

BOARD OF EDUCATION
OSSINING UNION FREE SCHOOL DISTRICT
Ossining, NY

Work Session/Special Meeting
Anne M. Dorner Middle School Cafeteria

7 February 2011
Work Session/Special Meeting: 7:30 p.m.

MINUTES

Present: Ms. Cindy Winter, *President*; Ms. Dana Levenberg, *Vice President*; Dr. Kimberly Case, Mr. Charles Cooks, Ms. Amanda Curley, Mr. Bill Kress

Others

Present: Dr. Phyllis Glassman, *Superintendent of Schools*; Mr. Raymond Sanchez, *Deputy Superintendent*; and Dr. Angela White, *Assistant Superintendent for Elementary Education and Administrative Services*, Ms. Linda Carpenter, *Executive Director of Finance and Operations*

Absent: Ms. Alice Joselow

I. Call to Order – President

President Cindy Winter called to order the 7 February 2011 Special Meeting of the Board of Education at 7:33 p.m.

II. Pledge of Allegiance

Charles Cooks led all those present in the Pledge of Allegiance.

Ms. Cindy Winter recognized the 27 AP Scholars, 7 with honors and 6 with distinction.

III. Work Session

• ***Special Recognition***

Dr. Glassman presented the Board of Education with two framed copies of the awards that the Ossining Union Free School District received from the New York School Public Relations Association (NYSPRA) for Overall Graphics and Design for our O-Gram and for Community Newsletter for our O-Gram were presented. Credit was extended to our Public Information Assistant, Maja Tarateta. Board Vice President Dana Levenberg was present at the New York State School Boards Association recognition luncheon to accept this award on behalf of the Board of Education. The certificates presented to the Board of Education by Dr. Glassman were accepted by Cindy Winter and Dana Levenberg.

At this time item D-1 was moved up in the agenda.

Bill Kress moved and Dana Levenberg seconded the motion to move Resolution D-1.

D-1 Resolution Regarding Professional Staff Tenure Appointments

I move upon recommendation of the Superintendent of Schools the Board of Education grant tenure to the staff members so noted.

<i>Name</i>	<i>Building</i>	<i>Tenure Area</i>	<i>Date of Prob. Appointment</i>	<i>Tenure Date</i>	<i>Comments</i>
Patrick Wheeler	OHS	Social Studies 7-12	1/10/08	1/31/11	None

Motion Carried: 6-0

Mr. Sanchez recognized both Patrick Wheeler and Terry Velez-DeLeon who were in the audience.

- ***Facilities Improvement Planning: Update***

Superintendent of Schools, Dr. Phyllis Glassman prefaced the Board meeting for this evening with a speech regarding Facilities Improvement Planning and introduced Executive Director of Finance and Operations, Ms. Linda Carpenter.

Ms. Carpenter spoke about the SEQRA (State Environment Quality Review Act) Review. Consultant Mr. Robert Peake from John Meyer Consulting spoke about the SEQRA process. There was a unanimous consensus on naming JMC Lead Agents for purposes of the environmental review.

- ***Tour of Anne M. Dorner Middle School***

Mr. Sanchez introduced the Geddis Partnership and Arris Contracting Construction who will be leading the tour for this evening.

The Architects then took the audience and Board of Education members on a tour of the proposed renovations for Anne M. Dorner Middle School.

Following the tour, Mr. Sanchez presented an update regarding Facilities Improvement focusing upon Ossining High School and introduced Architect Barbara Geddis from Geddis Partnership and John Patrick Jackson, Project Manager at Arris Contracting to help explain the Facilities Improvement Planning Process.

Following the presentation, there were comments and questions by the Board of Education.

The following audience members were recognized:

- Sarah Arbitrio – OTA President
- Beth Sniffen – Stormytown Rd
- Steve Varvaro – Revolutionary Rd
- Sue Montgomery – Feeney Rd
- Jackie Marcheck – Brook Club Drive

- ***Revised Five-Year Capital Projects Plan: Budget Projections***

Director of School Facilities, Operations and Maintenance Mr. Kenneth Waldron presented the “Five Year Capital Plan: A Plan for the Future” to the Board of Education. Mr. Waldron reviewed and revisited projections for the District’s Long Range Capital Plan and presented revisions, information regarding anticipated budget projections for the 2010-2011 through 2014-2015 school years to the Board of Education.

Following the presentation questions and comments were made by the Board of Education.

- ***Community Engagement and Communication: Acknowledgement of Report***

Under the leadership of the Deputy Superintendent Raymond Sanchez and Assistant Superintendent for Elementary Education and Administrative Services Angela White, a Communications Task Force was created. The Task Force assessed the effectiveness of various methods of communication and created an action plan designed to enhance communication with the community, residents, and parents/guardians; strengthen school, parent/guardian, and community partnerships; and enhance the engagement with the public at large. New, innovative, and effective methods of communication were identified. The Board of Education acknowledged receipt of the report and recommendations as well

as indicated that the report will be posted on the District Web site.

IV. Special Meeting

Section A – Business of the Board

Bill Kress moved and Dana Levenberg seconded the motion to move Resolutions A-1-A-5.

A-1 Resolution Appointing Additional Consultant for the 2010-2011 School Year

RESOLVED, that the Board of Education hereby authorizes the Superintendent of Schools to engage the services of the following consultant for the 2010-2011 school year at fees not to exceed the amounts noted below.

<i>Name of Consultant</i>	<i>Brief Description of Expertise</i>	<i>Descriptive Need for Consultant</i>	<i>Consultation Fee Not to Exceed</i>
Jaimee Semsky	Adjunct professor of theatre at Westchester Community College	To provide musical direction for spring musical "Honk Jr." at Anne M. Dorner Middle School: auditions, rehearsals, technical run-throughs, dress rehearsals, and 2 performances	\$3,000

A-2 Motion to Accept the Minutes of the Regular Meeting of 15 December 2010

I move that the Board of Education approve the minutes of the Regular Meeting of 15 December 2010.

A-3 Motion to Accept the Minutes of the Executive Session of 5 January 2011

I move that the Board of Education approve the minutes of the Executive Session of 5 January 2011.

A-4 Motion to Accept the Minutes of the Work Session and Special Meeting of 10 January 2011

I move that the Board of Education approve the minutes of the Work Session and Special Meeting of 10 January 2011.

A-5 Resolution Acknowledging Receipt of the Community Engagement and Communication Report

Upon the recommendation of the Superintendent of Schools, I move that the Board of Education acknowledge receipt of the Community Engagement and Communication Report entitled "Communications Action Plan, Rethinking How We Reach Out To Parents, Businesses, And Community Members" [attached] for the 2010-2011 school year.

Motion Carried: 6-0

Section B – Curriculum and Instruction

Charles Cooks moved and Kimberly Case seconded the motion to move Resolution B-1.

B-1 Motion to Accept Recommended Placements of Special Education Students

I move that the Board of Education accept the recommended classifications, placements and related services recommended in the IEP for students as recommended by the Committee on Special Education and Sub-Committees on Special Education in meetings held on December 6, 8, 10, 12, 13, 14, 15, 16, 17, 20, 21, 22, January 1, 4, 5, 6, 10 and direct the administration to arrange for the appropriate placement as set forth.

Motion Carried: 6-0

Section C – Business Matters

Bill Kress moved and Dana Levenberg seconded the motion to move Resolutions C-1-C-10.

C-1 Motion to Approve Treasurer’s Reports for the Months of September, October and November 2010

I move that the Treasurer’s Reports for the months of September, October, and November 2010 be approved and placed on file with the District Clerk.

C-2 Motion to Approve Budget Reports for the Months of September, October, and November 2010 and F Fund for July and August 2010

I move that the Board of Education approve the Budget Reports of September, October, and November 2010, as well as the F Fund for July and August 2010, as presented.

C-3 Resolution Regarding Acceptance of Gift - \$99 for Roosevelt School from the General Mills Box Tops Program

RESOLVED: That the Board of Education hereby acknowledges the General Mills *Box Tops for Education* Program for their donation of \$99, and upon recommendation by the Superintendent of Schools, hereby increases the 2010-11 Special Aid Fund budget as detailed below. The offsetting revenue shall be F-BXTP-2770-000, “Miscellaneous.”

BE IT FURTHER RESOLVED: that the total amount of \$99 be appropriated to the following budget code:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
BXTP-2110-500-16-O	Box Tops – Supplies - Roosevelt	\$99

C-4 Resolution Regarding Donation from Ossining MATTERS - \$2,219

RESOLVED: That the Board of Education hereby acknowledges with thanks a gift in the amount of \$2,219 from Ossining MATTERS, and upon recommendation by the Superintendent of Schools, hereby increases the 2010-11 Special Aid Fund in this amount. The offsetting revenue shall be F-OSSM-2770.000, Miscellaneous Revenue.

BE IT FURTHER RESOLVED: That the total amount of \$2,219 be appropriated as follows:

Code: F-OSSM-7582-151-00-O	\$1,650	Ossining MATTERS – Hourly Wages
Code: F-OSSM-7582-902-00-O	143	Ossining MATTERS – TRS
Code: F-OSSM-7582-903-00-O	<u>126</u>	Ossining MATTERS – FICA
	\$1,919	
Code: F-OSSM-7583-500-00-O	<u>\$300</u>	Ossining MATTERS – Nursing Supplies
Total	\$2,219	

C-5 Resolution Regarding Donation of C-Town Gift Cards

RESOLVED: That the Board of Education hereby thanks Elizabeth and Tim Hoffmann for their donation of gift cards from C-Town with a value of \$900.

The Board thanked Elizabeth and Tim Hoffman.

C-6 Resolution Regarding Acceptance of Grant from the Ezra Jack Keats Foundation

RESOLVED: That the Board of Education hereby accepts a grant of \$500 from the Ezra Jack Keats Foundation with thanks, and upon recommendation by the Superintendent of Schools, hereby increases the 2010-11 Special Aid Fund in that amount. The offsetting revenue shall be F-EJK1-2770.000, Miscellaneous Revenue.

BE IT FURTHER RESOLVED: That the total amount of \$500 be appropriated as identified below.

<u>CODE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
F-EJK1-2110-500-13-O	Supplies – Brookside	\$500

C-7 Resolution Regarding Acceptance of Gift - \$70,000 from the Curran Foundation
 RESOLVED: That the Board of Education hereby acknowledges with thanks a gift in the amount of \$70,000 from the John P. & Constance A. Curran Foundation, and upon recommendation by the Superintendent of Schools, hereby increases the First Steps budget in this amount.

The funds will be accounted for in the Special Aid Fund. The offsetting revenue shall be FST3-2770-000, Miscellaneous Revenue.

The Board thanked the Curran Foundation.

C-8 Resolution Regarding Non-Resident Tuition Fees
 RESOLVED: That the following non-resident tuition fees be established for the 2010-11 school year.

<u>Grade</u>	<u>Regular Education Tuition</u>	<u>Special Education Tuition</u>
Full Day K- 6	\$13,709	\$56,638
Grades 7 through 12	\$13,117	\$56,046

C-9 Resolution Regarding Interfund Transfer
 RESOLVED: That the Board of Education authorizes the Superintendent of Schools to execute the interfund transfer within the 2010-11 budget as follows:

From: A-1981-490-00-0000 BOCES Administration \$47,880
 To: A-1983-490-00-0000 BOCES Capital \$47,880
 Reason: Transfer to properly align BOCES capital Expenditures with State budget code.

C-10 Resolution Regarding Donation from Ossining MATTERS - \$2,048
 RESOLVED: That the Board of Education hereby acknowledges with thanks a gift in the amount of \$2,048 from Ossining MATTERS, and upon recommendation by the Superintendent of Schools, hereby increases the 2010-11 Special Aid Fund in this amount. The offsetting revenue shall be F-OSSM-2770.000, Miscellaneous Revenue.

BE IT FURTHER RESOLVED: That the total amount of \$2,048 be appropriated as follows:

Code: F-OSSM-7585-200-11-O \$2,048 Ossining MATTERS – Equipment

The Board thanked Ossining MATTERS.

Motion Carried: 6-0

C-11 Claims Audited and Paid – For Information Only

Section D - Personnel Matters

Dana Levenberg moved and Amanda Curley seconded the motion to move Resolutions D-2-D-6a.

D-2 Resolution Regarding a Support Staff Resignation
 I move upon recommendation of the Superintendent of Schools the Board of Education accept the Support Staff resignation so noted.

<i>Name</i>	<i>Building</i>	<i>Category or Tenure Area</i>	<i>Current Hire Date</i>	<i>Effective Date</i>	<i>Current Appt. Status</i>	<i>Reason</i>
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D-2a Resolution Regarding Professional Staff Requests for Leave of Absence from Tenured Position

I move upon recommendation of the Superintendent of Schools the Board of Education approve the leave of absence for the teachers so noted.

<i>Name</i>	<i>Building</i>	<i>Category or Tenure Area</i>	<i>Leave Start</i>	<i>Leave End</i>	<i>Reason</i>	<i>Comments</i>
Kristin Schmid	Roosevelt	Psychologist K-12	02/1/11	8/31/11	Persona l Leave	To assume a part-time school psychologist position at Park School
Antoinette Gines-Rivera	Park	Psychologist K-12	10/4/10	8/31/11	Persona l Leave	To assume a part-time school psychologist position at Park School

D-2b Resolution Regarding Professional Staff Appointments

I move upon recommendation of the Superintendent of Schools the Board of Education approve the Professional Staff appointments so noted.

<i>Name</i>	<i>Title or Tenure Area</i>	<i>Certif. Status</i>	<i>Degree Status</i>	<i>Step</i>	<i>Salary</i>	<i>Appt. Type</i>	<i>% Time</i>	<i>Effect. Date</i>	<i>Expir. Date</i>	<i>Building</i>	<i>Fund Source</i>	<i>Staff Relation or Note</i>
Kristin Schmid	Psychologist K-12	Perm. Psychologist	N/A	N/A	83,154 (\$41,577)	Part-time	50%	2/1/11	8/31/11	Park	General	Roosevelt Teacher
Antionette Gines-Rivera	Psychologist K-12	Perm. Psychologist, Bi-Lingual (Elem.)	N/A	N/A	89,536 (\$44,768)	Part-time	50%	10/4/10	8/31/11	Park	General	Park Teacher

D-3 Resolution Regarding Support Staff Appointments

I move upon recommendation of the Superintendent of Schools the Board of Education approve the Support Staff appointments so noted.

<i>Name</i>	<i>Cert. Status</i>	<i>Job Title</i>	<i>Building</i>	<i>Step</i>	<i>Salary</i>	<i>% Time</i>	<i>Fund Source</i>	<i>Effect. Date</i>	<i>Expir. Date</i>	<i>Staff Relation</i>
Gina Cruz-Lopez	N/A	School Monitor	Park	1	17,401 (\$5,156)	.2963%	General	1/27/11	6/30/11	None
Paola Restrepo	Level 1	Activity Leader	Park	1	32,963	100%	General	1/3/11	6/30/11	Revised salary to reflect temporary leave replacement Activity Leader position

D-4 Resolution Regarding Professional Staff Appointments – Before/After School Programs

I move upon recommendation of the Superintendent of Schools the Board of Education approve the Professional Staff appointments so noted.

<u><i>Name</i></u>	<u><i>Cert. Status</i></u>	<u><i>Step</i></u>	<u><i>Salary</i></u>	<u><i>Appt Type</i></u>	<u><i>Program</i></u>	<u><i>Building</i></u>	<u><i>% Time</i></u>	<u><i>Effect. Date</i></u>	<u><i>Expir. Date</i></u>	<u><i>Staff Relation</i></u>
Pamela Alvarez	Perm. N-6	5	63.33/hr.	Annual	<u>Claremont</u> HEROES -Yoga for Kids	Claremont	1.25 hrs./wk.	2/1/11	6/30/11	Claremont Teacher
Christopher Berlow	N/A	N/A	50.00/hr.	Annual	HEROES - Martial Arts	Claremont	1.25 hrs./wk.	2/1/11	6/30/11	None
Margaret Greco	Perm. Physical Educ.	3	54.64/hr.	Annual	HEROES - Be Strong & Healthy	Claremont	1.25 hrs./wk.	2/1/11	6/30/11	Park Teacher
Patrick Horan	Perm. N-6	3	54.64/hr.	Annual	HEROES - Chess	Claremont	1.25 hrs./wk.	2/1/11	6/30/11	Claremont Teacher
Elda McQuade	Perm. ESL	5	63.33/hr.	Annual	HEROES - ESL	Claremont	1.25 hrs./wk.	2/1/11	6/30/11	Claremont Teacher

Yolanda Moreno-Patrisi	Initial Child. Educ. 1-6, Bi-Lingual (ELem.)	3	54.64/hr.	Annual	HEROES - Theater	Claremont	1.25 hrs./wk.	2/1/11	6/30/11	Claremont Teacher
Kevin O'Neill	Conditional Initial Physical Educ.	N/A	50.00/hr.	Annual	HEROES - Girls Sports	Claremont	1.25 hrs./wk.	2/1/11	6/30/11	None
Letitia Payne	Perm. Eng. 7-12, Spec. Educ.	5	63.33/hr.	Annual	HEROES - Book Club & ELA	Claremont	1.25 hrs./2 days/wk.	2/1/11	6/30/11	AMD Teacher
Michael Risko	N/A	N/A	43.94/hr.	Annual	HEROES - Guitar	Claremont	1.25 hrs./wk.	2/1/11	6/30/11	Claremont Teacher
Jennie Roos	Perm. N-6	5	63.33/hr.	Annual	HEROES - Math	Claremont	1.25 hrs./wk.	2/1/11	6/30/11	Claremont Teacher
Carriann Sipos	Perm. N-6	5	63.33/hr.	Annual	HEROES - ELA	Claremont	1.25 hrs./wk.	2/1/11	6/30/11	Claremont Teacher
Dominique Venturini	N/A	1	14.35/hr.	Annual	HEROES - ELA	Claremont	1/25 hrs./wk.	2/1/11	6/30/11	None
Matthew Young	Perm. N-6	5	63.33/hr.	Annual	HEROES - Drumming	Claremont	1.25 hrs./wk.	2/1/11	6/30/11	Claremont Teacher
Anthony DeGeorge	Init. Earth Science 7-12	4	59.00/hr.	Annual	<u>OHS</u> Regents Review	OHS	2 hrs./day	1/17/11	1/14/11	OHS Teacher
Margaret Callagy	Perm. N-6, Reading Tchr.	2	51.14/hr.	Annual	<u>BROOKSIDE</u> Libraries for Ossining Children (Ossining Matters Grant)	OPL	3-9 hrs.	2/7/11	4/1/11	Brookside Teacher
Cori Jackson	Perm. N-6, SDA	5	63.33/hr.	Annual	Libraries for Ossining Children (Ossining Matters Grant)	OPL	3-9 hrs.	2/7/11	4/1/11	Brookside Teacher
Linda Schneider	Perm. N-6, Reading Tchr., Span. 7-12	2	51.14	Annual	Libraries for Ossining Children (Ossining Matters Grant)	OPL	3-9 hrs.	2/7/11	4/1/11	Brookside Teacher

D-5 Resolution Regarding a Civil Service Staff Appointment – Before/After School Programs

I move upon recommendation of the Superintendent of Schools the Board of Education approve the Civil Service Staff appointment for the person so noted.

Name	Position	Appt. Type	Program	Bldg.	Salary	% Time	Source	Effect. Date	Expir. Date	Relation
Christine Pointer	Clerical	Annual	HEROES	Claremont	26.44/hr.	1.5 hrs./3 days/wk.	General	1/3/11	6/30/11	AMD Sr. Office Assist.

D-6 Resolution Regarding Support Staff Appointments – Before/After School Programs

I move upon recommendation of the Superintendent of Schools the Board of Education approve the Support Staff appointments for the persons so noted.

Name	Start Date	Expir. Date	Time	Job Title	Cert. Status	Program	Building	Step	Hourly Rate	Staff Relations
Nancy McGovern	1/14/11	6/30/11	12.5 hrs./wk.	School Monitor	Level 3	<u>AMD</u> STAR	AMD	5	13.97/hr.	AMD TA
Diane Barrett	2/1/11	6/30/11	1.25 hrs./2 days/wk.	Teaching Assistant	Continuing	<u>CLAREMONT</u> HEROES	Claremont	6	16.12/hr.	Roosevelt TA
Barbara Bazemore	2/1/11	6/30/11	1.25 -1.5 hrs./wk.	Teaching Assistant	Level 1	HEROES	Claremont	2	14.76/hr.	Claremont TA
Tamara Bridgewater	2/1/11	4/13/11	1.5 hrs.wk.	Teaching Assistant	Level 1	HEROES	Claremont	2	14.76/hr.	Claremont TA
Jason Clark	2/1/11	6/30/11	1.25 - 1.50 hrs./ 1-2 days/wk.	Teaching Assistant	Level 1	HEROES	Claremont	5	16.00/hr.	Claremont TA
Deborah DaFonte	2/1/11	6/30/11	1.5 hrs./2 days/wk.	Teaching Assistant	Continuing	HEROES	Claremont	3	15.18/hr.	Claremont TA
Nancy Donohue	2/1/11	6/30/11	1.25 hrs./wk.	Teaching Assistant	N/A	HEROES	Claremont	2	14.76/hr.	Claremont Library Clerk

Maria Ferraro	2/1/11	6/30/11	1.25 hrs./ 2 days/wk.	Teaching Assistant	Level 1	HEROES	Claremont	2	14.76/hr.	Claremont TA
Debra Fortunato	2/1/11	6/30/11	1.5 hrs./wk.	Teaching Assistant	Continuing	HEROES	Claremont	6	16.12/hr.	Park TA
Pamela Keemer	2/1/11	6/30/11	1.5 hrs./wk.	Teaching Assistant	Continuing	HEROES	Claremont	6	16.12/hr.	Claremont TA
Nicole Lacari	2/1/11	6/30/11	1.25 hrs./ 2 days/wk.	Teaching Assistant	Init. 1-6	HEROES	Claremont	1	14.35/hr.	Claremont TA
Luz Lizardo	2/1/11	6/30/11	1.25/hr.	Teaching Assistant	Level 3	HEROES	Claremont	4	15.60/hr.	Claremont RA
Brandon Thomas	2/1/11	6/30/11	1.25 hrs./wk.	Teaching Assistant	Level 1	HEROES	Claremont	1	14.35/hr.	Claremont TA

D-6a Resolution Regarding a Per Diem Substitute Appointment

I move upon recommendation of the Superintendent of Schools the Board of Education approve the Per Diem Substitute appointment for the person so noted.

Name	Certified	Subject
Reasen, Yvonne	C	OHS, AMD & Roos. Social Studies

Motion Carried: 6-0

**D-7 Resolution Regarding Professional Staff Requests for Leave Of Absence –
For Information Only**

V. Motion Made to Enter into Executive Session

Dana Levenberg moved and Bill Kress seconded the motion to enter into Executive Session to discuss personnel matters.

Motion carried: 6-0

No formal action was taken.

VI. Motion to Reconvene the Special Meeting (Come Out of Executive Session)

At 12:22 a.m. Dana Levenberg moved and Charles Cooks seconded the motion to reconvene the Special Meeting of 8 February 2011.

Motion carried: 6-0

VII. Adjournment

At 12:23 a.m., Dana Levenberg moved and Bill Kress seconded the motion to adjourn the Special Meeting of the Board of Education of 8 February 2011.

Motion carried: 6-0

Vanessa Muro
District Clerk