

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

**Work Session/Special Meeting
Roosevelt School Cafeteria**

**March 12, 2014
Work Session/Special Meeting: 7:30 p.m.
Executive Session: *Immediately Following***

MINUTES

Present: Mr. Bill Kress *President*, Dr. Kimberly Case, *Vice President*, Mr. Graig Galef, Ms. Dana Levenberg, Ms. Lisa Murray, Mr. Frank Schneckner and Mr. Steve Wardwell

Others

Present: Mr. Raymond Sanchez, *Superintendent of Schools*, Ms. Alita Zuber, *Assistant Superintendent for Business*, Dr. Angela White, *Assistant Superintendent for Curriculum and Instruction*

1. Call to Order – President

Board President Bill Kress called the March 12, 2014 Special Meeting of the Board of Education to order at 7:33 p.m.

2. Pledge of Allegiance

Board Trustee Ms. Dana Levenberg led all those present in the Pledge of Allegiance.

Board President Bill Kress announced the following:

- OHS student Adam Illowsky placed first in New York State in the JSBS Competition! This is the second year in a row OHS has finished with the top project in the State.
- OHS student Ben Ross was named JSBS National Finalist - 1st place in Environmental Science
- The OHS Girls Basketball Team are Class AA State Regional Champions
- Six AMD and OHS students participated this weekend in the Westchester Elementary and Intermediate All County Bands: Lucas Slavin, Marcus Shaw, Yoo Shin Tanai, Colin Tobin, Anthony Ibanez, Ania Tomescu
- OHS Students participated in the Model UN Competition, representing Jamaica, NY this past weekend.
- Sixteen Claremont, Roosevelt and AMD students performed this weekend as part of the Westchester Elementary and Intermediate All County Choruses
- AMD students learn from IBM Engineers during IBM Engineers Day
- OHS students worked with Veterans this week on the Living History Project
- Brookside School held an English Language Arts Common Core Night for parents
- Ossining parent Ms. Norka Vera was named *Bilingual Parent of the Year* by the New York State Association for Bilingual Education
- 2014 Scholastic Art and Writing Award Winners:
 - Jessica Chambers, Honorable Mention in Jewelry
 - Jessica Chambers, Silver Key in Photography
 - Malahni Banta, Gold Key in Poetry
- We have over 900 followers on Twitter

3. Work Session

3.1 Westchester Community College – Update

Ossining High School Principal Mr. Joshua Mandel provided an overview, via a PowerPoint presentation, regarding the developing partnership between Ossining High School and Westchester Community College (WCC). This update is in follow-up to the December 18, 2013 Board meeting wherein Mr. Mandel shared the courses being offered at Ossining High School.

The goal is to provide students the opportunity to complete the first year of college courses during their senior year at Ossining High School. The college level courses being offered at Ossining High School are aligned with the core curriculum. If a student intends to attend WCC or another SUNY school, the student would pay one-third (1/3) of the tuition for the college courses during the first year (OHS senior year) which would result in significant savings for families. Students would be able to complete and obtain their Bachelor's Degree in three years.

The following new courses will be offered at Ossining High School pending Board of Education approval:

- SUNY College Algebra: Functions and Models
- SUNY Statistics
- SUNY Principles of Inorganic Chemistry
- Syracuse University Project Advance Introduction to Sociology
- SUNY Digital Imaging
- SUNY Western Civilization 1648-1914
- SUNY EMS First Responder

The course offerings would not incur additional costs to the District and can be taught by current staff. Interested staff would submit a letter of interest, submit a college transcript and resume to WCC for approval to teach a course at Ossining High School and sign an agreement to follow the syllabus provided by WCC. Future plans include developing a stronger relationship with WCC Admission and Counseling departments, introduce an internship component, as well as initiate partnerships with other four-year SUNY schools.

Board discussion took place at the conclusion of the presentation.

Audience Recognition

- Ms. Alison Perry

Board discussion continued. Board President Mr. Bill Kress sought consensus from the Board to move forward with the college course offerings at Ossining High School. Unanimous consensus was reached.

Consensus: 6-0

Board members thanked Mr. Mandel. Superintendent of Schools Mr. Raymond Sanchez thanked Mr. Mandel and Ms. Lorraine Longing for their partnership with WCC in developing college level courses for Ossining High School seniors.

3.2 Continued Budget Discussions – Capital Plan

Superintendent of Schools Mr. Raymond Sanchez provided an overview of the budget strategies:

- Avoid educational insolvency by continuing advocacy efforts to increase Foundation Aid to

the District

- Continue to maintain transparency through surveys, informational meetings and efforts by the Community Budget Advisory Committee
- Continue to evaluate opportunities for significant sustainable savings and slowing expenditure growth

The PowerPoint presentation outlined the budget priorities as follows:

- Solvency:
 - Align Pre-K through 12 class sizes keeping in mind projected enrollment
 - Reclaim elementary classroom space – removal of District Office, Technology Office and records in storage
 - Recover modified sports
 - No change to related services
 - Reinstate Library Media Specialist
 - Maintain AMD after school programs
- Instructional space
 - Increase instructional space and improve delivery of student support services
 - Prepare for impact of enrollment at the elementary schools
 - Safer environment
- Safety
 - New camera system throughout the District will help improve emergency response efforts
 - Software to help expedite the lock-down process using automatic features to secure buildings and aid in alerting those outside the buildings that a lock-down is in place
 - Relocation of the Roosevelt School Principal's office to the first floor

Assistant Superintendent for Business Ms. Alita Zuber reviewed the financial portion of the presentation. The District is facing a revenue problem, not an expense issue. The District has reduced energy expenses by 23% and realized significant sustainable savings. Foundation Aid has been frozen at 2007-2008 levels despite consistent increased enrollment and advocacy in this regard must continue. The Superintendent's Proposed Budget for the 2014-2015 school year includes a tax levy increase of 2.04% and a tax levy cap at 2.06%. The total proposed budget amount is \$113,594,242 which budget-to-budget increase is 2.86%.

Board discussion took place at the conclusion of the presentation. Members of the Board thanked Mr. Sanchez, Ms. Zuber and administration for developing a responsible budget which reinstates several items which were removed from last year's budget.

Audience Recognition

None

4. Audience Recognition – Agenda Items Only

None.

5. Special Meeting – Business of the Board

Dana Levenberg moved and Seve Wardwell seconded the motion to move resolutions 5.1 through 5.4.

5.1 Resolution Calling for the Annual Budget Hearing and Annual District Election

RESOLVED, that the Notice calling for the Annual Budget Hearing and the Annual District Election

of the Ossining Union Free School District found on the following pages be adopted.

5.2 Resolution Setting the Date of the Annual District Election of the Ossining Union Free School District

RESOLVED, that the Annual Budget Statutory Hearing of the Ossining Union Free School District will be held at the Roosevelt Building, 190 Croton Avenue, Ossining, County of Westchester, New York on Tuesday, May 13, 2014; and

BE IT FURTHER RESOLVED, that the Annual District Election of the Ossining Union Free School District will be held on Tuesday, May 20, 2014 in the Harvey Culp Gymnasium at Ossining High School, 29 South Highland Avenue, Ossining, County of Westchester, New York. Voting will take place from 7:00 a.m. to 9:00 p.m.

5.3 Resolution to Create a Stipend Position

RESOLVED, that the annual stipend position of Sustainability Coordinator be created and **BE IT FURTHER RESOLVED** that effective September 1, 2013 the position of Sustainability Coordinator at Park School shall be established.

5.4 Resolution to Accept Agreement

RESOLVED, that the Board of Education of the Ossining School District authorize the Board President to execute the Agreement.

Motion carried: 7-0

6. Special Meeting – Business Office Matters

Steve Wardwell moved and Frank Schneckner seconded the motion to move resolutions 6.1 through 6.3.

6.1 Resolution Regarding IPA with Southern Westchester BOCES

RESOLVED: That the Board of Education empowers and directs the President to execute the attached Installment Purchase Agreement with Southern Westchester BOCES.

6.2 Resolution Regarding Acceptance of Grant

RESOLVED: That the Board of Education hereby accepts the \$6,935 grant from the New York State Higher Education Service’s College Tour Initiative, and upon recommendation by the Superintendent of Schools, hereby increases the Special Aid Fund budget as detailed below. The offsetting revenue shall be F-CACG-2770-000, “Miscellaneous Revenue.”

BE IT FURTHER RESOLVED: That these amounts be appropriated to the following budget code:

<u>Budget Code</u>	<u>Amount</u>	<u>Description</u>
F-CACG-2110-161-11-O	\$1,504	Salaries
F-CACG-2110-902-11-O	244	TRS
F-CACG-2110-903-11-O	115	FICA
F-CACG-2110-400-11-O	3,222	Other Expenses
F-CACG-5541-404-11-O	<u>1,850</u>	Transportation
	\$6,395	

6.3 Resolution Regarding Donation Toward the Purchase of Batting Cage

RESOLVED: That the Board of Education hereby accepts the donation of \$1,000 from the Federico Foundation toward the purchase of a new batting cage for the District, and upon recommendation by the Superintendent of Schools, hereby increases the 2013-14 General Fund budget in the amount of \$1,000. The offsetting revenue shall be A-2705.000, "Gifts and Donations".

BE IT FURTHER RESOLVED: That the total amount of \$1,000 be appropriated to the following budget code:

<u>Budget Code</u>	<u>Description</u>	<u>Amount</u>
A-2110-200-00-5020	Districtwide PE	\$1,000

Motion carried: 7-0

Board President Mr. Bill Kress thanked the New York State Higher Education Service's College Tour Initiative and the Federico Foundation for their generous support.

Superintendent of Schools Mr. Raymond Sanchez thanked Board Trustee Ms. Dana Levenberg for bringing the NYS Higher Education Service's College Tour Initiative grant to his attention.

7. Special Meeting – Personnel Matters

Kimberly Case moved and Dana Levenberg seconded the motion to move resolutions 7.1 through 7.8. Resolution 7.9 is for information only.

7.1 Resolution Regarding Professional Staff Resignation(s)

I move upon recommendation of the Superintendent of Schools the Board of Education accept the resignation(s) of the Professional Staff members so noted.

First Name	Last Name	Board Date	Tenure Area	Building	Effective
Erica	Ajayi	March 12, 2014	Mathematics	Anne M. Dorner	March 5, 2014

7.2 Resolution Regarding Civil Service Staff Resignation(s)

I move upon recommendation of the Superintendent of Schools that the Board of Education accept the resignation(s) of the Civil Service staff member(s) so noted.

Last Name	First Name	Building	Category or Tenure Area	Current Hire Date	Eff. Date of Resign./Term.	Current Appt. Status	Reason
Braxton	Wakeem	OHS	Cleaner	8/26/2013	3/14/2014	Probationary	Termination

7.3 Resolution Regarding Professional Staff Appointment(s)

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

Last Name	First Name	Title or Tenure	Certif. Status	Degree Status	Step	Salary	Appt. Type	% Time	Effect. Date	Expir. Date	Bldg.	Fund Source	Staff Relation or Note
Barclay	Francesca	Math 7-12	Initial	MA	1	(\$64,485)	PT	40%	3/5/14	6/30/14	AMD	General	Replacing Erica

			Math 7-12			prorated) \$10,056. 66							Ajayi
Altman	Hui	CSE Interpreter	Perm. Chinese 5-9 and 7-12	N/A	N/A	\$25/hr.	As needed	As needed	3/6/14	6/30/14	District	General	Mandarin Interpreter for CSE Meetings

7.4 Resolution Regarding Civil Service Staff Appointment(s)

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

Last Name	First Name	Appointment Type	Job Title	Building	Salary	% Time	Effective Date	Expir. Date	Fund Source	Staff Relation
De La Cruz	Nancy	Annual	Sustainability Coordinator	Park	\$10,000	100%	9/1/2013	6/30/2014	Grant	Parent Leadership Institute Planning

7.5 Resolution Regarding Support Staff Appointment(s) – Before/After School Programs

I move that upon recommendation of the Superintendent of Schools the Board of Education approve the Support Staff appointment(s) for the persons so noted.

Last Name	First Name	Start Date	Expir. Date	Time	Job Title	Cert. Status	Program	Building	Step	Hourly Rate	Staff Relations
Salazar	Olga	10/29/2013	2/26/2014	1.75 hr./5 days a week	Teaching Assistant	Teaching Assistant	Heroes	Roosevelt	6 (revised)	\$16.89 (revised)	Park TA

7.6 Resolution Regarding Per Diem Substitute Appointment(s)

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

Name	Certified	Subject
Altman, Hui	C	ESOL & Chinese 5-9, 7-12 (All Schools)
Azizi, Marcela	NC	Clerical Sub (Brookside) \$18.75/hr.
Fuertes-Melendez, Kenia	C	Special Education (All Grades)
Haber, Veronika	C	ESOL (All Schools)
Katz, Donna	C	Mathematics 5-9 (All Schools)
Lecce, Christine	C	Social Studies 7-12 (AMD & OHS only)
Litt, Stephanie	C	Special Education (No AMD or OHS)
LoConte, Antonia	C	Music (All Schools)
Sharpe, Rosemary	C	Childhood Ed 1-6 & ESOL (All Schools)

7.7 Resolution Regarding Per Diem Substitute Removal(s)

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

Name	Certified
Acquisto, Renee	C
Barrett, Mary	C
Boozang-Hill, Meaghan	C
Grossman, Samantha	C
Ince, Carlene	C
Indig, Stanley	C
Kelly, Katherine	NC
Lepage, Kristina	C
Lorenz, MariaTheresa	NC
Magneri, Jaimie	C
Murphy-Higgs, Adeyemi	C
Nelson, Amelia (Amy)	NC
Ruane-Moore, Margaret	C
Salgado, Carmen	C
Tavera, Patricia	C

7.8 Resolution Regarding Support Staff Resignation(s)

I move that upon recommendation of the Superintendent of Schools the Board of Education accept

Last Name	First Name	Building	Category or Tenure Area	Current Hire Date	Effective Date	Current Appt. Status	Reason
Duncan	Janet	OSS	Teaching Assistant	9/17/1973	3/31/2014	Continuing	Retirement

the Support Staff resignation(s) so noted

Motion carried: 7-0

7.9 Resolution Regarding Support Staff Request(s) for Leave of Absence - *For Information Only*

I move upon recommendation of the Superintendent of Schools that the Board of Education accept the Support Staff leave(s) so noted

Last Name	First Name	Building	Category or Tenure Area	Leave Start	Leave End	Reason	Comments
Lizardo	Luz	Claremont	TA	3/6/2014	5/9/2014	Student Teaching	Working towards Early Childhood B-2, Childhood 1-6 certification

8. Audience Recognition

None.

9. Motion to Enter into an Executive Session

At 8.42 p.m. Kimberly Case moved and Steve Wardwell seconded the motion to enter into an Executive Session for the purpose of discussing personnel.

Motion carried: 7-0

No formal action was taken.

10. Motion to Reconvene the Regular Meeting

At 9:40 p.m. Steve Wardwell moved and Dana Levenberg seconded the motion to reconvene the Special Meeting of March 12, 2014 for the purpose of adjournment.

Motion carried: 7-0

11. Adjournment

At 9:41 p.m. Steve Wardwell moved and Kimberly Case seconded the motion to adjourn the Special Meeting of the Board of Education of March 12, 2014.

Motion carried: 7-0

Ileana Ortiz
District Clerk