

**BOARD OF EDUCATION**  
**OSSINING UNION FREE SCHOOL DISTRICT**  
*Ossining, NY*

**Work Session/Regular Meeting**  
**Ossining High School Library**

**May 29, 2013**  
**Work Session/Regular Meeting: 7:30 p.m.**

**AGENDA**

- I. Call to Order – President**
- II. Pledge of Allegiance**
- III. Comments from the Student Representative to the Board**
- IV. Comments from the Ossining Cultural Arts Advocates (OCAA)**
- V. Comments from PTA Council**
- VI. Special Recognitions**
- VII. Work Session**

- *Education 2013 and Beyond: A Conversation with Dr. Yong Zhao*

<i>Audience Recognition –Members of the audience will be invited to comment or raise questions regarding the above topics following each of the above-identified Work Session topics.</i>
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- VIII. Audience Recognition**
- IX. Regular Meeting**

**Section A – Business of the Board**

**A-1 Motion to Accept the Minutes of the Special Meeting of April 10, 2013**

I move that the Board of Education approve the minutes of the Special Meeting of April 10, 2013.

**A-2 Motion to Accept the Minutes of the Special Meeting of April 17, 2013**

I move that the Board of Education approve the minutes of the Special Meeting of April 10, 2013.

**A-3 Resolution Appointing a Consultant for the 2012-2013 School Year**

**RESOLVED**, that the Board of Education hereby authorizes the Superintendent of Schools to engage the services of the following consultant for the 2013-2014 school year at fees not to exceed the amount 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>
Candi McKay	McKay Consulting, LLS	Training – Danielson Matter	\$3,500 to be paid out of STLE Grant

**Section B – Curriculum and Instruction**

**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 April 15, 17, 22, 23, 24, 29, 30, May 1, 3, 7, 9 and direct the administration to arrange for the appropriate placement as set forth.

**Section C – Business Matters**

**C-1 Motion to Approve Treasurer’s Report for the Month of March 2013 and the Student Fund Treasurer’s Report for January – March 2013**

I move that the Treasurer’s Report for March 2013 and the Student Fund Treasurer’s Report for January – March 2013 be approved and placed on file with the District Clerk.

**C-2 Motion to Approve Budget Report and Revenue Report for March 2013**

I move that the Board of Education approve the Budget Report and Revenue Report for March 2013 as presented.

**C-3 Resolution Regarding Acceptance of Gift for First Steps – Mr. David Swope**

RESOLVED: That the Board of Education hereby acknowledges with thanks the generous gift of \$40,000 from David Swope for use with the First Steps program, and upon recommendation by the Superintendent of Schools, hereby increases the 2012-13 First Steps budget by \$40,000.

The funds will be accounted for in the Special Aid Fund. The offsetting revenue shall be FST3-2770-000, “Revenue from Local Sources”.

**C-4 Resolution Regarding Acceptance of Gifts from the General Mills Box Tops Program**

RESOLVED: That the Board of Education hereby acknowledges the General Mills *Box Tops for Education* Program for its donation of \$118 to Anne M. Dorner Middle School, \$311 to Claremont School, and \$1,001 to Park School, and upon recommendation by the Superintendent of Schools, hereby increases the 2012-13 Special Aid Fund budget as detailed below. The offsetting revenue shall be F-BXTP-2770.000, “Miscellaneous”.

BE IT FURTHER RESOLVED: that these amounts be appropriated to the following budget codes:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
BXTP-2110-500-12-O	Box Tops – Supplies AMD	\$118
BXTP-2110-500-14-O	Box Tops – Supplies Claremont	\$311
BXTP-2110-500-15-O	Box Tops – Supplies Park	\$1,001

**C-5 Resolution Regarding Acceptance of Donation for Claremont School**

RESOLVED: That the Board of Education hereby accepts with thanks the donation made by the Hallmark Corporate Foundation in the amount of \$400 for the benefit of Mrs. Cranston’s classroom at Claremont School, and upon recommendation by the Superintendent of Schools, hereby increases the General Fund budget as detailed below. The offsetting revenue shall be F-CRAN-2770.000, “Cranston’s Class Grants”.

BE IT FURTHER RESOLVED: That the \$400 received under this donation be appropriated to the following budget code:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
F-CRAN-2110-500-14-O	Classroom Donation Funds - Claremont	\$400

**C-6 Resolution Regarding Donation of Keyboard, Stand, and Drum Set**

RESOLVED: That the Board of Education hereby acknowledges with thanks the donation of a Cascio keyboard and stand as well as a six-piece Youth Drum Set from Ms. Patricia Stiffman for use with the Claremont School Music Department.

**C-7 Resolution Regarding Acceptance of Donation from Lakeland High School**

RESOLVED: That the Board of Education hereby accepts with thanks the \$100 donation made by Lakeland High School in recognition of a workshop presented on behalf of WESEF by Angelo Piccarello, and upon recommendation by the Superintendent of Schools, hereby increases the Special Aid Fund budget as detailed below. The offsetting revenue shall be F-STS3-2770.000, "Science Talent Search".

BE IT FURTHER RESOLVED: That the \$100 received under this donation be appropriated to the following budget code:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
F-STS3-2110-500-00-O	OHS Science Research	\$100

**C-8 Resolution Regarding Acceptance of Donation for OHS Engineering Club**

RESOLVED: That the Board of Education hereby acknowledges donation of \$3,000 from IBM for the Ossining High School Engineering Club's FIRST Robotics Team, and upon recommendation by the Superintendent of Schools, hereby increases the 2012-13 Special Aid Fund budget as detailed below. The offsetting revenue shall be F-ROB1-2705.000, "Gifts and Donations".

BE IT FURTHER RESOLVED: that the total amount of \$3,000 be appropriated to the following budget code:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
F-ROB1-2110-500-11-O	1st Robotics Supplies - IBM	\$3,000

**C-9 Resolution Regarding Receipt of Grant from Whole Kids Foundation**

RESOLVED: That the Board of Education hereby accepts with thanks the \$2,000 grant from the Whole Kids Foundation School Garden Grant Program, and upon recommendation by the Superintendent of Schools, hereby increases the Special Aid Fund budget as detailed below. The offsetting revenue shall be F-WHOL-2770.000, "Whole Kids Gifts & Donations".

BE IT FURTHER RESOLVED: That the \$1,000 received under this grant be appropriated to the following budget codes:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
F-WHOL-2110-500-13-O	BKS Whole Kids Supplies	\$1,000
F-WHOL-2110-550-13-O	BKS Whole Kids Goods & Materials	\$1,000

**C-10 Resolution Regarding Reimbursement of Transportation Expense**

RESOLVED: That the Board of Education hereby accepts \$920 as reimbursement for transportation expenses, and upon recommendation by the Superintendent of Schools, hereby increases the General Fund budget by this amount. The offsetting revenue code shall be A-2770.000, "Miscellaneous Revenue".

BE IT FURTHER RESOLVED: That the total amount of \$920 be appropriated to the following budget code:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
A-5543-401-00-0000	Cont. Transp. Field Trip	\$920

**C-11 Resolution Regarding Appropriation of Fund Balance from the School Food Service Fund (C Fund)**

RESOLVED: That upon the recommendation of the Superintendent of Schools, the Ossining Board of Education hereby appropriates \$400,000 from the School Food Service Fund (C Fund) for the purchase of equipment and renovations at the Anne M. Dorner Middle School cafeteria, kitchen and servery areas, and increases the 2012-2013 School Food Service Fund Budget as follows:

<u>Code</u>	<u>Description</u>	<u>Amount</u>
C-9550-900	Transfer to Capital Fund	\$400,000

**C-12 Resolution Regarding Establishment of Tax Certiorari Reserve – 2012-2013 Tax Year**

WHEREAS: Pursuant to Section 3651 of the Education Law, the Board of Education has the authority to establish a reserve for certiorari judgments; and

WHEREAS: The Board of Education desires to eliminate the need for future borrowings to pay refunds of real property tax; and

WHEREAS: An analysis of revenue and expense for the 2012-13 school year indicates that as a result of prudent revenue and expenditure management, funds are available for said reserve;

BE IT THEREFORE RESOLVED: That a reserve be established in the amount of \$280,000 to cover current and future charges relative to tax refunds arising out of the 2012-13 school year.

**C-13 Resolution Regarding Increase of Retirement Contribution Reserve Fund**

RESOLVED: That upon the recommendation of the Superintendent of Schools, the Ossining Board of Education hereby increases the Retirement Contribution Reserve Fund in the amount of \$500,000 for the year ending June 30, 2013.

**C-14 Resolution Regarding Increase for the Employee Accrued Liability Reserve Fund**

RESOLVED: That upon the recommendation of the Superintendent of Schools, the Ossining Board of Education hereby increases the Employee Benefit Accrued Liability Reserve Fund by the amount of \$220,000.

**C-15 Resolution Regarding Adoption of Free & Reduced-Price Meal Policy**

RESOLVED: That the Board of Education accepts the Free and Reduced Price Meal and Special Milk Policy, including the 2013-14 Family Eligibility Criteria for free and reduced-price meals.

BE IT FURTHER RESOLVED: That the Free and Reduced Price Income Scales, as established by the Board of Education, are the maximum allowable by Federal Law and are in accordance with all of the established rules, regulations, and procedures as set forth by the State Education Department and the Federal Office of Health, Education and Welfare.

BE IT FURTHER RESOLVED: That effective September 1, 2013, breakfast, the Type A lunch and milk sold in the Ossining School District be priced as follows:

Breakfast for Elementary & Middle School Students	\$ .75
Breakfast for Ossining High School Students	1.00
Type A Lunch for Elementary Students	1.85
Type A Lunch for Secondary Students	1.95
Milk	.35
Reduced-Price Breakfast/Lunch	.25

**C-16 Resolution Regarding Cooperative Bidding with Putnam Northern Westchester BOCES**

WHEREAS it is the desire of the participating school districts of the Board of Cooperative Educational Services, Putnam/Northern Westchester Counties to adopt this Resolution to jointly request bids for certain commodities to be determined by the Superintendent of this School District from time to time for the 2013-14 school year,

NOW, THEREFORE, BE IT RESOLVED that the Ossining Union Free School District hereby agrees to participate with other school districts of the Board of Educational Services, Putnam/Northern Westchester Counties, New York in the joint bidding of commodities to be requested by the School District Purchasing Agent and approved by the Superintendent; and be it further

RESOLVED that the specifications as prepared by a Steering Committee of participating school districts and presented to this Board of Education will be used and that this Board, if it desires to purchase these commodities, agrees to purchase said commodities at the lowest bid price recommended by the Steering Committee of the joint school district, provided, however, that each participating Board of Education in exercising its legal responsibilities, has the right to reject and/or modify the recommendation of the Steering Committee in the awarding of the bid; and be it further

RESOLVED that the invitation to bid will be advertised by BOCES in the Journal News in accordance with the provisions of Section 103 of the General Municipal Law.

**C-17 Resolution Regarding Authorization of Tax Anticipation Note**

Tax Anticipation Note Resolution of the Ossining Union Free School District, New York, adopted May 29, 2013, authorizing the issuance of not to exceed \$5,000,000 Tax Anticipation Notes in anticipation of the receipt of taxes to be levied for the fiscal year ending June 30, 2014.

RESOLVED by the Board of Education of the Ossining Union Free School District in the County of Westchester, New York, as follows:

Section 1. Tax Anticipation Notes (herein called “Notes”) of Ossining Union Free School District, in the County of Westchester, New York (herein called “District”), in the principal amount of not to exceed \$5,000,000, and any notes in renewal thereof, are hereby authorized to be issued pursuant to the provisions of Sections 24.00 and 39.00 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called “Law”).

Section 2. The following additional matters are hereby determined and declared:

(a) The Notes shall be issued in anticipation of the collection of real estate taxes to be levied for school purposes for the fiscal year commencing July 1, 2013 and ending June 30, 2014, and the proceeds of the Notes shall be used only for the purposes for which said taxes are levied.

(b) The Notes shall mature within the period of one year from the date of their issuance.

(c) The Notes are not issued in renewal of other notes.

(d) The total amount of such taxes remains uncollected at the date of adoption of this resolution.

Section 3. The Notes hereby authorized shall contain the recital of validity prescribed by Section 52.00 of the Law and shall be general obligations of the District, and the faith and credit of the District are hereby pledged to the punctual payment of the principal of and interest on the Notes and unless the Notes are otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget of the District and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 4. Subject to the provisions of this resolution and the Law, and pursuant to Sections 50.00, 56.00, 60.00 and 61.00 of the Law, the power to sell and issue the Notes authorized pursuant hereto, or any renewals thereof, and to determine the terms, form and contents, including the manner of execution, of such Notes, and to execute arbitrage certifications relative thereto, is hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

Section 5. The Notes shall be executed in the name of the District by the manual signature of the President of the Board of Education, the Vice President of the Board of Education, the District Treasurer, the District Clerk, or such other officer of the District as shall be designated by the chief fiscal officer of the District, and shall have the corporate seal of the District impressed or imprinted thereon which corporate seal may be attested by the manual signature of the District Clerk.

Section 6. This resolution shall take effect immediately.

**C-18 Resolution Regarding Payment of Tax Certiorari: Sefar America, Inc.**

RESOLVED: That upon the recommendation of the Superintendent of Schools, the Ossining Board of Education hereby authorizes the payment of \$56,294.35.

**C-19 Resolution Regarding Custodial and Grounds Staff Hiring**

RESOLVED: That the Board of Education authorizes the Superintendent of Buildings & Grounds to hire summer helpers and temporary employees at prevailing wage rates not to exceed \$10.00 per hour.

**C-20 Resolution Regarding Interfund Transfers Within the 2012-13 Budget**

RESOLVED: That the Board of Education authorizes the Superintendent of Schools to execute the following interfund transfers within the 2012-13 budget:

From:	A-1620-422-00-0000	Electricity
To:	A-1620-161-00-0000	B&G Overtime
Amount:	\$20,000	
Reason:	Transfer to cover B&G overtime to install smart boards with internal staff at a lower rate than a consultant	
From:	A-1310-500-00-0000	Central Admin Supplies
To:	A-1480-490-00-0000	Pub Info BOCES
Amount:	\$17,551	
Reason:	Transfer to cover on-site development survey cost.	
From:	A-2252-471-00-0000	Spec Ed Tuition
Public SC		
To:	A-2252-405-00-0000	Tuit. & Rel. Serv.
Consult		\$61,000
To:	A-2252-472-00-0000	Spec Ed Tuition
		\$21,013
Amount:	\$82,013	
Reason:	Transfer to cover unanticipated expenses	
From:	A-2110-140-00-0000	Substitutes
To:	A-2250-140-00-0000	Special Ed Substitutes
Amount:	\$41,085	
Reason:	Transfer to properly identify substitute costs for Special Education Staff	
From:	A-2810-500-00-0000	District Guidance
		\$2,200
From:	A-2855-403-00-0000	Reconditioning
		\$2,075
From:	A-2855-401-00-0000	Other Expense
		\$2,500
To:	A-2855-490-00-0000	BOCES
Amount:	\$6,775	
Reason:	Transfer to cover monies needed in BOCES Athletic code.	

**C-21 Resolution Regarding Transfer of Funds – 4201 Schools**

Resolved: That upon recommendation of the Superintendent of Schools, the Ossining Board of Education hereby authorizes the following budget transfer for the purpose of recording the basic contribution expense for students enrolled in 4201 State Supported Schools.

To:	A-9901-951-00-0000	Special Aid Fund – State Supported Schools
From:	A-2252-472-00-0000	Special Ed Tuition – All Other
Amount:	\$40,000	

Reason: To record the basic contribution expense for students enrolled in 4201 State Supported Schools.

**C-22 Claims Audited and Paid – For Information Only**

The following funds have been duly audited and paid and are presented for Board of Education members' information. No action is requested.

1. General Fund - Fund A
2. School Lunch - Fund C
3. Special Aid Fund - Fund F
4. Capital Fund – Fund H
5. Trust Expendable - TE

**Section D – Personnel Matters**

**D-1 Resolution Regarding a Support Staff Resignation**

I move that upon recommendation of the Superintendent of Schools the Board of Education accept the Support Staff resignation so noted.

**D-2 Resolution Regarding a Professional Staff Appointment**

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

**D-2a Resolution Regarding a Professional Staff Resignation**

I move upon recommendation of the Superintendent of Schools the Board of Education accept the resignation of the Professional Staff member so noted.

**D-3 Resolution Regarding a Civil Service Staff Appointment**

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

**D-4 Resolution Regarding Administrative Staff Appointments – Summer School Programs**

I move that upon recommendation of the Superintendent of Schools, the Board of Education approve the Summer School Administrative Staff appointments so noted.

**D-5 Resolution Regarding Professional Staff Appointments – Before/After School Programs**

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

**D-6 Resolution Regarding a Support Staff Appointment – Before/After School Programs**

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

**D-7 Resolution Regarding a Per Diem Substitute Removal**

I move that upon recommendation of the Superintendent of Schools the Board of Education approve the removal of the Per Diem Substitute so noted.



**D-8 Resolution Regarding a Per Diem Substitute Appointment**

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

**D-9 Resolution Regarding Appointments of School Volunteers**

I move that the persons listed on the following page be appointed by the Board of Education as school volunteers for the 2012-2013 school year.

**D-10 Resolution Regarding a Professional Staff Request for Leave of Absence  
(For Information Only)**

The matter is presented here for Board of Education information and no action is necessary.

**Section F – For Information Only**

**X. Audience Recognition**

**XI. Board Committee/Liaison Reports and Board Dialogue**

**XII. Adjournment**