athletes who participate, including transportation, equipment.

Do we only merge at the Varsity level?

Yes.

Do you have a slide that shows how much money is spend on each sport?

No.

Operations & Support – Terance Huyter and Dave Robertin

Terance Huyter – Director

- He thanked his CIO, Diane Newell, who is retiring in June.
- He explained Technology priorities:
 - Reorganize instructional tech/CIO position
 - Replace and expand new district WiFi
 - Overhaul of security cameras and intrusion alarm system
 - Chromebook replacements and 1:1 additions
 - Classroom technology upgrades
 - Enhanced automated emergency messages

Question

Is there a seamless pass off if an emergency arises to a high level that goes directly to the police?

Yes, when an alert goes out, the police are notified through text and email, as well as they have a portable radio in the police station.

Dave Robertin – Director

- He explained the Facilities Budget Priorities
 - Increasing contract custodial FTE to enhance cleaning of buildings
 - Expand contract security guards to enhance daytime and evening coverage
 - Update MS/HS offices (paint, carpet, etc.)
 - Flooring for remaining 5th grade classrooms
 - Painting/updating classroom spaces
 - Misc. concrete sidewalk repair & replacement
 - Additional Springhurst playground enhancements
 - Supporting the completion of the Capital Project construction & implementation of Phase II projects from remaining Capital Project funds

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Comment:

- In addition to getting ready for September, we'll have work going on with the capital project. None of that work happens without somebody from our facilities department on site supporting the contractors making sure that buildings are open, and then getting behind them and cleaning up to make sure classrooms are ready.

Assistant Superintendent – Darrell Stinchcomb

- Curriculum, Instruction, & Equity highlights included:
 - Diversity & Equity Initiatives
 - K-8 Math Program
 - Science 21 Continuation
 - International Baccalaureate (DP/MYP)
 - Ongoing Curricular Revision
 - Grading Practices/Reporting
 - Innovation in Instruction – Inquiry/Student
 - Effective & Balanced Technology Use
 - Student Social & Emotional Health

Ron Clamser gave a summary of the following:

- 2022-23 preliminary expenditures
- Preliminary tax rate calculation
- Historical Trend of the budget
- The remaining 2022-2023 budget calendar dates

Question

When will the Board have a chance to give their feedback as what's been presented is very preliminary? We will be going over the budget at the Finance Committee that we will present at the April 12th Board meeting.

So there's nothing planned for the March 22 meeting?

Not at this time.

Is there a way to correlate the initiatives to an actual dollar amount?

I don't know that you would be able to see the itemized budget line by line correlated to each one of these initiatives, because these initiatives might hit several budget codes. I'll defer to the Superintendent on that.

Can we get this tax increase down a little bit?

What can we do without that back and forth with some numbers attached?

What's our first priority? Second priority? How can we remove an item without something?

Can we get a little more information so we will have help to make those calls?

Can we think through how to organize a discussion for our next meeting that will be manageable for Ron?

Do you want to not go to the allowable tax levy cap?

If the answer to that is yes, we need to look at the budget in its totality.

I think between now and 3/22, we need to decide what we want Lisa and Ron prepare for the March 22nd Board meeting.

The Board thanked Dr. Brady and Mr. Clamser for all the work that it takes to bring a budget to the Board.

All of the Administrators and presenters thanked the Board, Dr. Brady, Mr. Clamser and all their colleagues for their work on the budget process. They also thanked Dr. Brady for her eleven years as the Superintendent in the District. She will be missed.

9. Board Actions

Mr. Bufalini moved, and Ms. Sullivan-Nunes seconded, that the Board approve the items 9.01, 9.03, 9.04, 9.05, 9.07, and 9.08 as a Consent Agenda.

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Vote: 7 - ayes - 0 nays

Ms. Kennedy moved, and Ms. Bass seconded, that the Board approve items 9.01, 9.03, 9.04, 9.05, 9.07 and 9.08.

Vote: 7 - ayes - 0 nays

9.01 Independent Contractor Services Agreement

The Board of Education of the Dobbs Ferry Union Free School District approved the Independent Contractor Services Agreement with Laurie Bauer for special education administrative services.

9.03 2022-2023 Budget & Trustee Vote Vendors

The Board of Education of the Dobbs Ferry Union Free School District approved the following authorized vendors in connection with the 2022-2023 Budget & Trustee Vote:

Westchester Board of Elections

- Four voting machines & three privacy booths
- Poll books
- Poll lists - Active, Military, and Permanently Disabled

Ron's Trucking

- Delivery and return of voting machines and privacy booths to the Board of Elections

Phoenix Graphics

- Ballot printing and shipping

Party Line Rentals

- Twelve stanchions & eight ropes

9.04 Participation in SWBOCES Bids

The Board of Education of the Dobbs Ferry Union Free School District agreed that the District participate with other school districts of the Southern Westchester Board of Cooperative Educational Services in their cooperative bidding service for 2022-2023 as per the attached list.

9.05 Provision of Computer Services from SWBOCES

The Board agrees to enter into a contract with the Southern Westchester BOCES, for the provision of computer services requiring the purchase of hardware and software (security cameras and licensing) in an amount not to exceed \$175,000 plus applicable interest for a period of five years.

9.07 CSE/CPSE Recommendations

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 February 28, 2022, 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 authorizes and directs the administration to immediately arrange for the special programs and services as set forth in said report dated February 28, 2022.

9.08 Personnel

MINUTES

The Board approved the Civil Service and Professional Staff Personnel Recommendations.

Vote: 7 - ayes - 0 nays

9.02 2022-2023 District Calendar

Ms. Lucasey moved, and Mr. Bufalini seconded, that the Board adopt the 2022-2023 District Calendar.

Vote: 7 - ayes - 0 nays

9.06 Partial Tax Exemption For Qualified Persons Aged 65 or Older and For Qualified Persons With Disabilities and Limited Income

Mr. Bufalini moved, and Ms. Kennedy seconded, that the Board move on the following resolution:

RESOLVED, that real property owned by one or more persons, each of whom is 65 years of age or over, or who qualify as persons with disabilities and limited income as defined by Section 459-c of the Real Property Tax Law, shall be exempt from taxation by the Board of Education of the Dobbs Ferry UFSD of the town of Greenburgh in Westchester County, State of New York, to the extent of 50% of the assessed valuation thereof, subject to the provisions and limitation contained in Sections 467 and 459 of the Real Property Tax Law of the State of New York; provided however, that the property is vested in either spouse, the combined income of both spouses for the income tax year immediately preceding the date of making the application for exemption is \$37,399.99 or less. This exemption would be in effect from July 1, 2022, through June 30, 2023.

<u>Annual Income</u>	<u>Percentage of Assessed Value Exempt from Taxation</u>
Up to and including \$29,000.00	50%
\$29,000.01 to \$29,999.99	45%
\$30,000.00 to \$30,999.99	40%
\$31,000.00 to \$31,999.99	35%
\$32,000.00 to \$32,899.99	30%
\$32,900.00 to \$33,799.99	25%
\$33,800.00 to \$34,699.99	20%
\$34,700.00 to \$35,599.99	15%
\$35,600.00 to \$36,499.99	10%
\$36,500.00 to \$37,399.99	5%
\$37,400.00 or more	Not Eligible

Vote: 7 - ayes - 0 nays

10. Acknowledgements

10.01 Treasurer's Report

The Board acknowledged receipt of the Treasurer's Reports for December 2021 and January 2022.

10.02 Warrant

The Board acknowledged the following warrants:
Warrant No. 44 and 46 Multi.

11. Citizens Comments

11.01 Notice

MINUTES

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A community member shared his opinions on the questionnaire being distributed after the budget/trustee vote, Kindergarten playground; parents paying out of pocket for sports the District does not support; staff resignations/retirements; classical education; and Common Core.

12. Old Business

None.

13. New Business

None.

14. Upcoming Meetings

14.01 Calendar

Monday, March 14, 2022 - 8:00 PM

- Virtual Special Meeting - Executive Session

Tuesday, March 22, 2022 - 7:00 PM - MS/HS Library

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

- Budget Adoption

The Board will make a decision closer to 3/22 whether the meeting will be in-person or virtual.

15. Adjournment

At 9:30 PM, Ms. Lucasey moved, and Mr. Bufalini seconded, that the Board adjourn the meeting.

Vote: 7 - ayes - 0 nays



Loretta Tularzko
District Clerk