

BOARD OF EDUCATION
OSSINING UNION FREE SCHOOL DISTRICT
Ossining, NY

Work Session/Regular Meeting
Roosevelt School Cafeteria

June 12, 2013
Executive Session: 6:30 p.m.
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 PTA Council**
- V. Special Recognitions**
- VI. Work Session**

- *Facilities Improvements Update*

<p><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></p>
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VII. Audience Recognition

VIII. Regular Meeting

Section A – Business of the Board

A-1 Resolution Recognizing Ossining Matters

WHEREAS, Ossining MATTERS is an important educational foundation within the Ossining School Community; and

WHEREAS, Ossining MATTERS is inextricably linked to the Ossining School District; and

WHEREAS, Ossining MATTERS supports and enriches the learning opportunities for all children in the Ossining School District; and

WHEREAS, Ossining MATTERS has funded over 145 grants and donated more than \$625,000; and

WHEREAS, Ossining MATTERS has supported projects that reach students at every grade level – supporting academics, cultural education and health/athletics; and

WHEREAS, the support from Ossining MATTERS continues to make a difference in the lives of all students in the Ossining School District; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Ossining Union Free School District offers its heartfelt congratulations to Ossining MATTERS as it celebrates its 10th anniversary; and

BE IT FURTHER RESOLVED, that the Board of Education extends its appreciation to Ossining MATTERS for helping to advance the Mission of the Ossining Union Free School District.

*Adopted by the Board of Education
June 12, 2013*

*Bill Kress, President
Dana Levenberg, Vice President
Dr. Kimberly Case
Graig Galef
Frank Schneckner
Steve Wardwell
Cindy Winter*

A-2 Motion to Adopt the Revised Proposed 2013-2014 Ossining Union Free School District Calendar

I move that upon the recommendation of the Superintendent of Schools, the Board of Education hereby adopt the proposed calendar for the 2013-2014 school year.

A-3 Resolution Adopting the Annual Performance Review (APPR) Plan

Based upon the recommendation of the Superintendent of Schools, Raymond Sanchez, I hereby move that the Board of Education adopt the Annual Professional Performance Review (APPR) Plan effective immediately and review the Plan on an as needed basis with the potential for future revisions. Additionally,

RESOLVED, that the Board of Education herewith approves and adopts the District's Annual Professional Performance Review plan for classroom teachers and principals in compliance with the Education Law §3012-c, 8 N.Y.C.R.R. 30-2 and 8 N.Y.C.R.R. 100.2; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Superintendent or his/her designee, consistent with the terms of the Annual Professional Performance Review plan, to complete the information in the online portal, "Review Room," and to submit the plan via the online portal, and/or via any other means allowable by law, to the Commissioner of Education for review.

A-4 Motion to Accept the Minutes of the Special District Meeting of April 16, 2013

I move that the Board of Education approve the minutes of the Special District Meeting of April 16, 2013.

A-5 Motion to Accept the Minutes of the Regular Meeting of April 23, 2013

I move that the Board of Education approve the minutes of the Regular Meeting of April 23, 2013.

A-6 Motion to Accept the Minutes of the Executive Session Meeting of May 1, 2013

I move that the Board of Education approve the minutes of the Executive Session Meeting of May 1, 2013.

A-7 Motion to Accept the Minutes of the Special Meeting of May 14, 2013

I move that the Board of Education approve the minutes of the Special Meeting of May 14, 2013.

A-8 Motion to Accept the Minutes of the Executive Session Meeting of May 15, 2013

I move that the Board of Education approve the minutes of the Executive Session Meeting of May 15, 2013.

A-9 Motion to Accept the Minutes of the Special District Meeting of May 21, 2013

I move that the Board of Education approve the minutes of the Special District Meeting of May 21, 2013.

A-10 Motion to Accept the Minutes of the Special Meeting of May 21, 2013

I move that the Board of Education approve the minutes of the Special Meeting of May 21, 2013.

A-11 Motion to Accept the Minutes of the Regular Meeting of May 29, 2013

I move that the Board of Education approve the minutes of the Regular Meeting of May 29, 2013.

A-12 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 2012-2013 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>
Barry Oreck	Experienced enrichment consultant	To provide an additional ½ day of professional development to staff relative to the schoolwide enrichment model.	\$2,250 [RTTT grant funded]

A-13 Resolution Regarding Appointment of Impartial Hearing Officer

I move that the Board of Education hereby appoints the above Impartial Hearing Officer for Case ID #77558.

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 May 9, 14, 15, 23, 29, 30, June 4 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 April 2013

I move that the Treasurer’s Report for April 2013 be approved and placed on file with the District Clerk.

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

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

C-3 Resolution Regarding Acceptance of Gift – \$100,000 from Rebecca and Arthur Samberg

RESOLVED: That the Board of Education hereby acknowledges with thanks a most generous gift of \$100,000 from Rebecca and Arthur Samberg for use with the First Steps program, and upon recommendation by the Superintendent of Schools, hereby increases the First Steps budget in this amount.

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

C-4 Resolution Regarding Grants from Ossining MATTERS

RESOLVED: That the Board of Education hereby acknowledges Ossining MATTERS with thanks for the generous grants totaling \$89,272, and upon recommendation by the Superintendent of Schools, hereby increases the 2012-13 Special Aid Fund in the amount of

\$81,272 and increases the 2012-13 Private Purpose Trust Fund by \$8,000. The offsetting revenue shall be \$81,272 to F-OSSM-2770.000, “Miscellaneous Revenue” and \$8,000 to TE-GUID-2705.000, “Gifts and Donations”.

BE IT FURTHER RESOLVED: That the total amount of \$89,272 be appropriated as identified above.

C-5 Resolution Regarding Donation of Violin

RESOLVED: That the Board of Education hereby acknowledges with thanks the donation of a half-size “Musician” violin, #VLN-10 from the Schmid family for use with the Roosevelt School Music Department.

C-6 Resolution Regarding Acceptance of Donation for OHS Engineering Club

RESOLVED: That the Board of Education hereby acknowledges the donation of \$4,000 from Entergy 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-ROBT-2705.000, *Gifts and Donations*.

BE IT FURTHER RESOLVED: that the total amount of \$4,000 be appropriated to the following budget code:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
F-ROBT-2110-500-11-O	FIRST Robotics Supplies - Entergy	\$4,000

C-7 Resolution Regarding Receipt of Payments for AP Exams

RESOLVED: That the Board of Education hereby increases the 2012 - 13 General Fund budget in the amount of \$26,695.99 to reflect student payments for AP exams. The offsetting revenue shall be A-1335.000, “Other Student Fees/Charges”.

BE IT FURTHER RESOLVED: That the total amount of \$26,695.99 be appropriated to the following budget code:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
A-2060-401-00-0000	R/E Other Expenses	\$26,695.99

C-8 Resolution Regarding Reimbursement of Transportation Expense

RESOLVED: That the Board of Education hereby accepts \$2,886 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 \$2,886 be appropriated to the following budget code:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
A-5543-401-11-0000	Cont. Transp. Field Trip - OHS	\$2,346
A-5543-401-00-0000	Cont. Transp. Field Trip Sys	540
		\$2,886

C-9 Resolution Regarding Award of 2013 – 14 Printing Bid

RESOLVED: That the Board of Education hereby awards the 2013–14 Printing Bid on a per-item basis to the companies listed above in the total amount of \$11,711.99, as recommended by the Purchasing Agent.

C-10 Resolution Regarding Award of Bid for 2013-14 Elevator Maintenance and Service Agreement

RESOLVED: That the Board of Education hereby awards the bid for the 2013–14 Elevator Maintenance and Service Agreement to Pomassi Elevator, Inc. in the amount of \$8,640, as recommended by the Director of School Facilities, Operations and Maintenance.

C-11 Resolution Regarding Award of Bid for 2013-14 Fire Alarm Service and Monitoring Contract

RESOLVED: That the Board of Education hereby awards the bid for the 2013-14 Fire Alarm Service and Monitoring Contract to Scarsdale Security in the amount of \$10,723, as recommended by the Director of School Facilities, Operations and Maintenance.

C-12 Resolution Regarding Award of Bid – 2013–2014 Miscellaneous Custodial Supplies

RESOLVED: That the Board of Education hereby awards the bid for 2013-2014 Miscellaneous Custodial Supplies in the total amount of \$55,891.25 to the lowest responsible bidders listed above, as recommended by the Director of School Facilities, Operations and Maintenance.

C-13 Resolution Regarding Award of Bid – 2013–2014 Miscellaneous Grounds Supplies

RESOLVED: That the Board of Education hereby awards the bid for 2013-2014 Miscellaneous Grounds Supplies in the amount of \$2,221.60 to the lowest responsible bidder, Bittle & Sons, Inc., as recommended by the Director of School Facilities, Operations and Maintenance.

C-14 Resolution Regarding Award of Bid – 2013-2014 Districtwide Andover Controls Service and Monitoring Agreement

RESOLVED: That the Board of Education hereby awards the bid to Automated Control Logic, Inc., the lowest responsible bidder for 2013-2014 Districtwide Andover Controls Service and Monitoring Agreement as recommended by the Director of School Facilities, Operations and Maintenance.

C-15 Resolution Regarding Interfund Transfers for 2012-13

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

From: A-OHS0-1620-299-11-10 OHS Annex Roof Unall.

To: A-OHS0-1620-293-11-10 OHS Annex Roof GC

Amount: \$6,034

Reason: To adjust funds to general construction

From: A-1430-160-00-0000

Personnel Clerical

To: A-1430-161-00-0000

Personnel Clerical Hourly

Amount: \$7,294

Reason: Cover pay for additional support for new staff transition

From: A-2110-140-00-0000

Teacher Sal Substitutes

To: A-2110-145-00-0000

Sub Salaries Long Term

Amount: \$15,631

Reason: Cover pay for long-term subs

From: A-2331-151-00-3300 AIS – Sal – Regents Prep Academy
 To: A-2060-151-00-0000 R/E Test Scoring
 Amount: \$5,915
 Reason: Cover for R/E test scoring

C-16 Resolution Regarding Award of Bid for 2012–2013 Network Wiring Maintenance

RESOLVED: That the Board of Education hereby awards the 2013–2014 Network Wiring Maintenance bid to Top Line Communications on a per-item basis as recommended by the Director of Technology.

C-17 Resolution Regarding Contract Agreement for 2013-14 for Food Service Management

RESOLVED: That the Board of Education hereby awards the bid for the operation of our 2013-14 Food Service to Aramark Educational Services, LLC at a total projected cost of \$1,164,710.64 and directs the President to enter into a contract for such service.

C-18 Resolution Regarding Agreement for Driver Education Road Instruction Services – September 2013 to June 2014

RESOLVED: That the Board of Education empowers and directs the President to renew the contract with Center For Safety for Driver Education Road Instruction Services for the 2013-14 school year, as recommended by the Purchasing Agent.

C-19 Resolution Regarding Increase in General Fund Budget for Deductions in State Aid

RESOLVED: That upon recommendation by the Superintendent of Schools, the Board of Education hereby authorizes increasing the 2012-13 General Fund budget by \$154,656 for deductions in state aid for the local share of educational costs for certain students. The offsetting revenue shall be A-3101-000, “State Aid”.

BE IT FURTHER RESOLVED: that the total amount of \$154,656 be appropriated to the following budget code:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
A-2252-472-00-0000	Special Ed Tuition – All Other	\$154,656

C-20 Resolution Regarding Close Out of Capital Projects

WHEREAS the Board of Education acknowledges that these Capital Projects were funded through General Fund appropriations in a previous year and are now complete in the 2012-13 school year, it is appropriate to transfer these remaining funds to the original funding source.

BE IT FURTHER RESOLVED that this project be closed, and the remaining balance of \$1,163.18 be transferred to the General Fund.

C-21 Resolution Regarding Increase of Tax Certiorari Reserve for the 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 increased by the amount of \$750,000 to cover current and future charges relative to tax refunds arising out of the 2012-13 school year.

C-22 Resolution Regarding Increase in Retirement Contribution Reserve for 2012-13

WHEREAS: Pursuant to Section 3651 of the Education Law, the Board of Education has the authority to establish a Retirement Contribution Reserve Fund and one has been established; 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 the Retirement Contribution Reserve Fund be increased to the amount by \$250,000 to cover future obligations to the Employee Retirement System.

C-23 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 Abolishment of Support Staff [Non-Pedagogical Employee/Non-competitive] Positions

WHEREAS, the Ossining Union Free School District has determined that for reasons of efficiency, it is appropriate to abolish certain non-pedagogical, non-competitive positions in the District;

THEREFORE, BE IT RESOLVED, that the Board hereby abolishes the following positions, effective close of business on June 30, 2013:

BE IT FURTHER RESOLVED, that the Board Clerk is hereby directed to provide written notice to the employees whose positions are hereby abolished, as set forth in a Memorandum to the Board from the Superintendent of Schools, dated May 30, 2013, as presented at this meeting; and

BE IT FURTHER RESOLVED, in accordance with the OSS Collectively Negotiated Agreement, the Board Clerk is hereby directed to provide written notice to the employees who shall be effected of the termination of their employment effective close of business on June 30, 2013.

D-2 Resolution Regarding an Administrative Staff Tenure Appointment

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

D-3 Resolution Regarding Professional Staff Tenure Appointments

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

- D-4 Resolution Regarding an Administrative Staff Resignation**
I move upon recommendation of the Superintendent of Schools the Board of Education accept the resignation of the administrative staff member so noted.
- D-5 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.
- D-6 Resolution Regarding Contracts and Salaries for Confidential [Non-Certified] Central Office Employees Not Represented by Collective Bargaining Units and Non-Bargaining Unit Position Salary**
RESOLVED, that the Board of Education authorizes the Superintendent of Schools to enter into an annual contract for salaries noted with the following Confidential *[Non-Certified]* Central Office employees and a Non-Union District employee not represented by a collective bargaining unit effective July 1, 2013 and ending June 30, 2014.
- D-7 Resolution Regarding Civil Service Staff Appointments**
I move upon recommendation of the Superintendent of Schools the Board of Education approve the civil service staff appointments so noted.
- D-7a Resolution Regarding Administrative Staff Appointments – Summer School Programs**
I move upon recommendation of the Superintendent of Schools the Board of Education approve the summer school administrative staff appointments so noted.
- D-8 Resolution Regarding Professional Staff Appointments – Before/After/Summer School Programs**
I move upon recommendation of the Superintendent of Schools the Board of Education approve the before/after/summer school professional staff appointments so noted.
- D-9 Resolution Regarding Civil Service Staff Appointments – Summer School Programs**
I move upon recommendation of the Superintendent of Schools the Board of Education approve the civil service staff appointments so noted.
- D-10 Resolution Regarding Support Staff Appointments – Before/After/Summer School Programs**
I move upon recommendation of the Superintendent of Schools the Board of Education approve the support staff appointments so noted.
- D-11 Resolution Regarding a Per Diem Sub Removal**
I move upon recommendation of the Superintendent of Schools the Board of Education approve the removal of the per diem substitute so noted.
- D-12 Resolution Regarding a Per Diem Sub Appointment**
I move upon recommendation of the Superintendent of Schools the Board of Education approve the per diem substitute appointment so noted.
- D-13 Resolution Regarding Approval 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 2013 summer school programs.

Section F – For Information Only

- IX. Audience Recognition**
- X. Board Committee/Liaison Reports and Board Dialogue**
- XI. Adjournment**